
Council Newsletter



CITY MANAGER'S NOTES April 12, 2012

Upcoming Council Meetings

City Council will meet on **Monday, April 16, 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 included. Sandwiches will be available at 5:30 p.m. in the Community Room.

The next scheduled meeting is on **Monday, April 23, 2012**.

Informative Memoranda

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

1. Invitation from the South Suburban Park Foundation to celebrate former Mayor Beverly Bradshaw's contributions to the Foundation on April 21, 2012.
2. Listing of Englewood home in *The New York Times*.
3. Business Plan for HAAT Force: South Metro submitted by Mayor Penn.
4. Articles from YourHub.com concerning public hearings on Sub-areas 2 & 3 and Police encouraging public awareness.
5. Article from the Denver Post concerning an Englewood author's book "Good To Go."
6. Article from Urbanland entitled "The Distinctive City."
7. Article from the National Research Center entitled "Delayed Effects of the Economic Downturn on Resident Opinion."
8. Investment Report for March, 2012.
9. Memorandum concerning the Project Update.
10. Municipal Court 1st Quarter Statistics, 2012.
11. Calendar of Events.
12. Tentative Study Session Topics.
13. Minutes from the Public Library Board meetings of March 8, April 12, May 10, July 12, August 9, October 11, November 8, 2011 and January 10 and March 13, 2012.
14. Minutes from the Water and Sewer Board meetings of August 9, September 13, October 11, and November 8, 2011, January 10, February 14 and March 13, 2012.
15. Minutes from the Urban Renewal Authority meeting of January 11, 2012.
16. Minutes from the Cultural Arts Commission meeting of March 7, 2012.
17. Minutes from the Keep Englewood Beautiful Commission meeting of March 13, 2012.



SOUTH SUBURBAN Park Foundation

We Build Trails!

April 5, 2012

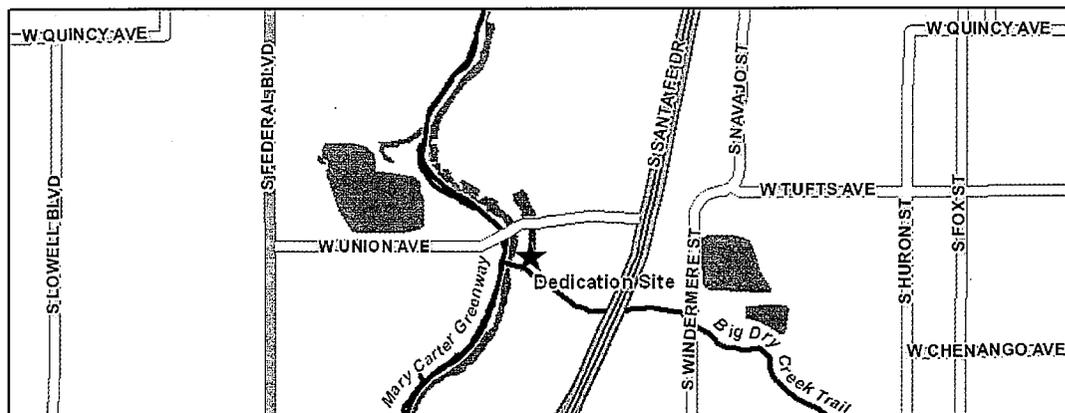
You're invited!

Please join us on Saturday, April 21st to celebrate and honor **Beverly Bradshaw** for her long range commitment to the Foundation and serving as the Chair for more than a decade!

Celebrate her efforts in leading the Foundation to develop the Big Dry Creek Regional Greenway, the Centennial Regional Trail and the Littleton Community Trail projects. We will honor her with a tree dedication and recognition.

Event Details: Saturday, April 21, 2012

12:00 pm – Celebration at the confluence of the Mary Carter Greenway (Platte River) and Big Dry Creek Trail; immediately following the BIG Day Trail Clean-Up/Tree Planting.



South of Union Blvd. and West of Santa Fe

Without support from committed project partners like yours, our successes would not exist! We hope you will come celebrate with us as we recognize Bev for her contributions to the Foundation's success!

Please RSVP to info@sspf.org or (303) 753-0905

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Kevin Maloney for The New York Times

A three-bedroom contemporary is on the market for \$600,000 in Englewood, Colo., a city in the Denver metropolitan area. More Photos >

Published: April 4, 2012

ENGLEWOOD, COLO.

Multimedia



Slide Show

Homes for \$600,000

Connect With Us on Twitter For news and features on real estate, follow @nytrealestate.



WHAT: A three-bedroom, three-bath contemporary

HOW MUCH: \$600,000

SIZE: 2,614 square feet

PRICE PER SQUARE FOOT: \$229.53

SETTING: This house is in a residential neighborhood in Englewood, a suburb that was swallowed by the Denver metro area as the city developed. According to the listing agent, the houses in the neighborhood are a mix of 1940s and 1950s ranch-style houses and newer builds. There are large hospitals nearby and commercial roads — including Englewood's four-lane Broadway — within a half mile. Downtown Denver is about 15 minutes away by car.

INSIDE: The house was designed and built in 2007 by its owner, an architect, with the goal of making open, energy-efficient spaces that blend indoors and outdoors. He points out, for example, that there are more doors opening the house to the outside than there are from room to room within. Passive and active solar are used for heat and power, including radiant-heated concrete floors throughout most of the main level. The great room has floor-to-ceiling windows with southwestern exposures. One of the bedrooms is on the main level and currently used as a den. The other two are upstairs. The master bedroom has a pitched ceiling and a covered balcony.

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Sotheby's INTERNATIONAL REALTY

Submitted by Mayer
Penn

Business Plan for H.A.A.T. Force: South Metro

Business Description

H.A.A.T. Force is a group of concerned citizens from the faith-based community in the Littleton/Centennial/Highlands Ranch area interested in addressing the ever-increasing homeless situation in the southern tier of the Denver Metro area. Our concerns include the need for emergency shelter, homelessness prevention, and affordable housing in Douglas, Arapahoe and Southern Jefferson County. We have been meeting since January 2010; gathering information from existing agencies to determine where we might be able to help. Our focus is to address gaps in services and not to duplicate services already being provided by other agencies in our area.

One of the first activities we did was conduct a "Needs Assessment". We did this by holding an open forum where we invited numerous nonprofit organizations such as Love INC, Family Tree, Interfaith Hospitality Network and others. We also invited Jefferson, Douglas and Arapahoe counties' Human Services departments. We asked them who they were, what areas they served what services they provided and most importantly, what gaps that they saw in services provided to the homeless individuals.

It became clear that the largest gap in services was that there was no Extreme Weather Shelter plan in place in the southern metro area. Thus, we decided to focus our initial efforts in providing Extreme Weather Shelter for the cold weather season. We are providing motel vouchers for homeless individuals in the southern metro area. We are working on this program alongside ArapaHOME, Douglas County Homeless Prevention Coalition and Heading Home in Jefferson County. We have established partnerships with motels, developed a procedure for issuing the vouchers, located distribution sites and are proceeding with fundraising. We began serving our homeless neighbors on December 12, 2010. Vouchers are provided when the temperature is 32 degrees on a wet night or 20 degrees on a dry night. This program will continue until our funds run out or our season ends.

Currently we are not incorporated and do not have our 501 (c) 3 tax status. We have solidified our relationship with Family Tree as our fiscal agent with a written agreement. As our fiscal sponsor, Family Tree, Inc. will administer all funds including donations and operating expenses. We are striving for incorporation as a nonprofit corporation and to obtain 501 (c) 3 tax status. The 501 (c) 3 tax status has a one-time fee of \$850. Although we have funds available they were raised on the basis that they would be used for motel vouchers. We do not feel comfortable using them in any other way. We are currently soliciting funds to cover the \$850 fee and other startup costs.

Currently our focus is on the Extreme Weather Shelter plan. We do plan on looking for other gaps in services that we can address in the future.

Mission Statement

To educate and mobilize the South Metro Community in a collaborative unified response to,

ADDRESS THE UNADDRESSED:

- *People without homes*
- *Related issues*
- *Gaps in services*

Goals and Strategies

Goals

- To mobilize the Faith Based Community and Civic Organizations in the South Metro area and encourage participation in finding solutions to the issue of homelessness in our community
- To implement an Extreme Weather Shelter Plan for emergency shelter in the winter and focus on encouraging a unified response for extreme weather conditions throughout the South Metro area

Strategies

- Gathered and prioritized information from agencies regarding gaps in existing services:
 - Information from a "Needs Assessment" resulted in a priority for an Extreme Weather Shelter Plan for the South Metro Area
- Gathered the following information from existing agencies and service providers in regard to our Extreme Weather Shelter Plan :
 - An Extreme Weather Emergency is defined as: 32 degrees on a wet night and 20 degrees on a dry night
 - Motel vouchers are distributed from existing sites or law enforcement agencies
 - Transportation to motels varies by client
 - The approximate cost is \$35 for a single person and \$45 for two or more people per night
 - Funding sources vary by agency
- Developed a contact list of Faith-Based and Civic Organizations in our community
- Developed an on-going three-pronged effort to implement an Extreme Weather motel voucher program in the South Metro area:
 - Implemented an on-going fundraising effort to obtain the necessary funding
 - Developed a voucher system in conjunction with Family Tree, House of Hope and enlisted motel participation
 - Established sites and procedures for the distribution of vouchers including partnership with Law Enforcement agencies in the area

Organizational Structural

We currently are an all-volunteer organization. The two co-founders serve as co-chair persons of our executive board. They are Peter Reif a retired business person, and Cammie Houpt, a deacon at St. Timothy's Episcopal Church in Centennial Colorado. Keith Singer, with Family Tree serves as our Treasurer.

Advisory board members at Large: Keith Ayers, Russell Daniel, Cara Fagnant (Family Tree), Tom Lose (Family Tree), Nan Fullerton, Rev. Doug McKinney (Love INC.), Cindy Raap, Jeff Rudolph, CFO Advisory Group, Woody Wood, Mickey Jackson.

We are looking for volunteers to provide support in communications, web site and social media. We do have a group of volunteers that help in the distribution of the motel vouchers.

Marketing Plan

We will be working closely with Jefferson County's Heading Home and Family Tree in developing our ongoing funding drive. Our primary source of funding has been donations from local churches. We have a flyer that explains who we are and what we do. We distribute the flyers by e-mail, USPS or in the best case, in person to the church. We plan to begin making presentations to local community groups such as Kiwanis, Chamber of Commerce's and others.

We held a season kickoff event this fall at Café 180. Café 180 is a restaurant in Englewood that serves all clients, even those that cannot pay for their meal. You pay what you feel the meal is worth. If you cannot pay they ask the client to work for a brief time in exchange for the meal. The hope is that clients that can pay more will do so in order to cover their expenses.

In addition, Love INC hosted an event for church youth groups entitled "Understanding Poverty and Homelessness". It was held at Redstone Park in Highlands Ranch, Saturday, October 29th, 2011. Some of the proceeds from this event will benefit H.A.A.T. Force.

Funds given to H.A.A.T. Force

All funds will be handled by Family Tree. As our fiscal sponsor, Family Tree, Inc. will administer all funds including donations and operating expenses. Funds given to us will primarily be used to purchase motel vouchers. In the future, we may become involved with other projects that will need funding. We strive to keep our operating expenses as low as possible. There is no paid staff at the present time. We are strictly a volunteer based organization. Some funds will be used to pay operational expenses. These include a web site, cell phone(s) for communications, direct mail expenses, printing, and other clerical expenses. Last year these expenses were paid for by the co-founders.

Budget / Expenses

The upcoming season of 2011-2012 our goal is to raise \$15,000. We have several events planned which include a Fall Kickoff celebration on September 22, 2011. We also are part of an event being sponsored by Love, INC. in which we will share in the funds raised at this event. We will be holding an electronic recycling event early next year. And we are looking into partnering with some restaurants in fund raising events.

The remaining donations we will seek from churches and local civic groups.

Expense	2010-2011	2011-2012
Cell phone. Motel voucher hotline	\$75.00	\$75.00
Cell phone to call H.A.A.T. Force	\$0	\$150.00
Web Site	\$100.00	\$50.00
Postage	\$35.00	\$75.00
General administrative expenses	\$0	\$100.00
Liability insurance	\$0	?
Total	\$210.00	\$450.00

The only expense that was taken out of all monetary donations was \$26.00 to print the motel vouchers. Last year the co-founders paid for expenses incurred. These are estimates for expenses in the 2011-2012 season. Donations will be used to pay these expenses.

Operational Plan

Documents used in the Motel Voucher Program

The following document defines the motel voucher program and is used as the basis for the program.

Guidelines for Severe Weather Emergency Shelter Distribution of Motel Vouchers

The H.A.A.T. Force Severe Weather Emergency Shelter program is designed to provide shelter for homeless individuals on nights when the weather meets the following criteria: 32 degrees or colder and snowing or 20 degrees or colder and dry. **This program is meant to be a short term solution used in the case of severe weather.** The time period we will distribute voucher is from November 1st to March 31st.

We will use the weather forecast from channel 9 News website. It will be checked in the morning and our motel voucher hot line (303-250-3854) and our Facebook page will be updated by 10AM as to whether vouchers will be distributed on that day. We are currently working with two motels located in Englewood, CO and one in Greenwood Village.

Presently, we have two distribution sites both in Englewood. You can find out where and when vouchers will be distributed by calling our motel voucher hot line or by visiting our Facebook page. Days of distribution and sites may vary due to holidays and other factors as H.A.A.T. Force deems necessary.

Distribution of vouchers will always depend on our funding level. If sufficient funds are not available, distribution of vouchers will be suspended until our funding is adequate. We will work with our fiscal agent, Family Tree, in determining this.

As this program is designed to be a short term solution, we will issue vouchers to individuals on a limited basis. After receiving vouchers for a maximum of **10 days**, an individual will no longer be eligible to receive additional vouchers. We reserve the right to waive this restriction if our funding level and the weather deem it necessary. **Residents of participating motels will not be eligible for vouchers.** We will attempt to refer any individuals to additional resources for further assistance.

This document is used as a step by step guide for distributing the motel vouchers

MOTEL VOUCHER DISTRIBUTION CHECK LIST

___1.A) Call motel(s) to check on availability. Check to see if they are a resident. Let client know that no pets are allowed

___1.B) If no availability: call 211 and then Shelter list to verify availability

___2) Request ID and check against ineligibility list

___3) Do not have the client fill out voucher form. We are having trouble reading them. Have client sign Self Declaration of Homelessness form. Put voucher number in upper right hand corner

___4) Sign out the voucher. List all individuals and their ages that will be staying in the room. Give "survival kit". Retain the yellow copy. The white copy goes to the client to give to the motel

___5) Fill out Master Voucher Form

If you have any questions:

Call Peter, 303-263-7225 or Cammie (720) 427-6342

Motels:

Lucky U Motel
4575 S. Broadway
Englewood, CO 80113
Speak with Jay
303-781-4441

Holiday Motel
4475 S. Broadway
Englewood, CO 80113
Speak with Jolyn or Mike
303-761-4386 or 4387 x134

Motel 6
9201 E. Arapahoe Rd.
Greenwood Village, CO 80112
Speak with Amar Patel
303-790-8220

This is used to track individuals that have used up the ten days in a season are residents of the motel or are no longer eligible to receive vouchers

Ineligibility List

Name	Reason	# of Days Used
	Days used	13
	Resident	
	Resident	
	Disruptive	
	Days used	12
	Days used	13
	Resident	

If there is any question about a person being a resident call the motel

Individuals with seven + days used

		7
		8
		7
		9
		9
		9

This is the motel voucher form

**H.A.A.T FORCE
ARAPAHOE/DOUGLAS
MOTEL VOUCHER**

DATE VOUCHER GIVEN: _____

TIME VOUCHER GIVEN: _____

RECIPIENT NAME(S): _____

DATE(S) OF STAY: _____ NUMBER OF DAYS: _____
(max - 3 days)

PRIMARY RECIPIENT SIGNATURE: _____ DATE: _____

MOTEL STAFF CONTACT NAME: _____

MOTEL STAFF CONTACT SIGNATURE: _____ DATE: _____

Before payment can be made, this voucher must be signed and attached to the invoice.
Invoices should be mailed to:

Attn: Keith Singer
House of Hope
3301 South Grant St.
Englewood, CO 80113

REVIEWED AND APPROVED FOR PAYMENT BY: _____ DATE: _____

White - Motel Copy (must be attached to invoice)

Yellow - Originating Agency

The following form is a self-declaration of homelessness. We have our clients fill out to provide us with some information about their situation. It also provides our volunteers an opportunity to have a conversation with them.



Homelessness Awareness/Action Task Force: South Metro
"Addressing the Unaddressed"

H.A.A.T. Force
Arapahoe/Douglas Inclement Weather
Motel Voucher Program
Self-Declaration of Homelessness

I, _____, hereby attest that I am currently staying in a place not meant for human habitation, such as a car, park, sidewalk, or abandoned building. By signing, I acknowledge that I am in need of temporary shelter at one of the participating motels during this time of inclement weather.

Last address

This was with:

Family

Friends

Own dwelling

How long have you been homeless? _____

Applicant Signature

Date

Name of Staff Verifying Homelessness

Date

This document is used to track the vouchers handed out to the distribution sites

Date Given	Voucher Number	Distributed to:	Distributing Individual
12/15/2010	1-5		Pete
12/16/2010	6-15		Pete
12/29/2011	16-20		Pete
1/2/2011	21-25		Pete
1/4/2011	26-30		Pete
1/7/2011	31-40		Pete
1/11/2011	41-50		Pete
1/12/2011	51-55		Pete
1/12/2011	56-65		Pete
1/18/2011	66-75		Pete
1/21/2011	76-80		Pete
1/25/2011	81-90		Pete
1/26/2011	90-100		Pete
2/2/2011	101-110		Pete
2/2/2011	111-120		Pete
2/4/2011	121-130		Pete
2/6/2011	131-140		Pete
2/9/2011	141-150		Pete
2/10/2011	151-165		Pete
2/14/2011	166-175		Pete
3/7/2011	176-185		Pete
3/14/2011	186-195		Pete

This document is used to track the individual vouchers

Date Given	Voucher Number	Distributing Individual	Distributed to:	# of Adults	# of Child.	Cum Tt. # of Adults & Child	# of Days Issued For	Motel	Paid
1/10/2011	1	May		2	0	2	1 Day		Paid
1/10/2011	2	May		2	0	4	1 Day		Not Used
1/12/2011	3	Danise		2	0	6	1 Day		Paid
1/12/2011	4	Danise		1	0	7	1 Day		Paid
	5	Void Voucher Returned				7			
12/30/2010	6	Cammie/Jerry		1	0	8	3 Days		Paid
12/30/2010	7	Cammie/Jerry		1	0	9	3 Days		Paid
12/30/2010	8	Cammie		1	0	10	3 Days		Paid
1/2/2011	9	Cammie/Cheri		2	0	12	3 Days		Paid
1/2/2011	10	Cammie/Cheri		2	0	14	3 Days		Paid

This document is used to track when vouchers are distributed, the weather on that day, the distribution site and finally our funding level. It summarizes the previous document

Tracking of Days & Funds Spent

Date	Weather	Where Distributed	# of Days	\$ Value	Total	# of Days	\$ Value	Total	Total # of Vouchers	Total # of Days	Grand Total	Cum. Total	Comments
12/15/2010	Snow & 17	Salvation Army	0	45	0	0	35	0	0	0	\$0	\$0	No vouchers given out
12/16/2010	Snow & 15	Bemis Library	0	45	0	0	35	0	0	0	\$0	\$0	No vouchers given out
12/17/2010	Dry & 17	Salvation Army	0	45	0	0	35	0	0	0	\$0	\$0	No vouchers given out
12/23/2010	Snow & 25	Bemis Library	0	45	0	0	35	0	0	0	\$0	\$0	No vouchers given out
12/30/2010	Snow & 0	Bemis Library	0	45	0	9	35	315	3	9	\$315	\$315	Done/Pd.
1/2/2011	Dry & 10	Bemis Library	17	45	765	9	35	315	9	26	\$1,080	\$1,395	Done/Pd.
1/3/2011	Dry & 8	Bemis Library	1	45	45	0	35	0	1	1	\$45	\$1,440	Done/Pd.
1/4/2011	Dry & 7	Bemis Library	0	45	0	1	35	35	1	1	\$35	\$1,475	#24/\$35 not used
1/8/2011	Snow & 20	Bemis Library	18	45	810	12	35	420	10	30	\$1,230	\$2,705	Done/Pd.
1/9/2011	Snow & -10	Bemis Library	9	45	405	12	35	420	7	21	\$825	\$3,530	Done/Pd.
1/10/2011	Dry & 0	Salvation Army	2	45	90	0	35	0	2	2	\$90	\$3,620	#2/\$45 not used
1/11/2011	Dry & -2	Bemis Library	5	45	225	5	35	175	10	10	\$400	\$4,020	#44/\$45 not used
1/12/2011	Dry & 3	Salvation Army	4	45	180	3	35	105	7	7	\$285	\$4,305	Done/Pd.
1/19/2011	Snow & 10	Salvation Army	0	45	0	1	35	35	1	1	\$35	\$4,340	Done/Pd.
1/20/2011	Dry & 20	Bemis Library	2	45	90	2	35	70	4	4	\$160	\$4,500	Done/Pd.
1/22/2011	Dry & 15	Bemis Library	1	45	45	3	35	105	4	4	\$150	\$4,650	Done/Pd.
1/24/2011	Dry & 15	Salvation Army	2	45	90	5	35	175	7	7	\$265	\$4,915	#69/\$35 not used
1/25/2011	Snow & 18	Bemis Library	4	45	180	3	35	105	7	7	\$285	\$5,200	#77/\$45 & #78/\$35 not used
1/31/2011	Snow & -9	Salvation Army	9	45	405	9	35	315	18	18	\$720	\$5,920	Done/Pd.
2/1/2011	Snow & -18	Bemis Library	6	45	270	6	35	210	12	12	\$480	\$6,400	Done/Pd.
2/2/2011	Dry & -6	Salvation Army	0	45	0	1	35	35	1	1	\$35	\$6,435	Done/Pd.
2/3/2011	Dry & 14	Bemis Library	7	45	315	1	35	35	8	8	\$350	\$6,785	#86/\$45, #112/\$35
2/5/2011	Snow & 18	Bemis Library	3	45	135	3	35	105	6	6	\$240	\$7,025	Done/Pd.
2/6/2011	Snow & 13	Bemis Library	18	45	810	9	35	315	27	27	\$1,125	\$8,150	Done/Pd.
2/7/2011	Snow & 8	Salvation Army	0	45	0	6	35	210	6	6	\$210	\$8,360	Done/Pd.
2/8/2011	Snow & -8	Bemis Library	10	45	450	6	35	210	16	16	\$660	\$9,020	#134/\$90
2/9/2011	Dry & -3	Salvation Army	2	45	90	5	35	175	7	7	\$265	\$9,285	Done/Pd.
2/10/2011	Dry & 10	Bemis Library	9	45	405	9	35	315	18	18	\$720	\$10,005	#143/\$5, #148/\$5
2/13/2011				45	0		35	0	0	0	\$210	\$10,215	Ty Hays family, A couple & a 5 month baby. No shelter space available
2/20/2011	Rain & 30		1	45	45		35	0	1	1	\$45	\$10,260	Morton S. couple, I approved
3/4/2011	Dry & 15	Salvation Army	0	45	0	2	35	70	2	2	\$70	\$10,330	
3/7/2011	Snow & 18	Salvation Army	6	45	270	14	35	490	10	20	\$760	\$11,090	
3/8/2011	Snow & 20	Bemis Library	1	45	45	1	35	35	2	2	\$80	\$11,170	

Funds / Donations (Minus \$26 vouchers printed)

Funds Used	Funds Available
\$13,701	\$2,531

of Vouchers Days Available
56

This document is what we provide to the public as a summary of what we have activity



Homelessness Awareness/Action Task Force: South Metro
"Addressing the Unaddressed"

CONTRIBUTORS

as of

3/31/2011

\$13,901

CHURCHES
St. Luke's UMC, Highlands Ranch, CO
First Church of Christ Scientist, Englewood, CO
First Presbyterian Church, Englewood, CO
Columbine United Church, Littleton, CO
High Plains Region, Episcopal Diocese of CO
Good Shepherd Episcopal Church, Centennial, CO
St. Timothy's Episcopal Church, Centennial, CO
St. Gabriel the Archangel Episcopal Church, Cherry Hills Village, CO
INDIVIDUALS
32
OTHER
Arapahoe County Human Services
Qwest

Nights of Shelter Provided: 225 adults, 38 children

Funds Used: \$10,770.00

Funds Available: \$3,131.00

★

Briefing

» **GET IN TOUCH:** To contact us or e-mail news@YourHub.com

ENGLEWOOD COUNCIL TO HOLD HEARINGS ON SUB-AREA PLANS

During its meeting at 7:30 p.m. April 16, Englewood City Council will hold two public hearings to gather input on proposed amendments to Englewood's Unified Development Code and to rezone portions of Medical District Sub-Areas 2 and 3. The meeting will be held in Council Chambers on the second floor of the Englewood Civic Center, 1000 Englewood Parkway.

The Englewood Downtown and Medical District Small Area Plan was created in late 2010 to help the city promote economic development in areas deemed appropriate for high intensity commercial, medical and residential development and to protect adjacent residential neighborhoods from inappropriate scaled development. A more detailed description

of the proposed amendments is included on our Community Development/Small Area Plan page at englewoodgov.org.

City to flush water mains. Englewood's Utilities Department will start its annual water main flushing program April 16. The project will run from 7 a.m. to 11 p.m. daily for approximately a week, until all water mains in Englewood have been flushed.

Each spring crews flush the water mains. The flushing process helps clear out all the sediment and residue that have built up throughout the year.

Water service will not be interrupted during the flushing process, but it is possible that customers may notice small amounts of residue in their water. Customers who experience discoloration are advised to run the cold water until the residue clears.

For more information, call 303-762-2635.

Briefs contributed by City of Englewood

*YourHub.com
4/12/12*

Englewood Police warns citizens to be aware of surroundings

Two females followed by unknown males

In the past several weeks, there have been two instances where unknown males attempted to lure women into vans or trucks in the city of Englewood. In the first instance, on March 17, a young female was approached on East Hampden Avenue in Englewood. The second instance happened near East Floyd Avenue. Englewood Police are urging citizens to be extra cautious and aware of their surroundings.

On March 17, at approximately 6:30 p.m., a 21-year-old female, unfamiliar with the area, was walking westbound on East Hampden Avenue toward South Broadway and Kenyon Avenue. On the eastside of the 3500 block of South Broadway, the female noticed a dark grey four-

door van, occupied by a white male suspect in his 30s, about 5-foot-8, stocky build, wearing a blue hat and white shirt. She ignored the suspect who attempted to talk to her as she walked. The suspect got out of the van and walked over to her. He grabbed her by the arm and asked, "Why are you ignoring me?" The female pulled away and yelled an expletive at the suspect telling him to leave her alone.

She walked to the nearest bus stop and sat down next to another female waiting for the bus. The suspect ran back to his van and drove off. The female watched the van circle the area twice before leaving the area entirely.

On March 22, at approximately 5:14 p.m., an 18-year-old female was walking eastbound in the unit block of East Floyd Avenue when a white Ford truck, possible F250,

pulled up beside her. The truck was occupied by a Hispanic male suspect in his mid to late 40s. The suspect asked the female where she worked and lived. The suspect continued to talk to her and attempted to persuade her to get into his truck and go for a ride. The female told the suspect she was not interested. She turned around and walked into the gas station at 3298 S. Broadway.

The female said the suspect sat in his truck for approximately five minutes, and appeared to be waiting for her to leave the gas station. When she did not exit the gas station, the male drove away.

Englewood Police are warning citizens to be aware of your surroundings and report any suspicious vehicles or persons to the Englewood Police Department at 303-762-2438.

The Villager
4-12-12

Colorado author Jo Myers quit radio to write end-of-life guide

By Claire Martin *The Denver Post* *The Denver Post*

Posted:

DenverPost.com

JO MYERS

After hosting radio shows for 33 years — 27 of them in Denver at KOSI, KAZY and KBPI — Jo Myers quit that lucrative career to write "Good to Go," an end-of-life planning guide for baby boomers and their parents.

She self-published the book in 2007, and then the publishing house Sterling bought it and put it out under its own imprint in July 2010. Less than two months later, Myers was diagnosed with breast cancer.

Now, with chemotherapy — and bilateral mastectomy, radiation and reconstruction — behind her, she's reinventing herself as an author and speaker, a home stager and an artist. (She also is spokesperson for the Breast and Women's Reproductive Cancer Fund of Colorado.)

She collects materials for her art and for The Green Velvet Couch, her nascent home-staging business, by cruising the South Broadway thrift stores near the Englewood home she rents with her husband.

RENEW

ReNew, which opened two years ago at 3473 S. Broadway, is one of her favorites. It's light-filled and spacious, with furniture, clothes and household goods.

Among the recent inventory: A 1954 freezer (still working), a 1940s-era washing machine, a pool table, a cedar chest, and some catchy safety-themed 1960s calendars. Myers, 56, browses for switch plates and trays to decoupage with edgy images, for doilies to use as spray-paint templates, and chairs and tables to employ in her home-staging business.

Q: Why did you leave your radio career?

A: I haven't completely left radio, actually. I left that particular job. I reserve the right to return to radio! The short answer is, I left the business to write my book. At that point in my life, it felt like a calling. The book consumed me, and I wanted the freedom to pursue that.

Q: What compelled you?

A: Once I discovered that families are often left in chaos and easily become estranged when there is no, or minimal, pre-planning for the end on the part of the elders. I couldn't focus on anything else. My career suddenly seemed unimportant, and I wanted to throw everything into spreading the word about being good to go. I have to say it wasn't a difficult decision to make, having spent three decades in radio. The message was more important than the money. My husband almost stroked out when I told him I wanted to leave my job, but he was good to go because he was married to me.

Q: So you wrote "Good to Go" before you were diagnosed with cancer?

A: I didn't even have death on the brain. What happened was that my elders had died — my parents, an aunt and a friend. When I looked back at their different deaths, I saw how things happened, or didn't, bad or good, according to their plans. Or no plans. My parents hadn't planned at all, outside of a will and my mother presenting a ring to me. And when they died, our family, the adult children, didn't get along so well. What you do, in regards to planning the end of your life, can affect the relationships you leave behind.

Q: In what way?

A: Having a plan in place can help your survivors get along after you're gone. Too many families fall away from each other after the parents die. If there's a plan in place, that can be avoided. The plan needs to be pretty specific, like making a list of personal property items — furniture, dishes, personal effects — that lists everything you have and who you want to have it. I think that's a very loving thing to do, rather than leave the family in chaos.

Q: In "Good to Go," you mention the importance of a Shovel Buddy. Could you talk about that?

A: A Shovel Buddy is a person you pre-designate to go through the stuff you don't want anyone to find. Like, when I'm gone, I don't want anyone to find my journal, so my Shovel Buddy knows she's supposed to get rid of my journal. At one of the talks I gave, a girl came up to me afterward. She'd been put in charge of cleaning her grandfather's bedroom, and found his stash of porn movies under his bed. I told her that her grandfather should've had a Shovel Buddy. Or someone else was clearing out a nightstand, and found a tin with marijuana in it.

Q: "Good to Go" discusses advance directives, too, which most of us associate with the elderly. Why do you think anyone over age 18 should have an advance directive in place?

A: Because you never know, and at 18, you're an adult. Your parents can't make your decisions anymore. What if you're in an accident? Who's going to have your power of attorney? Will they make the decisions you would want them to make? My sons are 27 and 22. If they got in a car wreck and were in a coma, it would take a long time to deal with things if they hadn't named their own powers of attorney.

Q: What is your favorite possession?

A: My mother's platinum dinner ring, circa 1937, mostly because she presented it to me a few weeks before she died.

Q: Do you ever imagine how you'd like to die?

A: Keeling over just after screaming "Bingo!" in the nursing home.

Q: Have you thought about your memorial service?

A: Oh, sure. I've already arranged for a friend to do the eulogy, and my husband knows I want "Straighten Up and Fly Right" and "I Could Not Ask for More" for music.

Q: Has your husband told you what he wants?

A: He's told me that if he goes before me, he wants his friends from rugby to meet his friends from the college group, and the golf group, the martial arts group. He wants certain guys from one group to meet certain guys from other groups. Our view is that the exit service is for the living.

Q: Who are your heroes — the people you'll miss when you're gone?

A: Teachers. People who work with "difficult" populations — the homeless, elderly, sick, needy, disadvantaged. The man down the street who takes care of his granddaughter while his daughter works. He is so patient and sweet with her; it's lovely.

Q: What made you decide to go into the home staging business? Did it have something to do with your fondness for thrift stores?

A: Absolutely! It's another outlet for my creativity. I love to decorate and rearrange. My partners — Kathleen Colucci and Linda Hoster — do, too. I am passionate about refurbishing — making something old new again! It also speaks to my commitment to reuse and recycle.

Q: What have you staged so far?

A: One vacation rental, I staged for a friend. Kathleen and Linda and I are talking about staging and handling the rental of a furnished home for a friend who is taking a five-year job in Maryland.

Claire Martin: 303-954-1477 or cmartin@denverpost.com

URBANLAND

April 4, 2012

The Distinctive City

By Edward T. McMahon

Do you want the character of your city to shape the new development, or do you want the new development to shape the character of the city and risk losing the competitive advantage of your community?

Around the world, cities are seeking the recipe for economic success in a rapidly changing global marketplace. Indispensable assets in a post-industrial economy include: well-educated people, the ability to generate new ideas and to turn those ideas into commercial realities, connectivity to global markets, and multi-modal transportation infrastructure. Another critical-but often forgotten-asset is community distinctiveness.

If I have learned anything from my career in urban planning, it is this: a community's appeal drives economic prosperity. I have also learned that, while change is inevitable, the destruction of a community's unique character and identity is not. Progress does not demand degraded surroundings. Communities can grow without destroying the things that people love.

In 2010, the Knight Foundation [<http://www.knightfoundation.org>] teamed up with Gallup [<http://www.gallup.com/home.aspx>] pollsters to survey 43,000 people in 26 cities (where Knight-Ridder [http://en.wikipedia.org/wiki/knight_ridder] had newspapers). The so-called Soul of the Community Survey [<http://www.soulofthecommunity.org>] was designed to answer questions such as: What makes residents love where they live? What attracts people to a place and keeps them there?



The study found that the most important factors that create emotional bonds between people and their community were not jobs and the economy, but rather "physical beauty, opportunities for socializing and a city's openness to all people." The Knight Foundation also found that communities with the highest levels of attachment also had the highest rates of gross domestic product growth and the strongest economies.

Place is more than just a location on a map. A sense of place is a unique collection of qualities and characteristics – visual, cultural, social, and environmental – that provide meaning to a location. Sense of place is what makes one city or town different from another, but sense of place is also what makes our physical surroundings worth caring about.

Author Wallace Stegner [<http://wallacestegner.org/bio.html>] once said, "If you don't know where you are, you don't know who you are." We all need points of reference and orientation. A community's unique identity provides that orientation, while also adding economic and social value. To foster distinctiveness, cities must plan for built environments and settlement patterns that are both uplifting and memorable and that foster a sense of belonging and stewardship by residents.

Planners spend most of their time focusing on numbers – the number of units per acre, the number of cars per hour, the number of floors per building. In the future, they will need to spend more time thinking about the values, customs, characteristics and quirks that make a place worth caring about. Unfortunately, many communities are suffering the social and economic consequences of losing their distinctiveness.

When it comes to 21st century economic development, a key concept is community differentiation. If you can't differentiate your community from any other, you have no competitive advantage.

Capital is footloose in a global economy. Natural resources, highway access, locations along a river or rail line have all become less important. Education, technology, connectivity, and distinctiveness have all become more important. Joseph Cortright [<http://www.impresaconulting.com/node/3>], a leading economic development authority and president and chief economist of Impresa [<http://www.impresaconulting.com>], a consulting firm specializing in regional economic analysis, says that "the unique characteristics of place may be the only truly defensible source of competitive advantage for communities." Likewise, Richard Florida [http://www.creativeclass.com/richard_florida], author of *The Rise of the Creative Class* [http://www.creativeclass.com/richard_florida/books/the_rise_of_the_creative_class] says, "How people think of a place is less tangible, but more important than just about anything else."

Unfortunately, the subtle differences between places are disappearing. Today, if you were suddenly dropped along a road outside of most American cities or towns, you wouldn't have the slightest idea where you were because it all looks the same, including the building materials, the architectural styles, the chain stores, and the outdoor advertising. Technology and the global economy make it easy for building plans drawn up at a corporate office in New Jersey to be applied over and over again in Portland, Phoenix, Philadelphia or a thousand other communities. Over the past 50 years many of the world's cityscapes and townscapes have gone from the unique to the uniform, from the stylized to the standardized.

In recent months, there have been several surveys published, such as Zipcar [<http://www.zipcar.com>]'s "Future Metropolis Index" [http://www.slideshare.net/zipcar_inc/zipcar-2012-future-metropolis-award-and-index] and *Fast Company* [<http://www.fastcompany.com>]'s "Most Innovative Cities" list, ranking cities based on sustainability, innovation and efficiency. Some of the factors that were evaluated included the number of green buildings, the percentage of hybrid cars and the number of patents issued. These are all important, but sustainability is about more than new technologies. At its most basic, "sustainable" means enduring. A sustainable community is a place of enduring value. Doug Kelbaugh [<http://sitemaker.umich.edu/kelbaugh/home>], the dean of the University of Michigan School of Architecture [http://www.umich.edu/units_arch.php], put it this way, "If a building, a landscape or a city is not beautiful, it will not be loved; if it is not loved, it won't be maintained and improved. In short, it won't be sustained."

Distinctiveness involves streetscapes, architecture, and historic preservation but as Cortright points out, it also involves cultural events and facilities, restaurants and food, parks and open space and many other factors. "Keep Austin Weird" is more than a slogan; it is a recipe for economic success. A distinctive city is a city that the young and well-educated want to live in, that boomers want to retire to, and most certainly a city that people want to visit.

According to The World Bank [<http://www.worldbank.org>] and the World Travel and Tourism Council [<http://www.wttc.org>], tourism is the largest industry in the world. Tourism is about visiting places that are different, unusual and unique. The more one city comes to look and feel just like every other city, the less reason there is to visit. On the other hand, the more a city does to enhance its uniqueness, whether that is cultural, natural or architectural, the more people will want to visit. It is no accident that Paris – a city that looks and feels different - gets 27 million visitors per year, more than any city on the planet, according to Lonely Planet [<http://www.lonelyplanet.com>].

Arthur Frommer [http://en.wikipedia.org/wiki/arthur_frommer], one of the world's leading travel experts and founder of the well-known travel guide company, says that among cities and towns with no recreational appeal, those that preserve their past continue to enjoy tourism. Those that haven't, receive almost no tourism at all. Frommer has been quoted as saying, "Tourists simply won't go to a city that has lost its soul."

In the future, planners will have to help communities adapt to change while maintaining or enhancing the things that they value most. Lyman Orton [http://www.orton.org/who/lyman_orton], the principal of the Orton Family Foundation [<http://www.orton.org>], a philanthropic organization which supports community development, calls this "heart and soul planning" [http://www.orton.org/who/heart_soul]. It is both a process and a philosophy. The process seeks to engage as many people as possible in community decision making. The philosophy recognizes that special places, characteristics and customs have value. Given all this, I believe that one of the big questions for cities in the future will be: Do you want the character of your city to shape the new development, or do you want the new development to shape the character of the city?

Delayed Effects of the Economic Downturn on Resident Opinion

By
Thomas I Miller, Ph.D.
President,
National Research Center, Inc.
March 7, 2012

We have written elsewhere about the surprisingly benign effect on service and community ratings of The Great Recession of 2008. In our search for the economic drag on resident evaluations we not only came up short but we found a slight boost in ratings during the downturn. Because that original study included results from many different jurisdictions each year, the results could have been affected by the changing “family” of jurisdictions included in each yearly average. So we decided to look at two of our jurisdictions that conducted The National Citizen Survey™ (The NCS) every year for ten years, from 2002 through 2011, to hold constant the places we tracked. One jurisdiction was a large Western city in the Rocky Mountains and the other was a suburban city, under 100,000 population, in Florida.



During the recession, Florida was hit much harder than the Rocky Mountains, and even before the recession the suburb we studied in Florida was hardly an employment hub. Few residents thought that employment opportunities were any good in our Florida suburb, but in the Rocky Mountain city, job opportunities were looking up until the recession. In 2009, in both jurisdictions, residents rated job opportunities lower than in 2008 and by 2011 there was yet no rebound.

Figure 1: Employment Opportunities

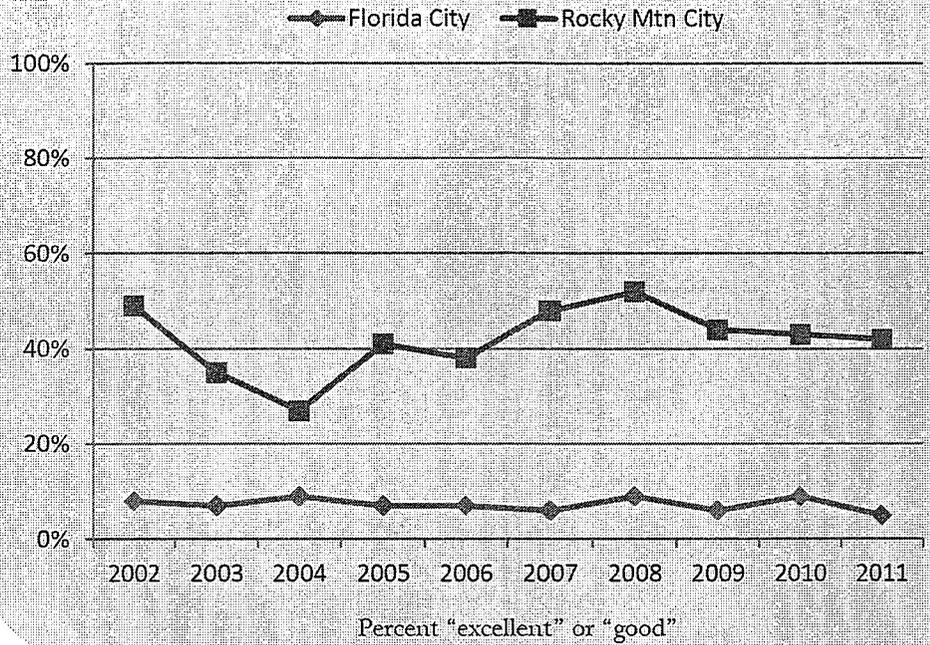
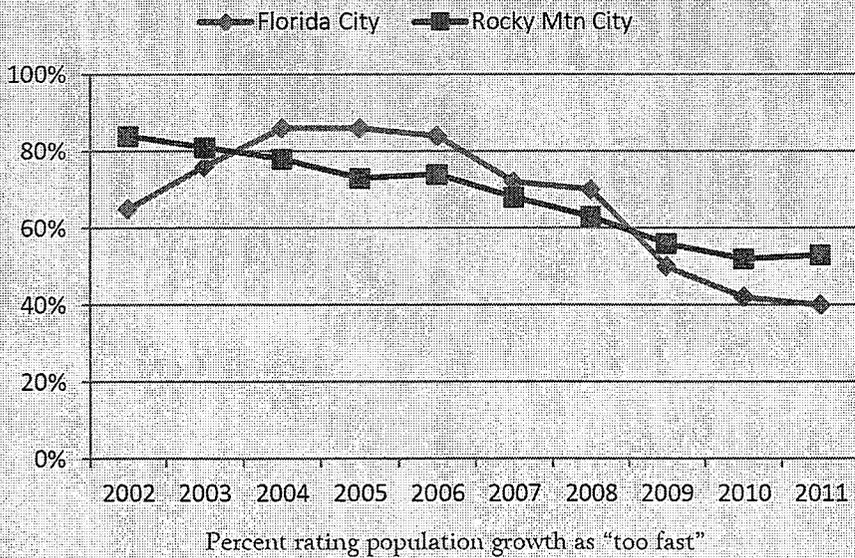


Figure 2: Population Growth



The recession also was apparent in reduced concerns about rampant growth. In both areas, popular according to late 20th Century growth rates, population growth became less concerning as the economy kept potential migrants at home.

Most services took no consistent hit from the economic downturn...

But the surprise that hit National Research Center, Inc. (NRC) researchers in our original research remains obvious as we examine these two cities with substantial trend lines. Most services took no consistent hit from the economic downturn. For example, police ratings in the Florida city, harder hit by the recession, improved and held stable,

while police ratings in the Rocky Mountain city rose in 2009 – the year following the stock market meltdown – and then declined, due to publicity about some tough police tactics there.

Figure 3: Police Services

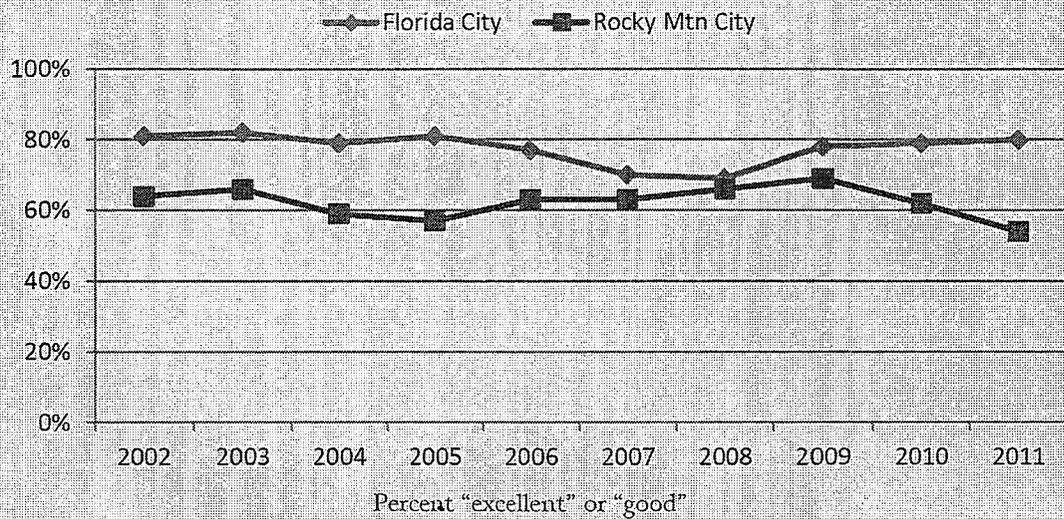
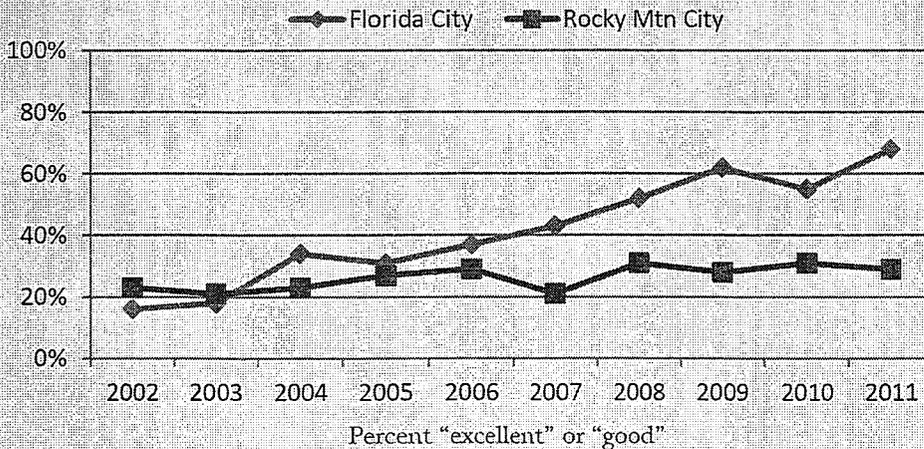


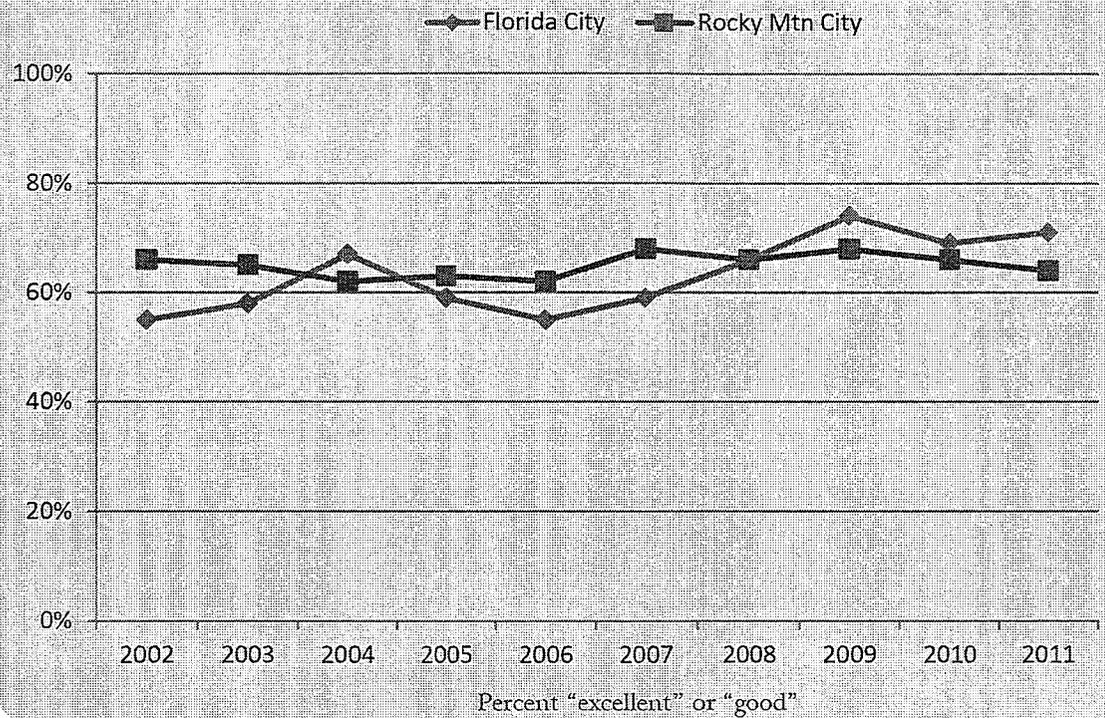
Figure 4: Street Repair



Street repair ratings saw no divots in resident opinion in the Rocky Mountain City, and in Florida, the city's residents continued to give vastly improved ratings to their streets.

In fact, ratings of city services overall held pretty stable, too, showing a strong increase in the Florida city from 2008 to 2009 followed by a dip and a rise to a level higher than 2008. The Rocky Mountain city showed a smaller increase in 2009 and the 2009 up tic was followed by a slight down tic over the next two years. Still, in both jurisdictions, residents continued to give strong ratings to overall service delivery.

Figure 5: City Services Overall



Nevertheless, caution is warranted. We have a glimmer that not all the shine in resident ratings will go untarnished as we emerge from the economic downturn. In the last year, 2011, after 3 plus years of tough economic times for cities, we may be seeing some delayed effect of years of cutbacks. While we do not see dark spots in service ratings overall (though there is a hint of decline in the overall rating of the Rocky Mountain city services), police or street maintenance ratings, we do see unique downturns in one or another of our two cities after rising ratings following 2008. Those downturns are evident in the land use planning ratings and residents' overall impression of their experience contacting employees in each city and the Florida city's ratings of overall quality of life in 2011.

Figure 6: Overall Quality of Life

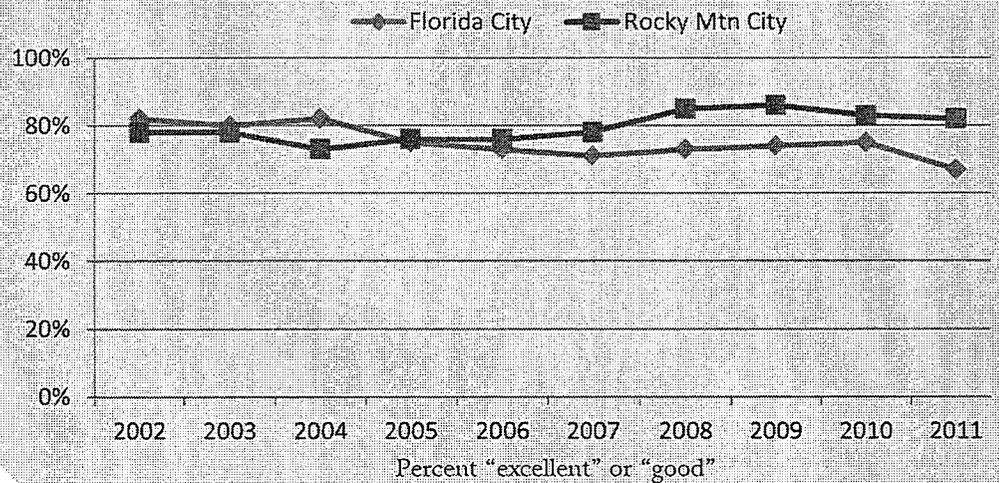


Figure 7: Land Use, Planning and Zoning

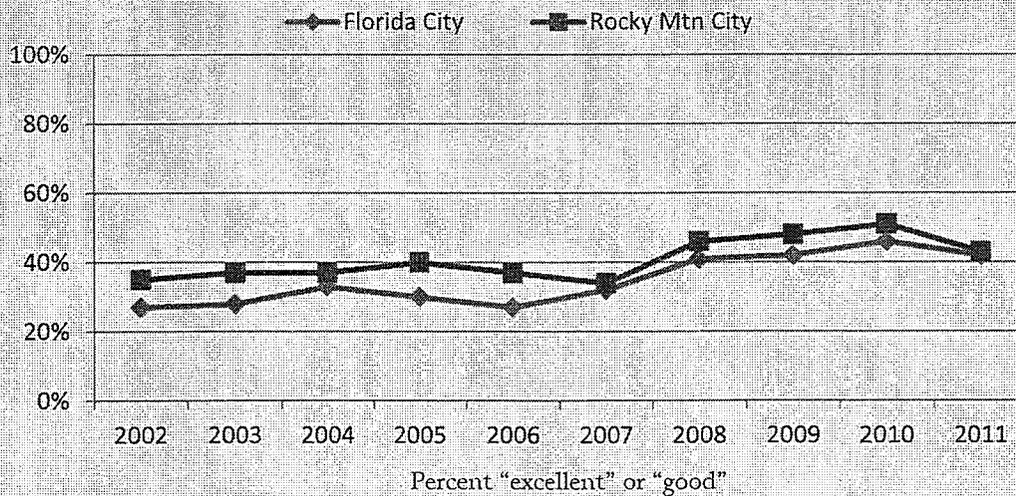
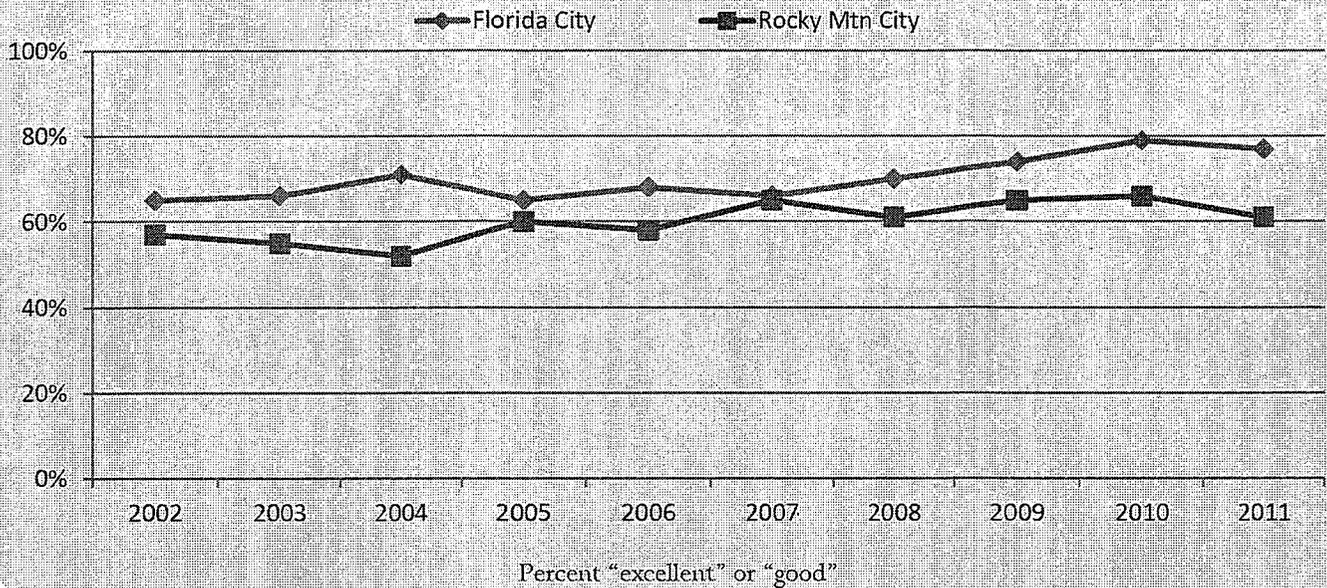


Figure 8: Overall Impression of Employee Contact



Three years after the meltdown, these glimpses of possible cracks in service delivery are worth attending to. The resilience of cities to the bad times, may not be as robust as the early returns on resident opinion first suggested. **Researchers at NRC will be monitoring these trends and reporting back our findings.**



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City of Englewood

Report for the period March 1, 2012 - March 31, 2012

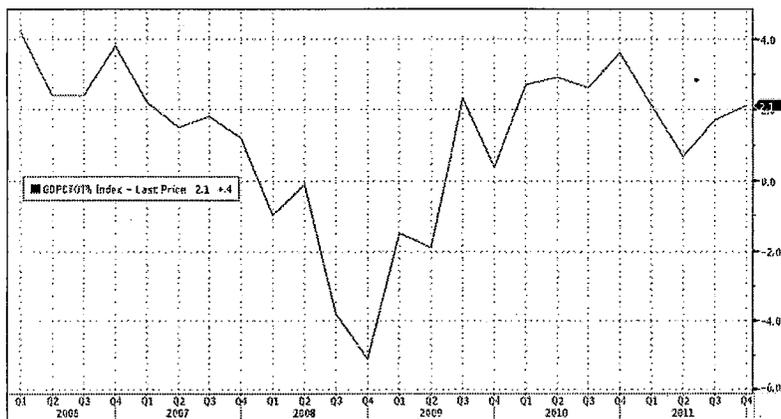
Please contact Accounting by calling the number above or email camreports@cutwater.com with questions concerning this report.

Fixed Income Market Review March 31, 2012

U.S. Personal Consumption Expenditures

Chart 1

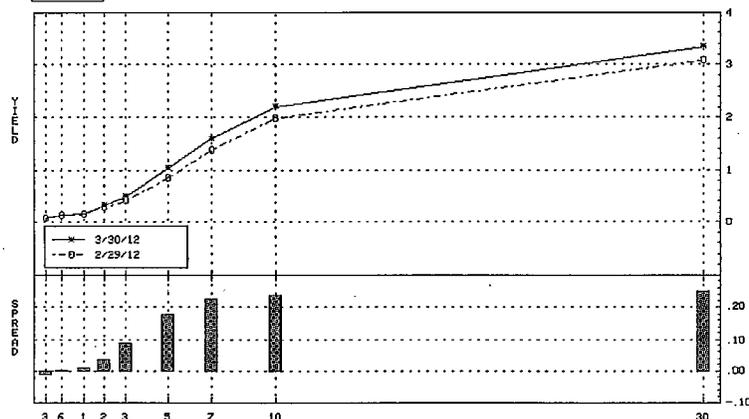
01/01/06 - 12/31/11



Treasury Yield Curves

02/29/12 - 03/31/12

Chart 2



Economic Indicators & Monetary Policy – The U.S. economy is showing signs of strength as consumer spending increased the most in seven months with purchases up 0.8 percent in February. During the last quarter of 2011, personal consumption expenditures grew at a 2.1 percent annual rate. (See Chart 1.) Demand has continued to grow in the first quarter of 2012. Sales of cars and light trucks increased to a 15 million annualized rate in February, the strongest showing since February 2008. Consumer spending accounts for about 70 percent of the economy.

An improving job market and declining unemployment rate may be a justification by consumers for a preference to spend. Employers added 227,000 workers in February, concluding the best 6-month gain in payrolls since 2006. The unemployment rate remains at a three-year low of 8.3 percent. Federal Reserve Chairman Ben S. Bernanke said the central bank needs to keep interest rates low to maintain the recovery and make additional progress. Reducing joblessness further will likely require a quicker expansion of business production and consumer demand which “can be supported by continued accommodative policies” according to a statement by Bernanke to economists on March 26th.

The U.S. economy expanded at a 3 percent annual rate during the final quarter of 2011, unchanged from the previous estimate. The increase in GDP was the largest in more than a year and follows a 1.8 percent increase from the prior quarter according to revised data. Inflation has been subdued in recent months although prices of crude oil and gasoline have recently increased. While the recent increase in oil and gasoline prices will push up inflation temporarily, long term inflation expectations remained stable.

Yield Curve & Spreads – Treasury yields moved higher in March with continued improvement and confidence in U.S. economic conditions.

At the end of March, three-month Treasury bills yielded 0.07 percent, six-month Treasury bills yielded 0.13 percent, two-year Treasuries yielded 0.33 percent, five-year Treasuries yielded 1.04 percent, 10-year Treasuries yielded 2.21 percent, and 30-year bonds yielded 3.34 percent. (See Chart 2.)

Additional Information
March 31, 2012

A current version of the investment adviser brochure, for Cutwater Investor Services Corp., in the form of the Firm's ADV Part 2A is available for your review. Please contact our Client Service Desk at 1-800-395-5505 or mail your request to:

Cutwater Investor Services Corp.
Attention: Client Services
113 King Street
Armonk, NY 10504

A copy of the brochure will be sent to you either by mail or electronically at your option.

In addition, a copy of the most recent version of the Firm's complete Form ADV can be downloaded from the SEC website at www.adviserinfo.sec.gov/.

City of Englewood
Activity and Performance Summary
for the period March 1, 2012 - March 31, 2012

Amortized Cost Basis Activity Summary

Beginning Amortized Cost Value	40,554,000.82
Additions	
Contributions	1,382,568.49
Interest Received	41,243.37
Accrued Interest Sold	0.00
Gain on Sales	0.00
Total Additions	1,423,811.86
Deductions	
Withdrawals	0.00
Fees Paid	3,187.21
Accrued Interest Purchased	0.00
Loss on Sales	0.00
Total Deductions	(3,187.21)
Accretion (Amortization) for the Period	(31,083.54)
Ending Amortized Cost Value	41,943,541.93
Ending Fair Value	42,078,695.06
Unrealized Gain (Loss)	135,153.13

Detail of Amortized Cost Basis Return

	Interest Earned	Accretion (Amortization)	Realized Gain (Loss)	Total Income
Current Holdings				
Cash and Equivalents	618.37	0.00	0.00	618.37
Commercial Paper	0.00	542.50	0.00	542.50
U.S. Treasury	3,398.44	(2,394.80)	0.00	1,003.64
U.S. Instrumentality	32,379.17	(4,941.54)	0.00	27,437.63
Corporate	34,478.35	(24,289.70)	0.00	10,188.65
Sales and Maturities				
Total	70,874.33	(31,083.54)	0.00	39,790.79

Annualized Comparative Rates of Return

	Twelve Month Trailing	Six Month Trailing	For the Month
Fed Funds	0.09 %	0.09 %	0.13 %
Overnight Repo	0.06 %	0.08 %	0.14 %
3 Month T-Bill	0.03 %	0.03 %	0.07 %
6 Month T-Bill	0.06 %	0.06 %	0.12 %
1 Year T-Note	0.15 %	0.14 %	0.19 %
2 Year T-Note	0.35 %	0.28 %	0.34 %
5 Year T-Note	1.22 %	0.93 %	1.02 %

Summary of Amortized Cost Basis Return for the Period

	Total Portfolio	Excl. Cash Eq.
Interest Earned	70,874.33	70,255.96
Accretion (Amortization)	(31,083.54)	(31,083.54)
Realized Gain (Loss) on Sales	<u>0.00</u>	<u>0.00</u>
Total Income on Portfolio	39,790.79	39,172.42
Average Daily Historical Cost	41,789,794.87	38,246,466.85
Annualized Return	1.12%	1.21%
Annualized Return Net of Fees	1.03%	1.11%
Annualized Return Year to Date Net of Fees	1.08%	1.16%
Weighted Average Effective Maturity in Days	399	441

**City of Englewood
Activity and Performance Summary
for the period March 1, 2012 - March 31, 2012**

<u>Fair Value Basis Activity Summary</u>		
Beginning Fair Value		40,720,422.45
Additions		
Contributions	1,382,568.49	
Interest Received	41,243.37	
Accrued Interest Sold	0.00	
Total Additions		1,423,811.86
Deductions		
Withdrawals	0.00	
Fees Paid	3,187.21	
Accrued Interest Purchased	0.00	
Total Deductions		(3,187.21)
Change in Fair Value for the Period		(62,352.04)
Ending Fair Value		42,078,695.06

<u>Detail of Fair Value Basis Return</u>			
	Interest Earned	Change in Fair Value	Total Income
Current Holdings			
Cash and Equivalents	618.37	0.00	618.37
Commercial Paper	0.00	653.00	653.00
U.S. Treasury	3,398.44	(9,688.00)	(6,289.56)
U.S. Instrumentality	32,379.17	(25,568.00)	6,811.17
Corporate	34,478.35	(27,749.04)	6,729.31
Total	70,874.33	(62,352.04)	8,522.29

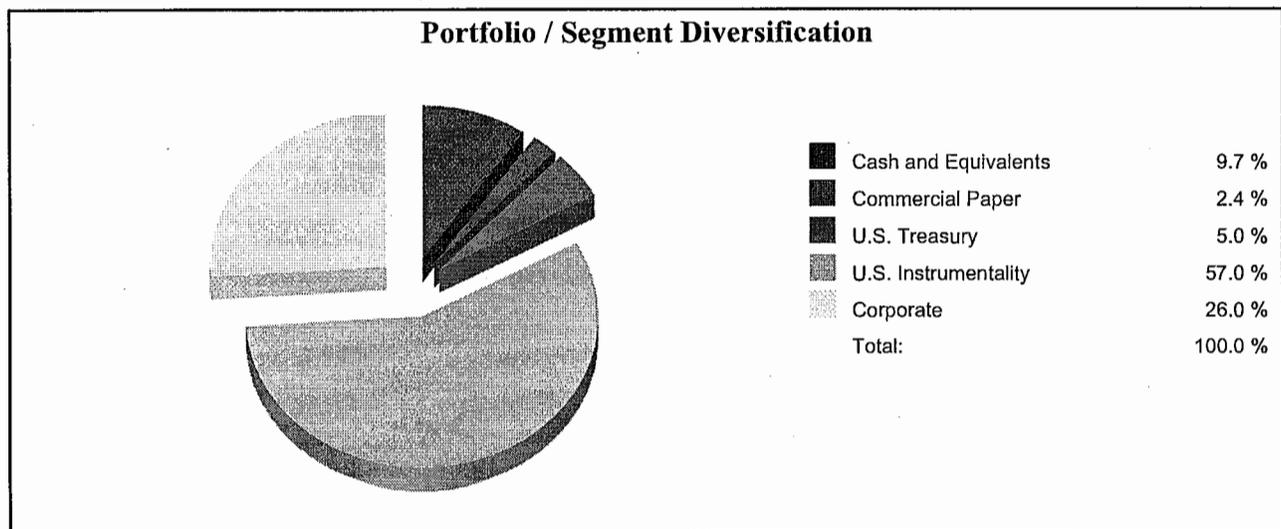
<u>Annualized Comparative Rates of Return</u>			
	Twelve Month Trailing	Six Month Trailing	For the Month
Fed Funds	0.09 %	0.09 %	0.13 %
Overnight Repo	0.06 %	0.08 %	0.14 %
3 Month T-Bill	0.07 %	0.02 %	0.12 %
6 Month T-Bill	0.24 %	0.12 %	0.24 %
1 Year T-Note	0.37 %	0.18 %	0.00 %
2 Year T-Note	1.47 %	0.04 %	-0.24 %
5 Year T-Note	8.52 %	1.54 %	-7.44 %

<u>Summary of Fair Value Basis Return for the Period</u>		
	Total Portfolio	Excl. Cash Eq.
Interest Earned	70,874.33	70,255.96
Change in Fair Value	(62,352.04)	(62,352.04)
Total Income on Portfolio	8,522.29	7,903.92
Average Daily Historical Cost	41,789,794.87	38,246,466.85
Annualized Return	0.24%	0.24%
Annualized Return Net of Fees	0.15%	0.15%
Annualized Return Year to Date Net of Fees	0.99%	1.06%
Weighted Average Effective Maturity in Days	399	441

**City of Englewood
Recap of Securities Held
March 31, 2012**

	Historical Cost	Amortized Cost	Fair Value	Unrealized Gain (Loss)	Weighted Average Final Maturity (Days)	Weighted Average Effective Maturity (Days)	% Portfolio/Segment	Weighted Average Yield *	Weighted Average Market Duration (Years)
Cash and Equivalents	4,086,455.76	4,086,455.76	4,086,455.76	0.00	1	1	9.65	0.21	0.00
Commercial Paper	997,217.50	997,865.00	998,822.00	957.00	123	123	2.36	0.64	0.00
U.S. Treasury	2,108,437.51	2,093,283.93	2,086,172.00	(7,111.93)	1,277	1,277	4.98	0.57	3.37
U.S. Instrumentality	24,141,092.00	24,055,426.58	24,154,205.00	98,778.42	1,108	414	57.03	1.45	1.11
Corporate	10,997,734.20	10,710,510.66	10,753,040.30	42,529.64	369	369	25.98	1.18	0.99
Total	42,330,936.97	41,943,541.93	42,078,695.06	135,153.13	794	399	100.00	1.20	1.06

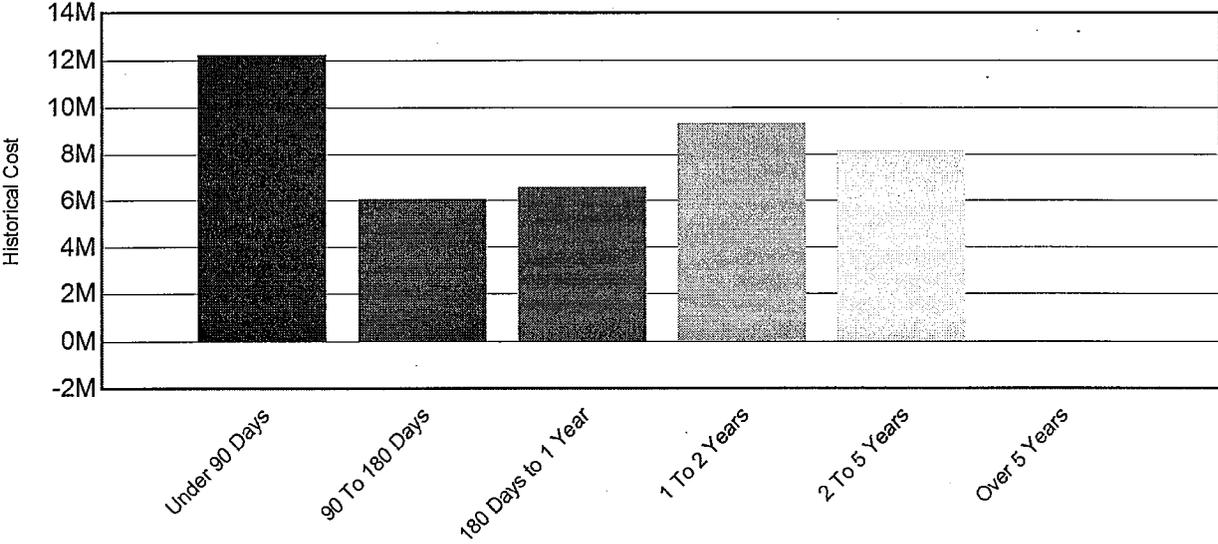
* Weighted Average Yield is calculated on a "yield to worst" basis.



**City of Englewood
Maturity Distribution of Securities Held
March 31, 2012**

Maturity	Historical Cost	Percent
Under 90 Days	12,232,925.76	28.90 %
90 To 180 Days	6,063,377.50	14.32 %
180 Days to 1 Year	6,574,160.00	15.53 %
1 To 2 Years	9,322,954.20	22.02 %
2 To 5 Years	8,137,519.51	19.22 %
Over 5 Years	0.00	0.00 %
	42,330,936.97	100.00 %

Maturity Distribution



**City of Englewood
Securities Held
March 31, 2012**

CUSIP/ Description	Purchase Date	Rate/ Coupon	Maturity/ Call Date	Par Value/ Shares	Historical Cost/ Accrued Interest Purchased	Amortized Cost/ Accretion (Amortization)	Fair Value/ Change In Fair Value	Unrealized Gain (Loss)	Interest Received	Interest Earned	Total Accrued Interest	% Port Cost	Yield
Cash and Equivalents													
CT PLUS	03/31/12	0.210V		4,086,455.76	4,086,455.76 0.00	4,086,455.76 0.00	4,086,455.76 0.00	0.00	618.37	618.37	0.00	9.65	0.21
TOTAL (Cash and Equivalents)				4,086,455.76	4,086,455.76 0.00	4,086,455.76 0.00	4,086,455.76 0.00	0.00	618.37	618.37	0.00	9.65	
Commercial Paper													
48802WLD8 KELLS FUNDING LLC	02/24/12	0.000	08/01/12	1,000,000.00	997,217.50 0.00	997,865.00 542.50	998,822.00 653.00	957.00	0.00	0.00	0.00	2.36	0.64
TOTAL (Commercial Paper)				1,000,000.00	997,217.50 0.00	997,865.00 542.50	998,822.00 653.00	957.00	0.00	0.00	0.00	2.36	
U.S. Treasury													
912828MH0 T-Note	09/15/11	2.250	01/31/15	1,000,000.00	1,061,484.38 0.00	1,051,569.15 (1,544.59)	1,048,672.00 (3,672.00)	(2,897.15)	0.00	1,916.20	3,770.60	2.51	0.41
912828QP8 T-Note	09/23/11	1.750	05/31/16	1,000,000.00	1,046,953.13 0.00	1,041,714.78 (850.21)	1,037,500.00 (6,016.00)	(4,214.78)	0.00	1,482.24	5,881.15	2.47	0.73
TOTAL (U.S. Treasury)				2,000,000.00	2,108,437.51 0.00	2,093,283.93 (2,394.80)	2,086,172.00 (9,688.00)	(7,111.93)	0.00	3,398.44	9,651.75	4.98	
U.S. Instrumentality													
31331XG30 FFCB	11/15/07	5.450	06/21/12	1,000,000.00	1,039,790.00 0.00	1,001,918.45 (734.22)	1,011,622.00 (4,654.00)	9,703.55	0.00	4,541.67	15,138.89	2.46	4.48
31331Y3X6 FFCB	09/02/08	3.950	07/23/12	1,000,000.00	999,320.00 0.00	999,945.89 14.85	1,011,676.00 (3,382.00)	11,730.11	0.00	3,291.67	7,461.11	2.36	3.97
3135G0CQ4 FNMA	Call 11/30/11	0.450	09/06/13 09/06/12	1,000,000.00	999,100.00 0.00	999,271.36 43.19	1,000,396.00 88.00	1,124.64	2,250.00	375.00	312.50	2.36	0.50
31398A4N9 FNMA	10/15/10	1.000	10/15/13	1,000,000.00	1,001,170.00 0.00	1,000,000.00 0.00	1,006,919.00 (293.00)	6,919.00	0.00	833.33	4,611.11	2.37	1.00
3133XWKV0 FHLB	03/28/11	2.375	03/14/14	1,000,000.00	1,030,620.00 0.00	1,020,149.21 (877.28)	1,038,250.00 (1,398.00)	18,100.79	11,875.00	1,979.17	1,121.53	2.43	1.32
31331KMF4 FFCB	Call 06/06/11	1.180	06/06/14 06/06/12	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,001,220.00 (740.00)	1,220.00	0.00	983.33	3,769.44	2.36	1.18
3134G2UA8 FHLMC	11/30/11	1.000	08/20/14	1,000,000.00	1,007,500.00 0.00	1,006,571.93 (233.91)	1,012,220.00 (680.00)	5,648.07	0.00	833.33	1,138.89	2.38	0.72
313370JS8 FHLB	07/28/11	1.375	09/12/14	1,000,000.00	1,011,560.00 0.00	1,009,049.60 (313.80)	1,019,881.00 (1,571.00)	10,831.40	6,875.00	1,145.83	725.69	2.39	1.00

**City of Englewood
Securities Held
March 31, 2012**

CUSIP/ Description	Purchase Date	Rate/ Coupon	Maturity/ Call Date	Par Value/ Shares	Historical Cost/ Accrued Interest Purchased	Amortized Cost/ Accretion (Amortization)	Fair Value/ Change In Fair Value	Unrealized Gain (Loss)	Interest Received	Interest Earned	Total Accrued Interest	% Port Cost	Yield	
3136FTHC6 FNMA	Call 10/27/11	1.000	01/26/15 10/26/12	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,001,018.00 1,189.00	1,018.00	0.00	833.34	1,805.56	2.36	1.00	
3135G0HA4 FNMA	Call 02/01/12	0.750	01/30/15 01/30/14	1,000,000.00	1,004,962.00 20.83	1,004,553.60 (211.01)	999,213.00 1,480.00	(5,340.60)	0.00	625.00	1,270.83	2.37	0.50	
313373JK9 FHLB	Call 04/29/11	2.100	04/29/15 04/29/13	1,000,000.00	1,002,500.00 0.00	1,001,344.05 (106.02)	1,017,084.00 (70.00)	15,739.95	0.00	1,750.00	8,866.67	2.37	1.97	
313373XT4 FHLB	Call 06/14/11	1.875	06/08/15 06/08/12	1,000,000.00	1,004,620.00 0.00	1,000,872.67 (397.83)	1,002,442.00 (834.00)	1,569.33	0.00	1,562.50	5,885.42	2.37	1.40	
313311JK1 FFCB	Call 11/03/10	2.500	06/15/15 06/15/12	1,000,000.00	1,028,060.00 0.00	1,003,566.95 (1,474.34)	1,003,176.00 (1,218.00)	(390.95)	0.00	2,083.33	7,361.11	2.43	0.75	
3135G0CV3 FNMA	Call 12/21/11	1.050	09/14/15 09/14/12	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,001,954.00 (121.00)	1,954.00	5,250.00	875.00	495.83	2.36	1.05	
313371AE6 FHLB	Call 10/15/10	1.000V	10/15/15 10/15/12	1,000,000.00	1,001,250.00 0.00	1,000,336.87 (53.01)	1,002,522.00 182.00	2,185.13	0.00	833.33	4,611.11	2.37	0.94	
3136FPPE9 FNMA	Call 10/26/10	1.000V	10/26/15 04/26/12	1,000,000.00	1,001,250.00 0.00	1,000,057.03 (70.71)	1,000,357.00 (411.00)	299.97	0.00	833.34	4,305.56	2.37	0.92	
3134G24E9 FHLMC	Call 11/17/11	1.200	11/17/15 05/17/13	1,000,000.00	1,002,500.00 0.00	1,001,878.43 (141.68)	1,004,914.00 (1,681.00)	3,035.57	0.00	1,000.00	4,466.67	2.37	1.03	
3134G3MK3 FHLMC	Call 02/24/12	1.000	02/24/16 02/24/14	1,000,000.00	1,004,140.00 0.00	1,003,930.45 (175.57)	996,245.00 331.00	(7,685.45)	0.00	833.34	1,027.78	2.37	0.79	
3136FRPN8 FNMA	Call 04/19/11	1.250V	04/19/16 04/19/12	1,000,000.00	998,250.00 0.00	998,583.33 29.69	1,000,533.00 (911.00)	1,949.67	0.00	1,041.67	5,625.00	2.36	3.22	
3136FTFY0 FNMA	Call 10/26/11	1.250V	10/26/16 10/26/12	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,002,591.00 (560.00)	2,591.00	0.00	1,041.66	5,381.94	2.36	1.25	
3136FTHY8 FNMA	Call 11/07/11	1.625	11/07/16 11/07/12	1,000,000.00	1,002,410.00 0.00	1,001,448.63 (204.13)	1,005,106.00 (617.00)	3,657.37	0.00	1,354.17	6,500.00	2.37	1.38	
3135G0ESS FNMA	Call 11/30/11	1.375	11/15/16	1,000,000.00	1,002,090.00 572.92	1,001,948.13 (35.76)	1,011,829.00 (7,318.00)	9,880.87	0.00	1,145.83	5,194.44	2.37	1.33	
3136FTHU6 FNMA	Call 11/16/11	1.800	11/16/16 05/16/12	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,001,653.00 (436.00)	1,653.00	0.00	1,500.00	6,750.00	2.36	1.80	
3136FTWP0 FNMA	Call 12/29/11	1.300V	12/28/16 12/28/12	1,000,000.00	1,000,000.00 36.11	1,000,000.00 0.00	1,001,384.00 (1,943.00)	1,384.00	0.00	1,083.33	3,358.33	2.36	1.30	
TOTAL (U.S. Instrumentality)					24,000,000.00	24,141,092.00 629.86	24,055,426.58 (4,941.54)	24,154,205.00 (25,568.00)	98,778.42	26,250.00	32,379.17	107,185.41	57.03	

Corporate

084670AS7	Call 10/05/09	4.750	05/15/12	1,000,000.00	1,074,500.00	1,003,439.66	1,004,981.00	1,541.34	0.00	3,958.33	17,944.44	2.54	1.82
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**City of Englewood
Securities Held
March 31, 2012**

CUSIP/ Description	Purchase Date	Rate/ Coupon	Maturity/ Call Date	Par Value/ Shares	Historical Cost/ Accrued Interest Purchased	Amortized Cost/ Accretion (Amortization)	Fair Value/ Change In Fair Value	Unrealized Gain (Loss)	Interest Received	Interest Earned	Total Accrued Interest	% Port Cost	Yield
Berkshire Hathaway					0.00	(2,423.40)	(3,861.00)						
36962G4E1	07/16/10	3.500	08/13/12	1,000,000.00	1,034,170.00	1,006,032.65	1,009,771.00	3,738.35	0.00	2,916.67	4,666.67	2.44	1.81
GE Capital					0.00	(1,395.61)	(4,022.00)						
59217EBZ6	08/27/10	2.875	09/17/12	1,000,000.00	1,033,570.00	1,007,544.32	1,009,267.00	1,722.68	14,375.00	2,395.84	1,118.06	2.44	1.22
Metropolitan Life GI					0.00	(1,383.87)	(1,744.00)						
87244EAC6	09/30/11	5.125	10/10/12	1,500,000.00	1,570,500.00	1,536,000.00	1,534,533.00	(1,467.00)	0.00	6,406.25	36,515.63	3.71	0.53
TIAA Global Markets					0.00	(5,812.50)	(5,055.00)						
592179JG1	10/03/11	5.125	04/10/13	500,000.00	525,630.00	517,271.39	522,638.50	5,367.11	0.00	2,135.42	12,171.88	1.24	1.69
Met Life Global Fund					0.00	(1,431.58)	816.50						
64953BAP3	09/27/11	4.650	05/09/13	1,360,000.00	1,441,967.20	1,415,987.77	1,417,412.40	1,424.63	0.00	5,270.00	24,944.67	3.41	0.89
NEW YORK LIFE GLO					0.00	(4,306.75)	(5,459.04)						
12572QAA3	08/05/11	5.400	08/01/13	1,000,000.00	1,088,050.00	1,058,982.60	1,059,426.00	443.40	0.00	4,500.00	9,000.00	2.57	0.92
CME GROUP INC					0.00	(3,754.54)	(4,280.00)						
06406HBK4	08/27/10	5.125	08/27/13	1,000,000.00	1,113,040.00	1,052,910.15	1,060,284.00	7,373.85	0.00	4,270.84	4,840.28	2.63	1.27
Bank of New York					0.00	(3,197.30)	(4,334.00)						
36962G4X9	08/25/11	2.100	01/07/14	500,000.00	506,185.00	504,613.75	510,370.00	5,756.25	0.00	875.00	2,450.00	1.20	1.57
GE Capital					0.00	(221.41)	385.50						
06406HBT5	08/31/11	1.500	01/31/14	600,000.00	611,292.00	608,558.42	607,067.40	(1,491.02)	0.00	750.00	1,500.00	1.44	0.71
Bank of New York					0.00	(395.98)	(48.00)						
478160AX2	05/20/11	1.200	05/15/14	1,000,000.00	998,830.00	999,169.95	1,017,290.00	18,120.05	0.00	1,000.00	4,533.33	2.36	1.24
Johnson & Johnson					0.00	33.24	(148.00)						
TOTAL (Corporate)				10,460,000.00	10,997,734.20	10,710,510.66	10,753,040.30	42,529.64	14,375.00	34,478.35	119,684.96	25.98	
					0.00	(24,289.70)	(27,749.04)						

GRAND TOTAL 41,546,455.76 42,330,936.97 41,943,541.93 42,078,695.06 135,153.13 41,243.37 70,874.33 236,522.12 100.00

629.86 (31,083.54) (62,352.04)

V = variable rate, current rate shown, average rate for Cash & Equivalents

City of Englewood
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2012

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moody Rating	Par Value / Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
<u>FNMA</u>												
3136FRFN8	U.S. Instrumentality	1.250	04/19/2016	04/19/2012	AA+	Aaa	1,000,000.00	998,250.00	2.36	1,000,533.00	2.38	0.05
3136FPRE9	U.S. Instrumentality	1.000	10/26/2015	04/26/2012	AA+	Aaa	1,000,000.00	1,001,250.00	2.37	1,000,357.00	2.38	0.07
3136FTHU6	U.S. Instrumentality	1.800	11/16/2016	05/16/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,001,653.00	2.38	0.13
3135G0CQ4	U.S. Instrumentality	0.450	09/06/2013	09/06/2012	AA+	Aaa	1,000,000.00	999,100.00	2.36	1,000,396.00	2.38	0.43
3135G0CV3	U.S. Instrumentality	1.050	09/14/2015	09/14/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,001,954.00	2.38	0.45
3136FTFY0	U.S. Instrumentality	1.250	10/26/2016	10/26/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,002,591.00	2.38	0.57
3136FTHC6	U.S. Instrumentality	1.000	01/26/2015	10/26/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,001,018.00	2.38	0.57
3136FTHY8	U.S. Instrumentality	1.625	11/07/2016	11/07/2012	AA+	Aaa	1,000,000.00	1,002,410.00	2.37	1,005,106.00	2.39	0.60
3136FTWP0	U.S. Instrumentality	1.300	12/28/2016	12/28/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,001,384.00	2.38	0.74
31398A4N9	U.S. Instrumentality	1.000	10/15/2013		AA+	Aaa	1,000,000.00	1,001,170.00	2.37	1,006,919.00	2.39	1.52
3135G0HA4	U.S. Instrumentality	0.750	01/30/2015	01/30/2014	AA+	Aaa	1,000,000.00	1,004,962.00	2.37	999,213.00	2.37	2.79
3135G0ES8	U.S. Instrumentality	1.375	11/15/2016		AA+	Aaa	1,000,000.00	1,002,090.00	2.37	1,011,829.00	2.40	4.45
ISSUER TOTAL							12,000,000.00	12,009,232.00	28.37	12,032,953.00	28.60	1.03
<u>FHLB</u>												
313373XT4	U.S. Instrumentality	1.875	06/08/2015	06/08/2012	AA+	Aaa	1,000,000.00	1,004,620.00	2.37	1,002,442.00	2.38	0.19
313371AE6	U.S. Instrumentality	1.000	10/15/2015	10/15/2012	AA+	Aaa	1,000,000.00	1,001,250.00	2.37	1,002,522.00	2.38	0.54
313373JK9	U.S. Instrumentality	2.100	04/29/2015	04/29/2013	AA+	Aaa	1,000,000.00	1,002,500.00	2.37	1,017,084.00	2.42	1.06
3133XWKV0	U.S. Instrumentality	2.375	03/14/2014		AA+	Aaa	1,000,000.00	1,030,620.00	2.43	1,038,250.00	2.47	1.92
313370JS8	U.S. Instrumentality	1.375	09/12/2014		AA+	Aaa	1,000,000.00	1,011,560.00	2.39	1,019,881.00	2.42	2.41
ISSUER TOTAL							5,000,000.00	5,050,550.00	11.93	5,080,179.00	12.07	1.23
<u>CT PLUS</u>												
	Cash and Equivalents	0.210			AAA	Aaa	4,086,455.76	4,086,455.76	9.65	4,086,455.76	9.71	0.00
ISSUER TOTAL							4,086,455.76	4,086,455.76	9.65	4,086,455.76	9.71	0.00
<u>FFCB</u>												
31331KMF4	U.S. Instrumentality	1.180	06/06/2014	06/06/2012	AA+	Aaa	1,000,000.00	1,000,000.00	2.36	1,001,220.00	2.38	0.18
31331JRK1	U.S. Instrumentality	2.500	06/15/2015	06/15/2012	AA+	Aaa	1,000,000.00	1,028,060.00	2.43	1,003,176.00	2.38	0.21
31331XG30	U.S. Instrumentality	5.450	06/21/2012		AA+	Aaa	1,000,000.00	1,039,790.00	2.46	1,011,622.00	2.40	0.22
31331Y3X6	U.S. Instrumentality	3.950	07/23/2012		AA+	Aaa	1,000,000.00	999,320.00	2.36	1,011,676.00	2.40	0.31
ISSUER TOTAL							4,000,000.00	4,067,170.00	9.61	4,027,694.00	9.57	0.23

City of Englewood
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2012

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moody Rating	Par Value / Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
<u>FHLMC</u>												
3134G24E9	U.S. Instrumentality	1.200	11/17/2015	05/17/2013	AA+	Aaa	1,000,000.00	1,002,500.00	2.37	1,004,914.00	2.39	1.12
3134G2UA8	U.S. Instrumentality	1.000	08/20/2014		AA+	Aaa	1,000,000.00	1,007,500.00	2.38	1,012,220.00	2.41	2.36
3134G3MK3	U.S. Instrumentality	1.000	02/24/2016	02/24/2014	AA+	Aaa	1,000,000.00	1,004,140.00	2.37	996,245.00	2.37	3.81
ISSUER TOTAL							3,000,000.00	3,014,140.00	7.12	3,013,379.00	7.16	2.42
<u>T-Note</u>												
912828MH0	U.S. Treasury	2.250	01/31/2015		AA+	Aaa	1,000,000.00	1,061,484.38	2.51	1,048,672.00	2.49	2.75
912828QP8	U.S. Treasury	1.750	05/31/2016		AA+	Aaa	1,000,000.00	1,046,953.13	2.47	1,037,500.00	2.47	4.00
ISSUER TOTAL							2,000,000.00	2,108,437.51	4.98	2,086,172.00	4.96	3.37
<u>Bank of New York</u>												
06406HBK4	Corporate	5.125	08/27/2013		A+	Aa3	1,000,000.00	1,113,040.00	2.63	1,060,284.00	2.52	1.37
06406HBT5	Corporate	1.500	01/31/2014		A+	Aa3	600,000.00	611,292.00	1.44	607,067.40	1.44	1.80
ISSUER TOTAL							1,600,000.00	1,724,332.00	4.07	1,667,351.40	3.96	1.53
<u>TIAA Global Markets</u>												
87244EAC6	Corporate	5.125	10/10/2012		AA+	Aa1	1,500,000.00	1,570,500.00	3.71	1,534,533.00	3.65	0.51
ISSUER TOTAL							1,500,000.00	1,570,500.00	3.71	1,534,533.00	3.65	0.51
<u>GE Capital</u>												
36962G4E1	Corporate	3.500	08/13/2012		AA+	Aa2	1,000,000.00	1,034,170.00	2.44	1,009,771.00	2.40	0.37
36962G4X9	Corporate	2.100	01/07/2014		AA+	Aa2	500,000.00	506,185.00	1.20	510,370.00	1.21	1.73
ISSUER TOTAL							1,500,000.00	1,540,355.00	3.64	1,520,141.00	3.61	0.83
<u>NEW YORK LIFE GLOBAL FDG</u>												
64953BAP3	Corporate	4.650	05/09/2013		AA+	Aaa	1,360,000.00	1,441,967.20	3.41	1,417,412.40	3.37	1.07
ISSUER TOTAL							1,360,000.00	1,441,967.20	3.41	1,417,412.40	3.37	1.07
<u>CME GROUP INC</u>												
12572QAA3	Corporate	5.400	08/01/2013		AA-	Aa3	1,000,000.00	1,088,050.00	2.57	1,059,426.00	2.52	1.29
ISSUER TOTAL							1,000,000.00	1,088,050.00	2.57	1,059,426.00	2.52	1.29
<u>Johnson & Johnson</u>												
478160AX2	Corporate	1.200	05/15/2014		AAA	Aaa	1,000,000.00	998,830.00	2.36	1,017,290.00	2.42	2.09
ISSUER TOTAL							1,000,000.00	998,830.00	2.36	1,017,290.00	2.42	2.09

City of Englewood
GASB 40 - Deposit and Investment Risk Disclosure
March 31, 2012

CUSIP	Type	Coupon	Maturity Date	Call Date	S&P Rating	Moody Rating	Par Value / Shares	Historical Cost	% Portfolio Hist Cost	Market Value	% Portfolio Mkt Value	Weighted Avg Mkt Dur (Yrs)
Metropolitan Life Global Fund												
59217EBZ6	Corporate	2.875	09/17/2012		AA-	Aa3	1,000,000.00	1,033,570.00	2.44	1,009,267.00	2.40	0.46
ISSUER TOTAL							1,000,000.00	1,033,570.00	2.44	1,009,267.00	2.40	0.46
Berkshire Hathaway												
084670AS7	Corporate	4.750	05/15/2012		AA+	Aa2	1,000,000.00	1,074,500.00	2.54	1,004,981.00	2.39	0.12
ISSUER TOTAL							1,000,000.00	1,074,500.00	2.54	1,004,981.00	2.39	0.12
KELLS FUNDING LLC												
48802WLD8	Commercial Paper	0.000	08/01/2012		A-1+	P-1	1,000,000.00	997,217.50	2.36	998,822.00	2.37	0.00
ISSUER TOTAL							1,000,000.00	997,217.50	2.36	998,822.00	2.37	0.00
Met Life Global Funding												
592179JG1	Corporate	5.125	04/10/2013		AA-	Aa3	500,000.00	525,630.00	1.24	522,638.50	1.24	0.99
ISSUER TOTAL							500,000.00	525,630.00	1.24	522,638.50	1.24	0.99

GRAND TOTAL

41,546,455.76 42,330,936.97 100.00 42,078,695.06 100.00 1.06

Highlighted totals are issuers representing 5.00% or more of the portfolio's market value

**City of Englewood
Securities Purchased
March 1, 2012 - March 31, 2012**

CUSIP/Description	Purchase Date	Rate/Coupon	Maturity/Call Date	Par Value/Shares	Unit Cost	Principal Cost	Accrued Interest Purchased	Yield
<u>Cash and Equivalents</u>								
CT PLUS	03/09/2012	0.210V		969,162.33	100.000	969,162.33	0.00	0.21
CT PLUS	03/20/2012	0.210V		550,418.35	100.000	550,418.35	0.00	0.21
CT PLUS	03/31/2012	0.210V		618.37	100.000	618.37	0.00	0.21
CT PLUS	03/31/2012	0.210V		75.19	100.000	75.19	0.00	0.21
TOTAL (Cash and Equivalents)				1,520,274.24		1,520,274.24	0.00	
GRAND TOTAL				1,520,274.24		1,520,274.24	0.00	

V = variable rate, current rate shown, average rate for Cash & Equivalents

City of Englewood
Securities Sold and Matured
March 1, 2012 - March 31, 2012

CUSIP/ Description	Sale or Maturity Date	Rate/ Coupon	Maturity/ Call Date	Par Value/ Shares	Historical Cost	Amortized Cost at Sale or Maturity / Accr/ (Amort)	Sale/ Maturity Price	Fair Value at Sale or Maturity / Chg.In Fair Value	Realized Gain (Loss)	Accrued Interest Sold	Interest Received	Interest Earned	Yield
Cash and Equivalents													
CT PLUS	03/15/2012	0.210V		99,649.59	99,649.59	99,649.59	100.00	99,649.59	0.00	0.00	0.00	0.00	0.21
						0.00		0.00					
TOTAL (Cash and Equivalents)				99,649.59	99,649.59	99,649.59		99,649.59	0.00	0.00	0.00	0.00	
						0.00		0.00					
GRAND TOTAL				99,649.59	99,649.59	99,649.59		99,649.59	0.00	0.00	0.00	0.00	
						0.00		0.00					

V = variable rate, current rate shown, average rate for Cash & Equivalents

**City of Englewood
Transaction Report
for the period March 1, 2012 - March 31, 2012**

Date	CUSIP	Transaction	Sec Type	Description	Maturity	PAR Value/Shares	Principal	Interest	Transaction Total	Balance
03/06/2012	3135G0CQ4	Interest	INS	FNMA	09/06/2013	1,000,000.00	0.00	2,250.00	2,250.00	2,250.00
03/09/2012		Bought	CE	CT PLUS		969,162.33	969,162.33	0.00	(969,162.33)	(966,912.33)
03/12/2012	313370JS8	Interest	INS	FHLB	09/12/2014	1,000,000.00	0.00	6,875.00	6,875.00	(960,037.33)
03/14/2012	3133XWKV0	Interest	INS	FHLB	03/14/2014	1,000,000.00	0.00	11,875.00	11,875.00	(948,162.33)
03/14/2012	3135G0CV3	Interest	INS	FNMA	09/14/2015	1,000,000.00	0.00	5,250.00	5,250.00	(942,912.33)
03/15/2012		Sold	CE	CT PLUS		99,649.59	99,649.59	0.00	99,649.59	(843,262.74)
03/17/2012	59217EBZ6	Interest	COR	Metropolitan Life Gl	09/17/2012	1,000,000.00	0.00	14,375.00	14,375.00	(828,887.74)
03/20/2012		Bought	CE	CT PLUS		550,418.35	550,418.35	0.00	(550,418.35)	(1,379,306.09)
03/31/2012		Interest	CE	CT PLUS		4,085,750.63	0.00	618.37	618.37	(1,378,687.72)
03/31/2012		Bought	CE	CT PLUS		693.56	693.56	0.00	(693.56)	(1,379,381.28)
Portfolio Activity Total										(1,379,381.28)

Net Contributions:	1,382,568.49
Net Withdrawals:	0.00

Fees Charged:	3,187.21
Fees Paid:	3,187.21

**City of Englewood
Securities Bid and Offer
for the period 3/1/2012 - 3/31/2012**

Trans	Settle	Description	Call Date	Broker	Par Value	Discount	Price	YTM/YTC	Competitive Bids
No Activity this period									

**City of Englewood
Upcoming Cash Activity
for the next 45 days**

Date	Transaction	CUSIP	Description	Coupon	Maturity Date	Next Call Date	Par / Shares	Principal	Interest	Transaction Total
04/10/2012	Interest	87244EAC6	TIAA Global Markets	5.125	10/10/2012		1,500,000.00	0.00	38,437.50	38,437.50
04/10/2012	Interest	592179JG1	Met Life Global Funding	5.125	04/10/2013		500,000.00	0.00	12,812.50	12,812.50
04/15/2012	Interest	31398A4N9	FNMA	1.000	10/15/2013		1,000,000.00	0.00	5,000.00	5,000.00
04/15/2012	Interest	313371AE6	FHLB	0.000	10/15/2015	10/15/2012	1,000,000.00	0.00	5,000.00	5,000.00
04/19/2012	Interest	3136FRFN8	FNMA	0.000	04/19/2016	04/19/2012	1,000,000.00	0.00	6,250.00	6,250.00
04/26/2012	Potential Call	3136FPRE9	FNMA	0.000	10/26/2015	04/26/2012	1,000,000.00	1,000,000.00	5,000.00	1,005,000.00
04/26/2012	Interest	3136FTFY0	FNMA	0.000	10/26/2016	10/26/2012	1,000,000.00	0.00	6,250.00	6,250.00
04/29/2012	Interest	313373JK9	FHLB	2.100	04/29/2015	04/29/2013	1,000,000.00	0.00	10,500.00	10,500.00
05/07/2012	Interest	3136FTHY8	FNMA	1.625	11/07/2016	11/07/2012	1,000,000.00	0.00	8,125.00	8,125.00
05/09/2012	Interest	64953BAP3	NEW YORK LIFE	4.650	05/09/2013		1,360,000.00	0.00	31,620.00	31,620.00
05/15/2012	Interest	478160AX2	Johnson & Johnson	1.200	05/15/2014		1,000,000.00	0.00	6,000.00	6,000.00
05/15/2012	Interest	3135G0ES8	FNMA	1.375	11/15/2016		1,000,000.00	0.00	6,875.00	6,875.00
05/15/2012	Maturity	084670AS7	Berkshire Hathaway	4.750	05/15/2012		1,000,000.00	1,000,000.00	23,750.00	1,023,750.00

End Of Reports



New York Office
113 King Street
Armonk, NY 10504
Tel: 866 766 3030
Fax: 914 765 3030

Colorado Office
1900 Sixteenth Street, Suite 200
Denver, CO 80202
Tel: 303 860 1100
Fax: 303 860 0016

For any questions concerning this report please contact accounting either by phone or email to camreports@cutwater.com.

MEMORANDUM



TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: David Henderson, Engineering/Capital Projects Administrator ✓

DATE: April 11, 2012

SUBJECT: PROJECT UPDATES –Denver Water Projects, Duncan Park Planning and Design, **Pirates Cove Projects**, Centennial Park Trail Loop Project, Kent Place, Golf Course Pump Station Intake Pipe, Security Camera Project, Xcel Energy Projects, Gas Line Replacement Projects, Denver S. Broadway Improvements, Concrete Utility Program 2012, Union Ave. Paving Project, City Radio System, Street Maintenance Projects 2012, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

DENVER WATER PROJECTS (CONDUIT 13 REHABILITATION)

Vault Repair at Quincy/Broadway

The Denver Water Department's contractor, Concrete Works of Colorado, completed paving and re-opened Quincy Ave. last Friday. Work inside the vault will continue, without affecting traffic, until around the first of May.

Conduit Work at Belleview/Broadway

Denver Water completed work on the conduit at the Belleview and Broadway intersection.

DUNCAN PARK PLANNING AND DESIGN

Council approved a Professional Services Agreement for environmental abatement and demolition of the Duncan School building at the March 19th City Council meeting.

Englewood Parks and Recreation hosted an Open House on Tuesday, April 10, 6-8pm in the library at All Souls School, 4951 South Pennsylvania Street. The Final Design for Duncan Park was available for citizen review along with an update on the environmental remediation and the demolition plans for the existing school building at the site.

Demolition of the old school building is tentatively scheduled to begin on April 30th.

PIRATES COVE PROJECTS

The following maintenance and repair projects will be completed before the pool opens on May 26th: Competition Pool Resurfacing (underway), Lazy River Painting, Concrete Repairs, Bucket Repair and Painting, and Play Structure/Panel Restoration in the Leisure Pool.

CENTENNIAL PARK TRAIL LOOP PROJECT

A contract has been awarded to Standard Concrete, Inc. of Denver, CO for improvements to the loop trail including removing the asphalt and replacing it with a 10-ft. wide concrete path. Plans are to close one-half of the path at a time, maintaining some access to the trail for users. Additionally, landscaping will be addressed around the small pond on the Centennial side. Further improvements will also be made regarding the fishing access along the lake, providing for ADA accessibility. Along the bank, plans are to create shoreline stability; and a new ADA accessible bridge will replace the existing one near the fishing side. **This project should start in May and take approximately three months to complete.**

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, Mark Young Construction, is currently working on parking lot construction (curb/gutter and lighting). The contractor has installed special signage to protect the adjacent neighborhood from construction truck traffic.

Colorado Structures Inc., continued foundation work for the "Fresh Fare by King Soopers". Xcel continued installing their utilities.

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. Staff will present an update to City Council at an upcoming Study Session.

XCEL ENERGY PROJECTS

Gas Line Replacement Projects

Xcel Energy continued the installation and upgrade of gas lines in the northbound lanes of the 4200-4400 blocks of S. Broadway. Northbound traffic will be restricted to one lane between the hours of 8:30 AM and 3:30 PM. The project is expected to last until May 20th. Installation and upgrade of gas lines in the 3600 block of S. Broadway began the week of April 9. This section of Xcel's project is expected to be completed by June 9.

DENVER S. BROADWAY IMPROVEMENTS

The City of Denver continued construction on S. Broadway between Wesley and Yale. The contractor is addressing a few minor punch list items on the traffic signal at 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

City Council approved awarding a contract to NORAA Concrete Construction at the April 2nd City Council meeting. The project is scheduled to begin the first week of June.

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

UNION AVE. PAVING PROJECT

Plans and specifications to repair West Union Ave. at the truck entrance to Waste Management and Brannan Sand & Gravel are complete, and the project has been advertised. Due to heavy truck traffic and turning movements, the asphalt roadway in this area has been a maintenance issue for many years. The project will remove asphalt and a concrete paving section will be constructed. Bids were opened on March 29th. **Public Works staff and the contractor have explored value engineering to reduce costs and provide a superior finish product. Staff will discuss the project at the April 23rd Study Session and present a motion to award the contract at the May 7th Council Meeting.**

CITY RADIO SYSTEM-REPLACEMENT WITH PUSH TO TALK

The Servicer Garage continues to remove old radios from vehicles as they are being serviced.

STREET MAINTENANCE PROJECTS 2012

Staff completed plans and specifications for contract Crack Sealing. The project has been advertised and bids are due on April 4th. **Staff will present a motion to award a Crack Sealing contract at the April 16th City Council meeting.**

Streets Division staff continues grading and adding road base to alleys. Approximately 80% of the work is complete.

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, Unifocus, and 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 closed.

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.

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.

EEFI's fountain contractor will remove the fountain cover next week. The fountain will require minor repairs and painting before it is turned on around the first of May.

Bradley Station Environmental

EEFI's environmental consultants prepared an Executive Summary Report (dated July 28, 2008).

Updates will be provided as additional information is received.

ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)

PA-84 West

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

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

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, 39 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. \$0.40 per gallon less than regular unleaded gasoline. Ten of our fleet vehicles run on Compressed Natural Gas (CNG). 39 on-road vehicles and 23 off road (construction equipment) run on biodiesel fuel.

Hybrid Vehicle Purchase

Two hybrid vehicles are in service, one in the Fire Department and one in the Building Division.

"Green" Programs

We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources. The Servicenter is now "single-streaming" waste at the Servicenter and a dumpster has been supplied for *cardboard only* recycling.

Energy Saving Projects

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

Electric Vehicle Charging Stations

Staff discussed a potential grant to install charging stations at the Study Session on May 23rd. The joint application has been submitted to the Department of Energy. We have received word that the grant has been approved. Discussions, through the State, continue regarding local regulations, Xcel power issues, public use, and cost.

GPS IN VEHICLES

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. **GPS equipment installation is underway. 12 of the 37 units have been installed so far.** Our match to the project is the installation. The Servicenter Garage will install with in-house labor. The GPS units will be installed in Police patrol vehicles, Public Works vehicles, Fire Department equipment, and some Wastewater Treatment Plant vehicles. The system will allow us to track locations, easily obtain information regarding quantities of ice slicer dispensed, monitor idle times, and allow the public to track where plow trucks have been.

**ENGLEWOOD MUNICIPAL COURT
2012
QUARTERLY STATISTICS**

	1st Qtr 2011	1st Qtr 2012	Difference	% Change	YTD 2011	YTD 2012	Difference	% Change
FILINGS								
Criminal	536	557	21	4%	536	557	21	4%
(Domestic Viol)*	(37)	(43)	(6)	16%	(37)	(43)	(6)	16%
Traffic Infractions	2072	2237	165	8%	2072	2237	165	8%
Traffic Offenses	346	549	203	59%	346	549	203	59%
Parking	1486	1747	261	18%	1486	1747	261	18%
TOTAL	4440	5090	650	15%	4440	5090	650	15%
HEARINGS								
Video Arrn's	118	137	19	16%	118	137	19	16%
Juv Arrn's	110	114	4	4%	110	114	4	4%
Other Arrn's	596	695	99	17%	596	695	99	17%
Court Pre Trials	890	818	-72	-8%	890	818	-72	-8%
Jury Pre Trials	74	44	-30	-41%	74	44	-30	-41%
Court Trials Set	18	30	12	67%	18	30	12	67%
Jury Trials Set	3	3	0	0%	3	3	0	0%
Probation	58	57	-1	-2%	58	57	-1	-2%
Deferred Pros	52	36	-16	-31%	52	36	-16	-31%
Def Judgment	170	162	-8	-5%	170	162	-8	-5%
Conditional Stay	260	229	-31	-12%	260	229	-31	-12%
Stays	265	313	48	18%	265	313	48	18%
All Other Hearings	504	372	-132	-26%	504	372	-132	-26%
TOTAL	3118	3010	-108	-3%	3118	3010	-108	-3%
WARRANTS / DEFAULTS								
Bench	184	218	34	18%	184	218	34	18%
Execution	96	85	-11	-11%	96	85	-11	-11%
Default Judgments	233	358	125	54%	233	358	125	54%
TOTAL	513	661	148	29%	513	661	148	29%
REVENUES								
VBLC	\$1,220.00	\$1,765.00	\$545.00	45%	\$1,220.00	\$1,765.00	\$545.00	45%
Ct. Fines	\$86,599.00	\$77,572.32	-\$9,026.68	-10%	\$86,599.00	\$77,572.32	-\$9,026.68	-10%
Parking	\$27,425.00	\$30,040.00	\$2,615.00	10%	\$27,425.00	\$30,040.00	\$2,615.00	10%
VB Fines	\$214,540.00	\$264,639.00	\$50,099.00	23%	\$214,540.00	\$264,639.00	\$50,099.00	23%
Costs	\$31,310.65	\$30,438.39	-\$872.26	-3%	\$31,310.65	\$30,438.39	-\$872.26	-3%
Prob, DJH, DP	\$13,450.00	\$12,321.00	-\$1,129.00	-8%	\$13,450.00	\$12,321.00	-\$1,129.00	-8%
Witness	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	0%
Bond Forfeitures	\$1,010.00	\$475.00	-\$535.00	-53%	\$1,010.00	\$475.00	-\$535.00	-53%
OJWC	\$4,935.00	\$5,400.00	\$465.00	9%	\$4,935.00	\$5,400.00	\$465.00	9%
Jury	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00	\$0.00	0%
Success	\$145.00	\$400.00	\$255.00	176%	\$145.00	\$400.00	\$255.00	176%
Community Service	\$35.00	\$0.00	-\$35.00	-100%	\$35.00	\$0.00	-\$35.00	-100%
DUI's	\$6,081.82	\$7,905.88	\$1,824.06	30%	\$6,081.82	\$7,905.88	\$1,824.06	30%
TOTAL	\$386,751.47	\$430,956.59	\$44,205.12	11%	\$386,751.47	\$430,956.59	\$44,205.12	11%

*(Domestic Violence included in Criminal total)

**CITY OF ENGLEWOOD
2012 CALENDAR OF EVENTS**



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 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 Dev. Conf. Room
	7:00 p.m.	Library Board, Library Board Room
Wed. May 9	6:30 p.m.	Urban Renewal Authority, Community Dev. Conf. Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. May 10	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	6:30 p.m.	Transportation Advisory Committee, City Council Conference Room
Mon., May 14	7:00 p.m.	Citizen of the Year, Malley Center
Wed., May 16	6:30 p.m.	Code Enforcement Advisory Board, City Council Conf. Room
	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, telephone poll
Mon., May 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers

Tues., May 22	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Mon., May 28		City Hall closed — Memorial Day
Mon., June 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. June 5	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., June 6	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., June 11	6:00 p.m.	Board and Commission Interviews, City Council Conf. Rm.
Tues. June 12	5:00 p.m.	Water and Sewer Board, Comm. Development Conf. Rm.
	7:00 p.m.	Library Board, Library Board Room
Wed. June 13	6:30 p.m.	Urban Renewal Authority, Comm. Development Conf. Rm.
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. June 14	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
Mon., June 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. June 19	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., June 20	cancelled	Local Liquor and Medical Marijuana Licensing Authority, telephone poll
Mon., June 25	6:00 p.m.	Study Session, Community Room
Mon., July 2	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. July 3	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., July 4		City Hall closed — Independence Day

TENTATIVE

STUDY SESSIONS TOPICS

FOR ENGLEWOOD CITY COUNCIL



- April 16 Study Session & Regular Meeting
 Financial Report & Five Year Forecast
 Economic Summit Discussion
 Emergency Notification Systems Upgrade
- April 23 Study Session
 Joint Meeting with Littleton City Council
 Humane Society
 Update regarding WWTP Issues
 Citizen Engagement (Mindmixer – Littleton perspective)
 Union Avenue Paving
 Duncan Park Design
 Board/Commission Member Reappointment Discussion
 Board and Commission Liaison Reports
 Executive Session – Union Negotiations
- April 30 No Meeting Scheduled – 5th Monday
- May 7 Study Session & Regular Meeting
 Parks and Recreation Youth Council
 Englewood Schools Design
- May 14 Study Session
 Citizen of the Year Celebration at Malley Center
- May 21 Study Session & Regular Meeting
 Comprehensive Annual Financial Report
 Financial Report
 2013 Budget
 July 4th Update
 Board and Commission Liaison Reports
- May 28 Memorial Day **Holiday** – Civic Center closed
 No meeting scheduled.

June 4	Study Session & Regular Meeting NonEmergency Employees Retirement Plan changes Economic Development Strategies/Incentives Board and Commission Alternate Members
June 11	Study Session Board and Commission Interviews
June 18	Study Session & Regular Meeting Financial Report
June 25	Study Session Board and Commission Reports
July 2	Study Session & Regular Meeting Long Term Asset Reserve Fund - tentative
July 9	Study Session
July 16	Study Session & Regular Meeting Financial Report & 6-Month Financial Review Board and Commission Reports
July 23	Study Session Board and Commission Appreciation
July 30	5 th Monday – No meeting scheduled
August 6	Study Session & Regular Meeting
August 13	Study Session
August 20	Study Session & Regular Meeting Financial Report
August 27	Study Session Board and Commission Reports

September 4	Study Session & Regular Meeting - Tuesday
September 10	Study Session Preliminary 2013 Budget Discussion
September 17	Study Session & Regular Meeting Financial Report
September 24	Study Session Board and Commission Reports 2013 Proposed Budget Workshop
October 1	Study Session & Regular Meeting
October 8	Study Session
October 15	Study Session & Regular Meeting Financial Report

FUTURE STUDY SESSION TOPICS

Englewood Depot
 Historic Preservation
 ACE role in business initiatives
 Eats & Beats
 Security Cameras Update
 Acoma Parking Lot Landscape
 Board and Commission Alternate Members
 CityCenter RTD Parking (July)
 Citizens Budget Committee (Fall)
 Comprehensive Plan Update (May or June)
 Neighborhood Preservation
 Full Service City (During Fall Budget Process)
 Water Conservation Plan (April or May)
 Security Camera Update
 Concrete Utility Program
 Englewood Depot



Englewood Public Library Board

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**MINUTES
Englewood Public Library Board
March 8, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Tom Kelly, Michael Buchanan, Karen Pilgrim, Julie Grazulis, Stephanie McNutt, Philippe Ernwein, Yvonne Russell, Randy Penn (Council Member), Vicki Howard (School Board Member), Brianna Carey (Youth Member)

ABSENT: Stephanie Cogeos (excused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 02 That the minutes of the meeting of January 11, 2011 be approved as written.

Moved by: Ms. Pilgrim
Seconded by: Ms. Russell
The Motion passed unanimously.

Friends of the Library

Please review the reverse of the Agenda for Friends events and news.

Monthly Statistical and Financial Reports

Mr. Adams asked that Ms. Hargrove explain the change in the Monthly Statistical Report. The current WiFi reporting procedure is being looked at to see about getting a clearer report than currently available.

Other Old Business

None at this time

New Business

Library Board Chair's Report

Mr. Adams thanked the Board members again for their efforts and time with volunteering. Many of the members volunteer in various other groups and activities. He thanked them for the effect on the community as a whole.

Library Director's Report

Ms. Hargrove thanked the members also for the community and the Board's warm welcome. She explained the proposal for a security guard is still on the table and a decision will be made shortly. She shared a rough draft of planning that she will be setting forth. Ms. Hargrove asked that members share questions and concerns. Discussion ensued. She will be forwarding policies and procedures for review over the next few months for the Boards' review. Ms. Hargrove shared that the library has added 500 electronic titles from the Gutenberg Project for free and we will be increasing this as time evolves. She shared that the library will be working toward different marketing procedures for our materials including "power walls". Marketing will be a priority and so that the community will recognize our brand consistency.

Ms. Russell asked who handles questions about job skills and small business support. Ms. Hargrove shared that we have been working with Arapahoe/Douglas Works to provide these services. Also, the Reference staff have access to online and print information for our patrons.

The Friends of the Library will be holding a Spring Book Sale on May 13 and 14. She asked for volunteers and buyers.

Other New Business

11 – 03 Election of the Chair and Vice Chair

Nomination for Chair

Ms. Russell motioned that Mark Adams to continue as Library Board Chair.
Mr. Buchanan seconded the motion.
The Motion passed unanimously.

Nomination for Vice Chair

Ms. Pilgrim motioned that Stephanie McNutt be named Library Board Vice Chair.
Mr. Adams seconded the motion.
The Motion passed unanimously.

Members' Choice

Mark Adams explained Members' Choice to the new members. He is honored to again be the Board Chair. He hopes to be a great asset to Ms. Hargrove and add value to her goals. He met a nice literary agent Saturday at the library event and she is interested in his manuscript. He thanked the library for programs like the writer's series, and looks forward to continued growth in this area. The family is continuing to do well.

Yvonne Russell shared a Persian rug sale will be coming in May. Let her know if you are interested?

Karen Pilgrim is working afternoons. She is excited that Spring is coming. She will be volunteering for the Author Open House, and looks forward to another successful event.

Philippe Ernwein invited everyone to a symposium at his school. The Denver Academy would like to

invite everyone. For information please go to their website, DenverAcademy.org Please let him know if you are interested in attending, and he will give you more details.

Tom Kelly leads a quiet life and is happy to be serving on the Library Board.

Brianna Carey loves her new job with Englewood Schools. She has decided on Environmental Chemistry as her new focus at Metro. She shared that she drove a stick shift for the first time.

Randy Penn welcomed the new members. He thanked Dorothy for putting things in order so quickly. He along with City Council and Directors staff are currently working on the 2011 and the 2012 budgets.

Stephanie McNutt thanked the Board for appointing her to the Vice Chair position. She hiked ten miles in Rocky Mountain National Park and loved it. She is still raising money for the Leukemia/Lymphoma Society. She is enjoying being a part of the Jane Austen Book Club.

Vicki Howard shared that there is a letter of intent for the sale of Flood Middle School. The budget at the School District is tough and they are going to have to dip into reserves a bit. The next Town Hall meeting will be in April. She asked that everyone please come and hear about the plans and goals for the entire school district. These changes will all take time and the passing of a Bond, but there are hopes. The Reading Plus program is a success and the kids are working with the computers to move up several levels just since January. On a personal note, Joe still has not decided where he will be going to school next year.

Dorothy Hargrove shared that we have added the access to the reading program through the schools on our website. The Superintendent will be meeting with the Board in the near future, so stay tuned.

Julie Grazulis' daughter is pregnant again and will be bringing home her second son. She and her daughter worked out 1 and ½ hours a day while Julie visited and she will try to keep up on this. Her daughter at BYU is traveling with school and working hard to build her skills for her future plans

Deb Parker shared that she is enjoying the changes at the Library and looking forward to what will happen next. She shared that there is a renewed energy and excitement in the staff.

Michael Buchanan is pleased to meet the new members and Dorothy. He looks forward to what the Library Board will be able to do to assist Ms. Hargrove meet her goals for the Library.

Mark also thanked the library for hosting the Trish Downing program last month. He is enjoying the direction that programming has been taking.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 7:58pm.



Englewood Public Library Board

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**MINUTES
Englewood Public Library Board
April 12, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:05 p.m.

PRESENT: Mark Adams, Michael Buchanan, Karen Pilgrim, Stephanie McNutt, Philippe Ernewein, Julie Grazulis, Randy Penn (Council Member), Vicki Howard (School Board Member), Brianna Carey (Youth Member)

ABSENT: Stephanie Cogeos (unexcused), Tom Kelly (unexcused), Yvonne Russell (excused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

Scheduled and unscheduled visitors: Theresa Harper, Librarian at Englewood High School. She addressed the Board to meet the new Director and to work towards a way to make it easier for the students to get cards. Ms. Hargrove explained that she has been working on this concern and is presenting a policy to the Board for their approval.

11 - 04 That the minutes of the meeting of March 8, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. Pilgrim
The Motion passed unanimously.

Friends of the Library

Please review the Agenda for any Friends events and news.

Monthly Statistical and Financial Reports

Mr. Adams asked about financial reports. Ms. Parker explained that they will be forwarded once all information has been received to complete the report.

Other Old Business

None at this time

New Business

Library Board Chair's Report

Mr. Adams had no report at this time.

Library Director's Report

Ms. Hargrove introduced the Internet Use policy and will have Ms. Parker send it through email to the Board for review. She shared the basics of the changes, including limiting the choices of card types. In order to allow for students and new citizens to use our library, a "Limited Service" card holder would be able to use the internet, and check out up to 2 items. This would allow for items being put on hold also. Teens especially would be more interested in the internet and this will allow for this important need be met. The Restricted card is for minors, who have parents that request this for their children. All other patrons will hold a "Full Service" card.

The policy will discuss patron expectations and privacy expectations. Please review and report on your considerations and possible changes.

Mr. Penn suggested that a staff member attend conferences to assist children sign up for cards. Ms. Hargrove agreed to give forms to Ms. Harper, EHS Librarian.

Mr. Adams asked about the internet at the children's computers. Ms. Hargrove explained that computers are for children to use with adult supervision.

Ms. Hargrove shared the status of the current Historical Society room and its becoming a conference room. The room will be cleaned and organized, then set up for public use in the near future. Discussion ensued.

Finally, Ms. Hargrove shared that we are working more closely with the Friends group to create a new membership form. The Friends do aid in the book sales and programming. The book sale will be on May 13th and 14th 10:30 – 2:30. If you are interested in volunteering please call Ms. Parker.

Other New Business

Mr. Adams shared items for consideration. One of the subjects previously discussed is the possibility of conducting votes by email. Mr. Penn shared that Code Enforcement and Transportation currently utilize this process. Mr. Buchanan shared that Liquor Licensing and Urban Renewal also use email voting on a very limited basis. Mr. Adams would like to see about this as yet another form of communication if the Board would be interested. Mr. Adams asked if the Board members all have email? All members, except Ms. Grazulis have at least one email account. The email would be another form of documentation and a method for tracking information. Mr. Adams shared that the savings on printing would be of value. Ms. McNutt shared that within the email communications, there must be an option of "hold for the meeting to discuss" if anyone objected to voting without further discussion.

Mr. Adams asked what kind of email usage is done by the Board?

What other boards usage of email might be and if they use it for voting?

Would the board be interested in pursuing this?

Mr. Buchanan shared that he would be concerned about voting on items that the public might want to be available for.

Ms. Howard asked if there has been an instance where there is any emergent need for an email vote? If it were important enough, would we not just schedule an extra meeting?

Mr. Penn shared that a deadline on a Grant may be an instance of when we may need to respond quickly.

Mr. Adams thanked everyone for their consideration and the discussion.

Mr. Penn shared that Ms. Hargrove met with a citizen who approached the Council with concerns about book availability for medical marijuana. Ms. Hargrove is working with staff to build a resource list for the public. Monday night there will be a Public Hearing meeting to discuss all aspects of the medical marijuana considerations.

Ms. Harper (unscheduled visitor) shared that the EHS Football Alumni are looking for photos and may approach the library for more information. Ms. Hargrove stated that all requests for historical photos and documents need to be addressed to Carol Wilbur.

Members' Choice

Mark Adams will be at a reception to meet the five candidates of Police Chief tomorrow evening. Thanks everyone.

Karen Pilgrim was happy to see the new coffee shop open. She had coffee with a cop the day before Mile High Coffee closed. She will be at Grayland Elementary next week as a reading tutor. She will tutor 2nd and 4th graders. Her daughter is sitting on a jury this week for a criminal case. She is excited to be chosen and liking to see how the system works. Ms. Pilgrim has a date with her son for dinner and the Mammoth game.

Philippe Ernewein shared that he just had an article published on Finding Balance in the New Digital Landscape. It can be found at www.rememberit.org

Brianna Carey is just working. She will be taking summer classes also.

Randy Penn shared that CD and the business districts are changing, so keep an eye and ear out for news. The goal is to increase sales revenues. We need to find new ways of bringing money in. The "South Broadway Mile" is the new downtown area. K-Mart center is working towards development. Also the Centennial area is working towards improvements also. King Soopers will be adding a section called "Fresh Fair". New business is the focus. Budget is looking better with three positive months. Three weeks in Mexico in on the horizon.

Stephanie McNutt shared that her dog is a felon. Pumpkin got out of the yard and she was picked up so Ms. McNutt will be appearing in court. She feels like a parent who has a bad kid. She is now volunteering as a dog walker for the Human Society to deal with the guilt.

Vicki Howard shared that the new fitness center will be happening at the high school. By the end of the month it will be up and running. Mini gym and wrestling will be moving around. It will be very nice and will maintain the name of John Sanger, former teacher. The School Board is going paperless and the iPad will be the new way of communication.

Her son has still not made a decision on college but he will need to make the choice by the end of the month.

Her daughter is an AVID tutor and working with a boy. While talking about iPods he asked her about what she listened to when she was in Middle school? She explained that she had a Walkman. He thought that was funny that she is a dinosaur at age twenty-three.

Dorothy Hargrove had nothing at this time.

Julie Grazulis would like to pick up items for the Board on Friday or Saturday at Circ desk.

Deb Parker encouraged everyone to attend Meet the Faces Behind the Books – Author Open House next Sunday. She also thanked everyone for their continued support.

Michael Buchanan is looking forward to the Meet the Faces program. Emily will be joining him again this year. He shared that he supervises people remotely, so electronic communication works in his experience.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:19 pm.



Englewood Public Library Board

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**MINUTES
Englewood Public Library Board
May 10, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:07 p.m.

PRESENT: Mark Adams, Tom Kelly, Michael Buchanan, Karen Pilgrim, Stephanie McNutt, Philippe Ernwein, Yvonne Russell, Randy Penn (Council Member), Vicki Howard (School Board Member)

ABSENT: Julie Grazulis (excused), Brianna Carey (Youth Member) (unexcused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 05 That the minutes of the meeting of April 12, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. Pilgrim
The Motion passed unanimously.

Friends of the Library

Please review the reverse of the Agenda for Friends events and news.

Monthly Statistical and Financial Reports

Mr. Buchanan asked if Conference room users paid for the use of the rooms. Ms. Hargrove shared that we do not charge, but shared that some of our group do make annual donations to the Library from their groups.

Other Old Business

Ms. Hargrove shared the information in her previous memo that was shared with the Board. She explained a bit more about why the library is interested in changing the Application for a Library Card. Our goal is to make it most convenient for staff and patrons alike.

11-06 That the new Library Card Application be accepted as it is prepared.

Moved by: Tom Kelly
Seconded by: Yvonne Russell
The motion passed unanimously.

New Business

Mr. Adams requested that Ms. Hargrove provide statistics regarding the number of Library Card holders who are actually Englewood Residents. Mr. Buchanan would like to see where we stand per capita compared to other libraries. Ms. Hargrove will compile this information and have it for our meeting next month.

Library Board Chair's Report

Mr. Adams shared that after being a part of the Police Chief meeting last month he recognized that more and more government agencies are going towards the model of information immediacy. With technology as it is, we may be facing requests for quicker responses. We will need to address this growing generation and their environment of instant gratification in information. The 5-Year Plan may be the best time to address this issue.

Library Director's Report

Ms. Hargrove shared that this coming Friday and Saturday, May 13th and 14th will be our Spring Book Sale from 10:30 – 2:30. Food for Fines will run May 23rd – June 5th. Polly Letofsky, author of 3MPH will be here in the library on Thursday, May 19th. Summer Reading will begin on Monday, June 6th, with a Kick-Off event on Wednesday, June 8th with Bill Coleman and his bubbles.

Ms. Hargrove explained that the library will remove the processing fee for lost and damaged items. We currently charge an extra \$5 for each item that we need to replace, and she feels that we will be able to absorb this cost through discounted purchases. Going forward, we will only charge for the retail price of the item.

The new art exhibit will be here in the library beginning on May 17th and we will have it through mid-summer. We are hoping to have a program in conjunction with the display.

Staff technology professional, Sean Crow, has moved his office in order for us to have a third study room. Also, the Historical Society room will soon become the third Conference room.

Ms. Hargrove asked about Strategic Long-Range Planning for the Library. Mr. Adams shared the processes from the past, including who members of the committee were and how the meetings were structured. Ms. Hargrove will work towards building plans for the most effective committee process and ask for feedback and input to finalize the plan.

Ms. Hargrove requested \$250.00 from the Library Board to help off-set the costs for the Author Open House.

11-07 That the Library Board give \$250.00 to the Library to assist with the budget after the Author Open House.

Motioned by Yvonne Russell
Seconded by: Michael Buchanan

Other New Business

Stephanie Cogeos has resigned from the Board.

Members' Choice

Mark Adams shared compliments for another successful Author Open House. He really enjoyed seeing all the art displayed throughout the library during the Author Program.

Yvonne Russell shared that she was in China for 16 days and visited villages where Westerners never go. It was a productive and pleasant trip.

Karen Pilgrim is working afternoons. Rockies game with her son was fun. She and her daughter will be going to Seattle in two weeks. She was happy to see our Security guard back.

Philippe Ernwein is happy to be a part of the Library Board. He will miss next month as he will be at Georgia Tech for training.

Tom Kelly had nothing at this time.

Randy Penn attended the Citizen of the Year event last evening and it was a great celebration. Just returned from 18 wonderful days in Mexico and is feeling relaxed. He will disassemble his Iris gardens, so please let him know if you are interested in any bulbs.

Stephanie McNutt shared that she volunteered at the Author Open House and had a great time. She wrote the program up on Your Hub noting that is represented the community very nicely.

Vicki Howard shared that the high school's new Fitness Center will have its Grand Opening from 6:00 – 8:00 on May 12th. Stop by and check it out. Her son Joe will be attending Colorado College. She needs to decide by June if she will be re-running for the School Board.

Dorothy Hargrove shared that she read David Brooks' Social Animal. It was an interesting story of "us".

Deb Parker had nothing at this time.

Michael Buchanan was pleased to take part in his second Author Open House. He and Emily had a great time. He will not be at the next meeting.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:29pm.



Englewood Public Library Board

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MINUTES Englewood Public Library Board July 12, 2011

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 01 p.m.

PRESENT: Mark Adams, Tom Kelly, Michael Buchanan, Philippe Ernewein, Yvonne Russell, Julie Grazulis, Randy Penn (Council Member), Brianna Carey (Out-going Youth Member), Brie Hopping-Merlino (In-coming Youth Member).

ABSENT: Karen Pilgrim (excused), Vicki Howard (School Board Member) (excused), Stephanie McNutt (excused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 08 That the minutes of the meeting of May 10, 2011 be approved as written.

Moved by: Mr. Kelly
Seconded by: Mr. Ernewein
The Motion passed unanimously.

Friends of the Library

Please review the reverse of the Agenda for Friends events and news.

Monthly Statistical and Financial Reports

Mr. Ernewein asked about the database numbers being lower. Ms. Hargrove shared that there is a lower usage and we will be considering not renewing some of our more expensive databases. Mr. Penn noted that the visitors have only dropped 1% and that is remarkable considering our shorter hours.

Ms. Hargrove wanted to note that the circulation numbers are of concern for her. We carry the newer titles that are on hold lists at other libraries and we still have one or more of these titles on our shelves. We will be working as a staff to increase the awareness of our availability for new titles.

Other Old Business

None at this time.

New Business

Library Board Chair's Report

Mr. Adams hopes that Board members are taking advantage of reading the emailed items. He again thanks everyone for their dedication to the community, the library and this Board. Together there will be great strides made for and with the library.

Library Director's Report

Ms. Hargrove invited the Board to the Tikkun Olam event on July 31st. Ms. Hargrove shared that the library has taken over the administration of Hampden Hall and Ms. Parker is the contact person. Ms. Parker shared the information about the upcoming Rebecca Lolosoli programs on July 20th and 21st with the co-coordination efforts of Maggie Stewart.

Ms. Hargrove shared that we are developing partnerships with the City's Parks and Recreation department to expand programming opportunities. We will sponsor a book club at the Malley Center and will participate in SummerFest on August 13th. Summer Reading has been a great success with approximately 1,000 participants.

Ms. Hargrove shared that the librarians are shifting parts of the collection in order to highlight materials most in demand. The Library has joined a statewide consortium to offer downloadable electronic and audio books through a commercial vendor, Overdrive. Staff training will coincide with a "soft opening" in late August and then the Library plans an active marketing campaign to share information with the community. Discussion ensued.

Other New Business

Ms. Hargrove presented a draft of an updated Collection Development Policy for the Board's consideration and comment. Ms. Hargrove asked for assistance with "Challenged Items" procedures. She feels that this needs to be more clear and should be spelled out. Ms. Russell stated that she feels that all members be present for the discussion and decision of any item. Mr. Adams explained that the Board in the past has had a committee assigned to review and report to the whole Board. He asked that wording be clear to specify that the committee be members of the Board. Mr. Buchanan asked that the wording be changed to "may" result in a committee to address the concern. Mr. Adams also shared that he would not like to see the response to the patron be "in writing". He feels that notification need not be in writing. Ms. Hargrove asked if the Board was comfortable with the initial response coming from the Library Director. She would then share the concern with the Board in consideration of a possible review. Patrons will be notified of the decision. Discussion ensued. Mr. Adams asked that suggestions be made and that the Board review this policy again next month.

Members' Choice

Mr. Adams – He thanked Brianna for her past service to the Board and wished her well. He also welcomed Brie to the Board and looks forward to her participation. The numbers are impressive with all the other options that are out there for our society. He is excited to hear about all the technology training.

Ms. Russell – She shared that life is busy, but fine.

Ms. Hopping-Merlino – She is excited to be on the Board. Thanks for the welcome.

Ms. Hargrove – She wanted to mention that she attended the Colorado Library Directors retreat and had a great time. It is a bit sad to see the larger and wealthier libraries and what they have, but the joint community efforts are encouraging.

Mr. Buchanan – His travels have him exhausted, but he has enjoyed the work. He is excited and invigorated with all the programs coming up.

Ms. Carey – She is finishing up school for the summer. Thank you to the Board for her turn and she will miss being a part of the Board.

Ms. Grazulis – Her daughter due any moment. She encouraged the board to attend the new exhibit upstairs in MOA. She is unemployed again and not seeing much out there. She will be in Vail next week with her other daughter and will be going to Utah to see the new grandbaby. She has put in her candidacy for Council again, so stay tuned.

Mr. Penn – He thinks that the news about Hampden Hall change is exciting. Working on budget and feeling the hurt even with the increases over last year. Blair Brady, author of Between You, and Me, and the Fence Post will be in the City for multiple events and book signings the final week of July, so be sure to check him out. This is the story of Englewood's past and present. It is the history of Englewood of the 50's and 60's. Congratulations Bri! We will miss you. Please come back. Brie, welcome and enjoy.

Mr. Kelly – Nothing at this time.

Mr. Ernewein – He is excited for the upcoming events.

Ms. Parker – Nothing at this time.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:26 pm.



Englewood Public Library Board

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**MINUTES
Englewood Public Library Board
August 9, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Karen Pilgrim, Stephanie McNutt, Vicki Howard, Julie Grazulis, Randy Penn (Council Member).

ABSENT: Philippe Ernewein (excused), Tom Kelly (excused), Yvonne Russell (excused), Brie Hopping-Merlino (Youth Member) (unexcused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 09 That the minutes of the meeting of July 12, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. Pilgrim
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Penn noted that adult programs numbers were up and this is a positive. Ms. Hargrove shared that the lower numbers in children's programs is in part due to shortened hours. Ms. Hargrove also shared that volunteer hours have started moving up due to Darrell Chayne's extreme efforts to recruit more volunteers who are able to work more hours.

Other Old Business

Mr. Adams asked if Ms. Hargrove would like to re-open the policy discussion on Collection Development. Ms. Hargrove noted that the changes suggested at the last meeting are shown within the document. Mr. Adams and Ms. Hargrove agreed that challenges and disputes must be made in writing to be considered. Ms. Hargrove asked if the Board would like to see the attachments as a part of the policy or just made note of and have available if requested. Mr. Adams liked the idea of having the information available. It adds validity and shows an effort to inform. Ms. Pilgrim does not feel that it is needed to be included within our document. Mr. Penn likes having the information as a support for the library to our stand. Discussion ensued.

11 – 10 A motion of agreement with the Collection Development Policy with changes as of this date.

Moved by: Ms. McNutt
Seconded by: Ms. Grazulis

The Motion passed with a 4/1 vote and is passed as motioned.

New Business

Library Board Chair's Report

Mr. Adams has nothing to add this month.

Library Director's Report

Ms. Hargrove shared the document *Confronting the Future* with the Board and asked that each member read this as background for future discussion. Ms. McNutt shared that the British Library is scanning their entire collection and asked if the library would consider adding this as well? Ms. Hargrove will look into it and explained that the Project Guttenberg is free to the library.

Ms. Hargrove shared that Summer Reading had over 1,000 participants and more than half completed the program. Children's librarians are starting to plan for back to school and visiting every 1st grade class. Our two new employees are fluent in Spanish and will assess and create documents for classrooms.

Ms. Hargrove requested money for a media cart to house a new flat screen television and DVD system that were donated to the Library. This would allow for the unit to be portable and used in the Altenbach Room, Hampden Hall and Community Room as needed.

11 – 11 Motion for up to \$500.00 to be given for the purchase of media cart and necessary security straps for the plasma television and DVD system.

Moved by: Mr. Buchanan
Seconded by: Ms. Grazulis
The Motion passed unanimously.

Other New Business

None at this time.

Members' Choice

Mr. Buchanan – He stated that everything is good and travel is slowing down. He will miss next month's meeting due to Husker Days.

Ms. Howard – She will be running again for School Board. Friends of Englewood Schools has been created and there have be meetings to raise money and write letters. They will be looking for volunteers to aid with the Bond Initiative to create a new 7 – 12 school on the site of the current High School. Expect to hear more about it in the near future. If you have questions, please ask. If this were to pass, this would allow for the Colorado's Finest High School to move to the current Middle School. Come by Englewood High School and check out the new STEM lab (Science, Technology, English and Math). There is a new broadcasting studio, with a state of the art computer lab.

Mr. Penn –He just got back from football camp and is sore. He stated, “Hanging Lake was steeper than in the past, or at least it seemed like it.” The kids loved the great outdoors. The first of many budget meetings has passed and there are more to come. He also asked for suggestions on how to improve the Boards and Commission Appreciation event.

Ms. Grazulis – She is slowly working on getting her signatures for her Council race. She and her daughter, Kirsten, enjoyed a week in Vail and got lost for 5 ½ hours in the back roads. She has a new grandson, and he was born on his brother’s birthday

Ms. Hargrove – She has nothing at this time.

Ms. McNutt – While she was in Minnesota, she experienced the hottest day ever in their history – 120 with the heat index. She has never experienced anything this horrible. The horseflies were vicious and she still has welts. She did survive and is happy to be back in Colorado.

Ms. Pilgrim – Her ESL teaching on Tuesdays and Thursdays in July was very rewarding. Her students were from four different countries. Summers are busy at work, so she is tired and ready for it to slow down. A couple Rockies games have been her main relaxation. She and her husband received 2 beautiful baseball jackets that were her father-in-law’s. Sadly they are Red Sox and Karen doesn’t like that team. Her trip to Seattle was a great trip with her daughter. Her daughter is still working with the Eating Disorders programs in Colorado and they are raising money to build on for a half way house. Husband and she are thinking about doing some work in their kitchen. Sprinkler system clock has stopped working so for now she is the clock.

Ms. Parker – She has nothing at this time.

Mr. Adams –The kids will be going back to school. The whole family is excited for the new year. He had a successful fishing trip with the family. Turquoise Lake was beautiful. Saw the movie *Midnight in Paris* and it was witty and wonderful.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:13 pm.



Englewood Public Library Board

1000 Englewood Parkway, Englewood, CO 80110
303-762-2572 303-783-6890 FAX www.engagewoodgov.org



**MINUTES
Englewood Public Library Board
October 11, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Stephanie McNutt, Vicki Howard (School Board Member), Karen Pilgrim, Julie Grazulis, Yvonne Russell, Randy Penn (Council Member), Philippe Ernewein.

ABSENT: Tom Kelly (excused), Brie Hopping-Merlino (Youth Member) (unexcused).

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 13 That the minutes of the meeting of September 13, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. Pilgrim
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Buchanan shared that the increases in programs and conference room usage are nice to see. Ms. Hargrove shared that we will be working towards increasing all our stats. Ms. Hargrove explained that we are still seeing a need for our rooms and able to meet that need.

Other Old Business

Nothing at this time.

New Business

Library Board Chair's Report

Mr. Adams shared that he was excited that Aero Electronics will be locating here and it will bring new jobs. Englewood was named and this is nice to see our City's name in the media in a positive way.

Library Director's Report

Ms. Hargrove shared that we will be able to accept credit cards soon. We are interested in seeing the possible increase in revenue.

Ms. Hargrove shared that Stephanie is interested in revitalizing the Friends of the Library group and shared that there has been interest in assisting with this. We will be working toward this, and she invited all Library Board members to consider joining the Friends themselves.

Early Childhood Literacy will be coming to us as a program through an intern with a program for babies. She will be able to share this program through English and Spanish. The best note to this program is it will not cost us anything!

Long Range planning is about time to get started and Ms. Hargrove would like to know if Mr. Ernewein, Mr. Adams and Mr. Buchanan are still interested? She will also talk with representatives from staff and arrange meetings.

Other New Business

None at this time.

Members' Choice

Mr. Buchanan – He wishes the candidates good luck with their upcoming campaigns. He shared that he walked the Race for the Cure.

Ms. Howard – She shared that campaigns for the schools are starting to get going. If you have any questions, please call the Administration Building or steer people to the facts. Next Townhall Meeting will be on November 10th.

Mr. Penn – Saturday is the Englewood Education Foundation Fall Fling event. Please consider joining. Campaigning is in full swing and he is working toward re-election.

Ms. Grazulis – Attended a program at another library for antique appraisals and was impressed with the turnout for the program. It was a nice program and it was fun for the attendees.

Ms. Hargrove – She had a great fishing trip. While in MT she visited the Bozeman Library and it was beautiful. She is happy that Kindle and Amazon are now working with libraries for the e-book process.

Ms. McNutt – She completed the GRE and there were computer issues, so it may have to be retaken, but she has not been notified. Life is good.

Mr. Ernewein – He has been reading some great books – *The Shallows* by Bruce Carr, *Why Kids Hate School* by Steven Jones. He read a recent article about libraries becoming a place to hang-out and “geek-out”.

Ms. Pilgrim – She has been reading a lot. Saw Evita with her daughter and it was wonderful. Keeping busy with work and watching the campaign happening around her neighborhood.

Ms. Parker – Nothing at this time.

Mr. Adams – He is currently working on refresher courses for Ski Patrol. He was accidentally hit with an Epi-Pen. He recently read *That Used to be Us*, by Thomas L. Friedman & Michael Mandelbaum..

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:00 pm.



Englewood Public Library Board

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**MINUTES
Englewood Public Library Board
November 8, 2011**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Stephanie McNutt, Vicki Howard (School Board Member), Karen Pilgrim, Julie Grazulis, Yvonne Russell, Randy Penn (Council Member), Philippe Ernewein, Brie Hopping-Merlino (Youth Member), Tom Kelly.

ABSENT: none at this meeting

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

11 - 14 That the minutes of the meeting of October 11, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. McNutt
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Ms. McNutt asked if we would have anything to spend the remaining monies on for the Library? Mr. Adams suggested that the Board address this in New Business.

Other Old Business

Nothing at this time.

New Business

Library Board Chair's Report

Mr. Adams discussed the recent elections and the successes that recently happened. Congratulations to Ms. Howard in continuing with the Englewood School Board and congratulations to the success with the Bond and Mill Levy for the schools. Congratulations to Mr. Penn for his recent re-election and for being chosen as our new Mayor for the City of Englewood.

Library Director's Report

Ms. Hargrove would like to thank Ms. Russell for her recent program on China and Tea. Please

consider joining us on November 20th for our first Book Lover's event. Please look at the calendar for our other upcoming events. Note Food for Fines will be held again November 28th – December 11th. We will also begin accepting credit cards as of Monday. Ms. Hargrove introduced that the new Nooks will soon be available for the public to check out beginning Tuesday, November 15th. Discussion ensued.

Ms. Hargrove introduced a new policy on Disruptive Behavior. She asked that the Board read through the old and the proposed new policies and readdress in a future meeting.

Other New Business

Mr. Adams opened the discussion about possible uses for the Library Board funds to assist with the Library through materials. Discussion ensued about how the monies have been spent in the past.

Ms. McNutt asked if Ms. Hargrove would like to see the money go towards the building of the Nook program? Ms. Hargrove explained that she would also like to see some of the the money used for furniture for the Children's department

11-15 – Ms. Russell moved that 80% be used for the furniture for the Children's area, and the remaining 20% be used at the discretion of Ms. Hargrove for the future of the Nook program.

Seconded by – MB

Unanimous

Members' Choice

Mark Adams – He wanted to thank everyone for their involvement in the Board. He has been able to use the skills learned here in many other arenas of his life.

Brie Hopping-Merlino – She has started writing her novel for NaNoWriMo.

Vicki Howard – She is happy that the Bond and the Mill Levy both passed. Next step on the Bond is the demolition of the High School begins this summer. Englewood was the only district to pass a Mill Levy and so we were awarded the BEST Grant.

Tom Kelly – Last week his fiddle teacher left Swallow Hill, so is working towards the decision of finding a new instructor or self-teaching

Michael Buchanan – He will be with the family in PA over Christmas.

Yvonne Russell – Her friend, Sue Lefler is one of five finalists in a writers competition. While at the conference an agent chose her to represent.

Randy Penn – He shared congratulations to Vicki on her re-election. Julie thanks for running in the election. First full day as Mayor and he has been busy since 8:00 am. Sadly he will be removed from the Library Board due to his position as Mayor.

Philippe Ernewein – He suggested that we all take a look at RAD CAB – your Vehicle for Information Evaluation. www.radcab.com

Julie Grazulis – She will be able to stay on the Board.

Stephanie McNutt – She shared congratulations to all who ran. She is writing for NaNoWriMo also.

Karen Pilgrim – She has nothing at this time.

Dorothy Hargrove – She has nothing additional at this time.

Deb Parker – She has nothing at this time.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:35 pm.



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**MINUTES
Englewood Public Library Board
January 10, 2012**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Tom Kelly, Stephanie McNutt, Vicki Howard (School Board Member), Karen Pilgrim, Yvonne Russell, Jill Wilson (Council Member), Philippe Ernewein, Brie Hopping-Merlino (Youth Member).

ABSENT: Julie Grazulis (excused)

Also Present: Mayor Randy Penn (Guest), Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

12 - 01 That the minutes of the meeting of November 8, 2011 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Mr. Kelly
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Ms. Hargrove explained that month end financials were not available at the present time. Mr. Buchanan asked about the Children's computer usage increase. Ms. Hargrove explained that parents with children are encouraged to use the computers in the Children's area. Ms. Wilson asked about the decrease in Children's programming. Ms. Hargrove explained that the school visits were less in 2011 over 2010, but we are working to rebuild the number of programs with the schools and community groups.

Mr. Buchannan noted the increase in circulation. Ms. Hargrove shared the increase in reference questions and conference room usage. The usage of Nooks is increasing and we have not seen any damage or theft. Discussion ensued.

Ms. Hargrove shared that we have ordered the benches and chairs for the Children's area.

Other Old Business

Ms. Pilgrim asked about the Disruptive Behavior policy. Mr. Adams asked that the discussion be moved to the February meeting. The Board agreed.

New Business

Library Board Chair's Report

Mr. Adams shared that he has been appointed to the Bond Construction Committee for the Englewood Public Schools. He is looking forward to working with the schools to connect with the library. He is hoping to have future projects to work in conjunction with the School District. The community has trusted the School Board and Administration along with the committees to use the monies most effectively.

Library Director's Report

Ms. Hargrove shared the library's goals for 2011. Ms. Hargrove also shared that Mr. Adams, Mr. Ernewein and Mr. Buchanan worked one evening to discuss strategic planning from the Board's point of view, as well as the staff. The draft that was handed out and highlights both groups discussions. Mr. Adams shared that after the meeting he felt that many libraries are focusing on short and memorable missions statements and branding of the library within the community. Ms. Hargrove asked that the Board think about talking as a full Board to discuss the strategic planning.

Board discussion on the draft ensued. Mr. Ernewein shared that we need to find "the question" that would be answered by the mission statement. Mr. Buchanan stated that he would like to see EPL as the acronym for our mission statement. On that note, discussion ensued on words beginning with "E", "P" and "L". Ms. Hargrove asked that each member bring their list of words for next month's meeting.

Ms. Hargrove shared that there is some construction coming and it will improve the library in attractiveness and use.

Other New Business

Nothing at this time.

Members' Choice

Mark Adams – He shared that work is going well. His environment is improving.

Brie Hopping-Merlino – She shared that she got a Nook for Christmas. Her finals are next week, so she is focused on studying.

Vicki Howard –. Students started back today. The next Townhall meeting 7 will be on February 9th.

Tom Kelly – He shared that he read about the Boulder Public Library and their Kindle usage. The wait is a long list. He is looking forward to prices dropping so libraries can add more to their collections.

Michael Buchanan – He had a good trip to PA visiting family for the holidays.

Yvonne Russell – Life is happy.

Jill Wilson – She is happy to be on this Board. She is also on the Arts Commission, so she sees the value in community resources.

Philippe Ernewein – He is working with a student who is 15 and was not a reader. He now is reading because “reading is like hearing music for the first time.” He will not be at the Board meeting in February due to his appointment as a keynote for a teaching conference in Belgium.

Stephanie McNutt – She welcomed Ms. Wilson. She is reading the Girl with a Dragon Tattoo series and is enjoying them greatly.

Karen Pilgrim – She has been reading a lot. She has checked out some books recommended by her students, and finding that some of them read some great stuff.

Dorothy Hargrove – She welcomed Ms. Wilson. Nothing else at this time.

Deb Parker – She welcomed Ms. Wilson. Nothing else at this time.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:13 pm.



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**MINUTES
Englewood Public Library Board
March 13, 2012**

Call To Order/Roll Call

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7: 00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Tom Kelly, Stephanie McNutt, Vicki Howard (School Board Member), Karen Pilgrim, Yvonne Russell, Jill Wilson (Council Member), Philippe Ernewein.

ABSENT: Julie Grazulis (excused), Brie Hopping-Merlino (Youth Member) (unexcused)

Also Present: Dorothy Hargrove, Director and Deb Parker, Recording Secretary.

12 - 02 That the minutes of the meeting of January 10, 2012 be approved as written.

Moved by: Mr. Buchanan
Seconded by: Ms. Pilgrim
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Kelly asked where the revenues come from. Ms. Hargrove explained that revenues come from copies, fines, fees, donations, book sales and Friends Memberships.

Mr. Ernewein asked about the usage of digital materials. Ms. Hargrove shared the recently run report and discussion ensued about the shown increases in usage.

Mr. Adams asked about the circulation and the welfare of the Nooks. Ms. Hargrove stated that 100% are circulating and there have been no damages, lose or incidents. Ms. Wilson asked how the title choices work for the Nooks. Ms. Hargrove explained that we have 45 titles but they are not all on all of the Nooks. A few Nooks have the same titles, but there is plenty of diversity to allow for patron preferences in collection. Discussion ensued.

Other Old Business

Patron Code of Conduct was reviewed and discussed. Mr. Buchanan asked where this will be posted. Ms. Hargrove shared that it will be posted online and available for staff when the need arises. Mr. Adams asked that the board endorse the Policy as written.

12 - 03 That the Patron Code of Conduct Policy be approved as written and allow the Director and staff to adjust and administer as needed in the future.

Moved by: Ms. Russell
Seconded by: Ms. McNutt
The motion passed unanimously.

Long Range Planning was also reviewed and discussed. Ms. Hargrove shared the new proposed Strategic Plan. Mr. Adams suggested that the six Strategic Initiatives be used as touch points at future meetings to track how well we are meeting the stated goals.

After discussion it was decided that the planning subcommittee would not need to meet for further input. Ms. Hargrove will provide written progress reports at each Board meeting, and the Board can request additions or revisions of the Plan at six-month intervals if necessary. Mr. Adams suggested that this process would help make the plan a more flexible and relevant document. He stated that because technology and library services are changing so rapidly it was important to recognize that a traditional 5-year plan was not as feasible as it once was.

Mr. Ernewein shared his excitement that Mr. Adams referred to the document as "living" and that a regularly formulated method of monitoring progress on goals including anecdotes and matrices would be of great value. This would allow for Board reconfirmations or revisions as needed.

Mr. Ernewein agreed that some items may never change, while others may need to be adapted on an annual basis. Ms. McNutt would like to see the Board think ahead when authorizing expenditures to be sure that expenditures would meet our goals.

Ms. Hargrove shared a mission statement created by staff: "Englewood Public Library – A place to Read, Explore And Discover." The Board agreed that the Mission Statement captures the key elements of good library service and should be incorporated into the Strategic Plan and into promotional materials.

12-04 – That the Mission Statement be endorsed as written.

Moved by: Ms. McNutt
Seconded by: Ms. Pilgrim
The motion passed unanimously.

New Business

Library Board Chair's Report

Mr. Adams pointed out that the new fish tank changes are wonderful. He also stated that he likes the new splash of color on the wall in the Children's area.

Library Director's Report

Ms. Hargrove shared that it is once again time for the Englewood Chamber of Commerce Student Recognition Luncheon and asked that the Board sponsor a student.

12-05 – That the Board once again pays the \$50.00 sponsorship fee to allow a student to attend the Luncheon on May 1st.

Moved by: Mr. Buchanan

Seconded by: Mr. Kelly
The motion passed unanimously.

Ms. Hargrove also asked that the Board provide \$500.00 to the Meet the Faces Behind the Books – Colorado Author Open House for the reception and flowers.

12-06 – That the Board provides \$500.00 to assist with covering costs for the Author Open House on April 22nd.

Moved by: Mr. Buchanan
Seconded by: Ms. McNutt
The motion passed unanimously.

Ms. Hargrove shared that she will be going before Council seeking approval for spring and fall Food for Fines programs.

Ms. Hargrove shared that she will be meeting with Bob Siemens and Mike Porter of Englewood schools to discuss the possibilities of working in conjunction with the schools on technology.

Ms. Hargrove presented information on the One Book 4 Colorado early childhood literacy program. She reported that she will attend a state-wide library directors' conference at the end of the month. She also mentioned that the Friends of the Library are trying to rebuild and reinvigorate their organization. She shared that Ms. McNutt has been invaluable to the Friends with all of her assistance and enthusiasm. With the help of the Friends, the Library will once again hold a Used Book Sale on Friday and Saturday, May 11th and 12th. She again thanked Ms. McNutt for her time and energy.

Other New Business

The vote for Library Board Chair and Vice Chair.

12 – 07 – That Mark Adams remain as the Chair for the Library Board.

Moved by: Mr. Kelly
Seconded by: Mr. Ernewein
The motion passed unanimously.

12 – 08 – That Stephanie McNutt remain as the Vice Chair for the Library Board.

Moved by: Mr. Adams
Seconded by: Mr. Buchanan
The motion passed unanimously.

Members' Choice

Mr. Adams – He thanks everyone for their continued confidence in his abilities as Board Chair.

Ms. Howard – She shared that plans for the new Englewood school will not include a pool. This has saddened many in the community, but the repairs would be cost prohibitive. Demolition will happen this summer.

Ms. Pilgrim – She shared that she is reading and working, while enjoying our beautiful Colorado weather.

Ms. Wilson – She will share the opportunity of joining the Friends with Council. She also shared the information about the current possible sale of the Depot. There will be a reading at the next Council session on this matter and all are welcome.

Mr. Ernewein – He proudly wore his Englewood lapel pin while attending his conference in Belgium. He learned a lot and will share more with those interested.

Mr. Buchanan – He is looking forward to Meet the Faces. He will be taking a trip to DC and Pennsylvania over Memorial Weekend.

Ms. McNutt – She has enjoyed working with the Friends. Life is good.

Ms. Hargrove – nothing at this time.

Ms. Parker – nothing at this time.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:50 pm.

WATER AND SEWER BOARD
MINUTES

August 9, 2011

The meeting was called to order at 5:09 p.m.

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

Members absent: None

Mr. Cassidy resigned from the Water and Sewer Board effective July 11, 2011.

Also present: Stewart Fonda, Director of Utilities
John Bock, Admin. Manager of Utilities.

1. MINUTES OF THE JULY 12, 2011 MEETING.

The Englewood Water and Sewer Board received the minutes of the July 14, 2011 meeting. Mr. Woodward noted a correction.

Mr. Woodward moved;

Mr. McCaslin seconded: To approve the minutes of the July 12, 2011 meeting, as amended.

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

Nays: None

Abstain: Higday

Absent: none

Motion carried.

2. APPOINTMENT OF VICE-CHAIRMAN FOR THE WATER BOARD.

Due to the resignation of Mr. Robert Cassidy from the Englewood Water and Sewer Board, another vice-chairman must be appointed.

Mr. Higday volunteered to be the next Water and Sewer Board Vice-Chairman.

Mr. Burns moved;

Mr. Habenicht seconded: To appoint Jim Higday as the Englewood Water Board Vice-Chairman, starting with the September 13, 2011 meeting.

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

Nays: None

Absent: None

Motion carried.

Mr. Woodward noted that City Council will be appointing another Water Board member to fill the vacant position rather than waiting until the interviews usually held in January. A non-voting alternate is also being considered.

It was also noted that if a Water Board member must leave before the end of the meeting, and as a result a quorum is not present, the meeting must be recessed and any further business conducted at the next meeting.

3. UNSCHEDULED VISITORS.

Mr. Ryan Laird appeared with a handout of previous correspondence he feels has not been addressed. Mr. Clark directed that staff review Mr. Laird's items, which will be discussed at the next Board meeting.

4. CENTENNIAL AGREEMENT FOR TEMPORARY LEASE OF RETURN FLOWS.

Centennial owns reusable wastewater return flows to the S. Platte River. Englewood has means to re-divert these flows at Union Avenue and either use them or redeliver to Centennial. The proposed agreement would divert the return flows and pay Centennial \$85.00 an acre-foot for the flows that Englewood uses. Centennial would acquire all return flows delivered to McLellan Reservoir that are not acquired by Englewood and pay Englewood \$30 an acre-foot, plus pumping costs.

Mr. Habenicht moved:

Mr. Wiggins seconded: To recommend Council approval of the Centennial Agreement for Temporary Lease of Return Flows.

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

Nays: None

Absent: None

Motion carried.

5. LITTLETON/DENVER AGREEMENT TO USE CITY DITCH TO FILL GENEVA PARK LAKE.

There is an intergovernmental agreement between the Cities of Littleton and Denver to allow an in-ditch structure to control the release of water from City Ditch for delivery to Geneva Park, via Slaughterhouse Gulch. This will allow Littleton to use a non-potable irrigation system at Geneva Park. This is an informational item only since Englewood is not a party to this agreement.

6. CAMERA PLACEMENT AT HURON & OXFORD.

The Board received a memo from Bill McCormick noting that Englewood Police Department cannot put a camera in the City Ditch right of way for Mr. Prado's residence at 780 W. Oxford Ave. Officer Matt Mander will be wording with Mr. Prado on responding to trespasser occurrences.

7. RESPONSE TO COUNCIL REQUEST #11-151.

The Board received a copy of the response to Councilperson Joe Jefferson's Council Request regarding billing and rate study questions from Ryan Laird.

8. UTILITIES BUDGET.

Mayor Woodward discussed the upcoming Utilities budget review and discussion ensued on how budget cuts will affect the City.

9. INFORMATIONAL ITEMS.

The Board received an article from the Denver Post, "Lawyer had dual role in deal that cost Weld, Adams farmer's water rights."

10. WATER BOARD MINUTES FORMAT.

Since future Water and Sewer Board minutes will be recorded, having the written minutes in an action style was discussed. Woodward noted that Council uses this format because the meetings are recorded. The Board requested that the future format for Water Board minutes be discussed at the next meeting.

The meeting adjourned at 6:01 p.m.

The next Englewood Water Board meeting will be September 13, 2011 in the Community Development Conference Room.

Respectfully submitted,

/s/ Cathy Burrage
Recording Secretary

WATER AND SEWER BOARD
MINUTES

September 13, 2011

The meeting was called to order at 5:03 p.m.

Members present: Clark, Wiggins, Olson, Woodward

Members absent: Higday, Burns, Habenicht, McCaslin

Mr. Cassidy had resigned from the Water and Sewer Board on July 11, 2011.

Also present: Stewart Fonda, Director of Utilities
John Bock, Admin. Manager of Utilities
Police Officer Mander
Deputy City Clerk Bush

A quorum was not present.

Chairman Clark stated that since a quorum is not present, no formal business will be conducted.

The meeting adjourned at 5:37 p.m.

The next Englewood Water Board meeting will be October 11, 2011 in the Community Development Conference Room.

Respectfully submitted,

/s/ Cathy Burrage
Recording Secretary

**WATER & SEWER BOARD
MINUTES
Tuesday, October 11, 2011
5:00 P.M.
COMMUNITY DEVELOPMENT CONFERENCE ROOM
ENGLEWOOD CITY HALL**



Meeting called to order at 5:01 p.m.

Roll Call.

Present: Clyde Wiggins, Wayne Oakley, Kells Waggoner, Jim Woodward, Bob McCaslin, Stewart Fonda, Cathy Burrage

Absent: Jim Higday, Tom Burns, Chuck Habenicht, Linda Olson, Jo Lay.

Also present: Manager of Administration Bock, Engineer IV Brennan, Field Services Coordinator Pierce, Billing Analyst Church, Deputy City Clerk Bush

Mayor Woodward welcomed Kells Waggoner and Wayne Oakley as new members to the Board, along with Jo Lay (who was absent). Mr. Waggoner and Mr. Oakley signed the oaths of office.



1. ELECTION OF WATER BOARD CHAIRMAN.

A Water Board Chairman was elected to replace the position vacated by Mr. Gray Clark's resignation.

Motion: To elect Mr. Wiggins as the new Water and Sewer Board Chairman.

Moved; Jim Woodward

Seconded: Kells Waggoner.

Vote: Motion carried (**summary:** Yes = 5, No = 0).



2. WATER BOARD MINUTES FORMAT.

Motion: That the Water Board minutes, starting with tonight's meeting, be written using the action format. Audio tapings will be available on the City of Englewood's website.

Moved; Jim Woodward

Seconded: Clyde Wiggins.

Vote: Motion carried (**summary:** Yes = 5, No = 0).

Tom Burns entered the meeting at 5:07 pm



3. MINUTES OF THE AUGUST 9, 2011 MEETING

Motion: Recommend approval of the August 9, 2011 Water and Sewer Board Minutes.

Moved; Jim Woodward

Seconded: Bob McCaslin.

Vote: Motion carried (**summary:** Yes = 6, No = 0).



4. MINUTES OF THE SEPTEMBER 13, 2011 MEETING.

The minutes of the September 13, 2011 meeting could not be approved due to a lack of a quorum at that meeting.



5. GUEST: NICOLE HASKINS OF TELEWORKS.

Nicole Haskins of Teleworks appeared to discuss billing options available to Englewood customers.

Linda Olson entered meeting at 5:11 pm



6. PURCHASE OF A TV VAN.

Tom Brennan, Utilities Engineer, discussed the purchase of a TV van and power control unit.

Motion: To recommend Council approval of the purchase of a TV van and power control unit from Boyle Equipment Company in the amount of \$123,275.00.

Moved; Kells Waggoner

Seconded: Tom Burns.

Vote: Motion carried (**summary:** Yes = 7, No = 0).



7. INFORMATIONAL ITEMS.

The Board received the following informational articles:

“DENVER WATER BOARD TO VOTE ON 5.5 PERCENT RATE HIKE,”
FROM THE *DENVER POST*. (ATT. 4)

“EAST-WEST PEACE PACT,” FROM THE *COLORADO FOUNDATION
FOR WATER EDUCATION*. (ATT. 5)



5. UNSCHEDULED VISITORS:

Mr. Ryan Laird appeared as an unscheduled visitor.



Meeting adjourned at 6:08 p.m.

The next Englewood Water Board meeting will be November 8, 2011 at 5:00 p.m. in the Community Development Conference Room.

Respectfully submitted,

/s/ Cathy Burrage
Recording Secretary

**WATER & SEWER BOARD
MINUTES
Tuesday, November 8, 2011
5:00 P.M.**

**COMMUNITY DEVELOPMENT CONFERENCE ROOM
ENGLEWOOD CITY HALL**

Meeting called to order at 5:05 p.m.



Roll Call:

Present: Higday, Burns, Wiggins, Oakley, Waggoner,
McCaslin, Olson, Lay

Absent: Woodward, Habenicht

Also present: Stewart Fonda, Director of Utilities
Tom Brennan, Utilities Engineer
John Bock, Manager of Administration
Deputy City Clerk Bush
Jason Clark, Water Production Supv.



1. MINUTES OF THE OCTOBER 11, 2011 WATER BOARD MEETING

Motion: Recommend approval of the October 11, 2011 Water and
Sewer Board minutes.

Moved: Burns

Seconded: Olson

Vote: Motion carried. (Summary: Yes - 8, No - 0, Absent - 1)



2. GUEST: VEVA DEHEZA – COLORADO WATER CONSERVATION BOARD.

Veva Deheza of the Colorado Water Conservation Board, appeared to discuss Englewood's Water Conservation Plan. Ms. Deheza distributed copies of the Colorado Water Efficiency Grant Program Annual Report.

Chuck Habenicht entered at 5:37 p.m.



3. JASON CLARK & TOM BRENNAN – ALLEN PLANT EFFICIENCY.

Jason Clark, Allen Filter Plant Supervisor, appeared to discuss improved water quality due to upgrades at the Allen Filter Plant. Tom Brennan, Utilities Engineer, appeared to discuss proposed developments.



4. GUEST: JOHN GALLAGHER – RED OAK CONSULTING.

John Gallagher of Red Oak Consulting appeared to discuss a proposed rate study. Mr. Gallagher also discussed a fee adjustment.



5. TELEWORKS.

John Bock discussed progress being made with Teleworks.



6. DECEMBER WATER BOARD MEETING.

There will not be a December, 2011 Water and Sewer Board meeting.



5. UNSCHEDULED VISITORS.

Mr. Ryan Laird appeared to discuss his concerns.

Meeting adjourned at 6:38 p.m.

The next Englewood Water Board meeting will be January 10, 2011 in the Community Development Conference Room.

Respectfully submitted,

Cathy Burrage
Recording Secretary

**ENGLEWOOD WATER & SEWER
BOARD MEETING**

JANUARY 10, 2012

Meeting began 5:00 p.m.

▶ **Roll Call.**

Present: Clyde Wiggins, Chuck Habenicht, Tom Burns, Wayne Oakley, Kells Waggoner, Randy Penn, Linda Olson, Jim Woodward, Stewart Fonda, Cathy Burrage.

Absent: Higday, Lay

1. MINUTES OF THE NOVEMBER 8, 2011 MEETING

The Board approved the minutes of the November 8, 2011 meeting.

▶ **Motion:** Recommend approval of the November 8, 2011 Water and Sewer Board minutes.

Moved: Chuck Habenicht, **Seconded:** Waggoner

Board approved unanimously.

EXECUTIVE SESSION:

Recesses at 5:03 p.m.

2.DAVID HILL – WATER ATTORNEY. WATER LITIGATION ISSUES.

Linda Olson entered at 5:08 p.m.

Reconvened at:5:26 p.m.

▶ **RESUME REGULAR WATER BOARD MEETING. 5:35 P.M.**

▶ **3.GUEST: CHRIS SHULTZ – CDM.**

Chris Shultz of CDM discussed the ultra-violet project at the Allen Filter Plant.

▶ Tom Brennan, Utilities Engineer, discussed the resulting Layton Avenue closure for the duration of the year-long project.

▶ **4.GUEST: JOHN GALLAGHER – RED OAK CONSULTANTS. FEE ADJUSTMENT.**

John Gallagher of Red Oak Consultants appeared before the Board to request a fee adjustment for a recent fee study.

Motion: Water Board recommends City Manager approval of an additional \$32,500 to Red Oak Consultants for extra work on a rate study.

Moved: Waggoner, **Seconded:** Linda Olson.

Motion passed unanimously.

▶ **5.GUEST: JED DIXON – 4435 S. ELATI ST - HIGH WATER BILL AT RENTAL PROPERTY.**

Mr. Jed Dixon appeared to appeal to the Board for an adjustment on a water bill on his rental property at 4435 S. Elati St.

Stu offered to see if sprinkler system is leaking when turned on in spring. Will send someone out from Utilities Department to monitor for leak.

Staff was directed to average past bills of the same time period and of last bills, which would be an adjustment to 39,000 gallons, and adjust the bill. Utilities staff will check the sprinkler system in the spring.

▶ **6.LICENSE AGREEMENT FOR 900 W. QUINCY AVE.**

The Board received a request for a License Agreement for access to the back of their property at 900 W. Quincy Ave.

The License Agreement will be conditional upon the City Attorneys conditions, adjacent residents approval and an approved and signed License Agreement.

Board can grant approval after conditions met.

▶ **7.ORDINANCE CHANGES FOR 12-1d-5 – CHARGES FOR TURNING WATER ON AND OFF.**

The Board received a copy of a proposed ordinance correcting verbage on Ordinance Amending Title 12-1d-5 regarding charges for turning water on and off.

Motion: Recommend Council approval correcting vergage on Ordinance Amending Title 12-1d-5 regarding charges.

Moved: Tom Burns, **Seconded:** Jim Woodward.

Motion passed unanimously.

▶ **8.IMPACT OF DENVER EXCHANGES AND STORAGE ON CHATFIELD.**

The Board received a copy of a memo from the City of Englewood to Eric Laux, Scot Fitzgerald and Tim Carey of the Corps of Engineers regarding the impact of Denver exchanges and storage on Chatfield outflows. This is an informational item.

▶ **9.TELEWORKS.**

John Bock appeared to discuss the capabilities of the proposed Teleworks system. The Teleworks contract is for \$103,000.

Motion: The Water and Sewer Board recommends Council approval of the Teleworks contract in the amount of \$103,000.

Moved: Linda Olson, **Seconded:** Jim Woodward.

Motion passed unanimously.

Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Cathy Burrage
Recording Secretary

**ENGLEWOOD WATER & SEWER
MINUTES
TUESDAY, FEBRUARY 14, 2012**

▶ **Roll Call.**

Present: Clyde Wiggins, Jo Lay, Chuck Habenicht, Tom Burns, Wayne Oakley, Kells Waggoner, Randy Penn, Linda Olson, Jim Woodward, Stewart Fonda (Not voting), Cathy Burrage (Not voting).

Absent/Excused: John Moore.

▶ 1. MINUTES OF THE JANUARY 10, 2012 MEETING.

Motion: Approve the Minutes of the January 10, 2012 Water and Sewer Board meeting.

Moved: Habenicht, **Seconded:** Oakley

Motion passed unanimously.

▶ 2. JEFF COVINGTON – 4757 S. CLARKSON ST.

Mr. Jeff requested a reduction and reimbursement for his mothers flat rate account at 4757 S. Clarkson St.

Motion: To deny Mr. Covingtons request for a reduction or rebate on the amount of the flat rate account at 4757 S. Clarkson St.

Moved: Waggoner, **Seconded:** Habenicht.

Motion passed unanimously.

▶ 3.DENNIS GAMEROS – 3125 S. LOGAN ST.

Mr. Dennis Gameros requested a reduction on his bill based on the fact that he was on a trip from July 13 to August 18, 2012. He requested a \$10.81 refund.

Motion: To deny the request for a reduction in the bill for 3125 S. Logan St.

Moved: Waggoner, **Seconded:** Oakley.

Motion passed unanimously.

▶ 4.WATER METER PURCHASE.

The Utilities Department requested approval for the purchase of water meters and electronic remote transmitters. The remote transmitters will be used for converting the metering system to the ITRON Automatic Meter Reading System. A portion of the meters and transmitters will be resold to Englewood customers for new installations as part of the flat-rate-to-meter conversion process. Some of the stock will be used to replace inactive or poorly functioning meters.

Motion: To recommend Council approval by motion for the purchase of water meters and electronic remote transmitters (ERTs) from National Meter and Automation, Inc. in the amount of \$99,563.56.

Moved: Habenicht, **Seconded:** Penn.

Motion passed unanimously.

▶ 5.900 W. QUINCY – CURB CUT REQUIREMENTS. (ATT. 5)

The Board received a copy of a memo from Rick Kahm, Director of Public Works, dated January 26, 2012 regarding curb cut requirements for a City Ditch access point. This is an information only item.

▶ 6.WATER CONSERVATION PLAN DISCUSSION. (ATT. 6)

Mr. Fonda, Director of Utilities discussed his memo dated February 8, 2012 regarding a proposed water conservation plan. Stu also reviewed upcoming projects.

▶ 7.METER PIT AND SERVICE LINE INSTALLATION. (ATT. 7)

Mr. Bill McCormick, Operations Superintendent for Utilities, appeared to discuss hiring plumbers to install meter pits and service lines during the summer. This will facilitate increasing the amount of water mains replaced each year.

▶ 6.UNSCHEDULED GUESTS.

Ryan Laird appeared as an unscheduled guest. A memo, authored by Ryan Laird titled "Subsidized Bonds Financial Analysis," was given to the Board.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,

Cathy Burrage
Recording Secretary

**WATER & SEWER BOARD
MINUTES
TUESDAY, MARCH 13, 2012**

Roll Call.

Present: Clyde Wiggins, Jo Lay, Chuck Habenicht, Tom Burns, Wayne Oakley, Kells Waggoner, John Moore, Randy Penn, Linda Olson, Jim Woodward, Stewart Fonda , Cathy Burrage

Absent/Excused:

▶ 1.MINUTES OF THE FEBRUARY 14, 2012 MEETING. (ATT. 1)

Motion: Approve the Minutes of the February 14, 2012 Water and Sewer Board meeting.

Moved: Habenicht Seconded: Lay

Motion passed unanimously.

Motion: To go into executive session.

Moved: Kells Seconded: Lay

EXECUTIVE SESSION – DISCUSSION OF WATER LITIGATION WITH THE WATER ATTORNEY PURSUANT TO CRS24-6-402-4(b).

Motion: Moved to resume the regular Water and Sewer Board meeting.

Moved: Kells Seconded: Lay

Meeting resumed at 5:47 p.m.

▶ 2. McLELLAN RESERVOIR OUTLET PIPE. (ATT. 2)

Tom Brennan appeared to discuss the recommended lowest acceptable bid from Diaz Construction Group, in the amount of \$116,250.00. The bid is for the McLellan Reservoir outlet pipe that is connected to the pump station for filling and draining water from the reservoir to the S. Platte River and City Ditch. Bids were received from 9 vendors for 530 linear feet of 30" steel pipe with an outside diameter of 30-3/8" with tar coating.

Motion: To recommend Council approval of the McLellan Reservoir Outlet Pipe Project to Diaz Construction Group in the amount of \$116,250.00.

Moved: Penn Seconded: Oakley

Motion passed unanimously.

▶ 3. TOM BRENNAN – UV ELECTRICAL OVERAGES. (ATT. 3)

Tom Brennan, Englewood Utilities Engineer, appeared to discuss additional engineering services that will be required for the UV Disinfection Design Project, adding \$63,329.54 to the contract.

Motion: To approve an additional \$63,329.54 to be budgeted for electrical overages for the UV Disinfection Design Project. Information only.

▶ 4. 1997 WATER CONSERVATION MASTER PLAN. (ATT. 4)

The Board received and discussed the 1997 Water Conservation Master Plan.

Board received Councils goals that show that the Water Conservation Board is moving forward. Starting mid-April and end mid-September. Work with Colorado Water

Conservation Board. Biggest issue is conversion to meters. Bonds and grants were discussed. Overhead storage roofs, Allen Plant roof, two major water mains, UV project. Able to do additional distribution pipe every year. Metering was discussed.

▶ 5.MEMO FROM JOHN BOCK DATED MARCH 8, 2012 - REPLIES TO BOARD REQUESTS. (ATT. 5)

The Board received a memo dated March 8, 2012 addressed board requests for additional information on records of properties changing hands for meter conversion, publishing information on the EMAP Program for meter conversions and the meter for the King Soopers remodel.

▶ 5.ARTICLE FROM THE DENVER POST – “PROPOSALS COULD MEAN BIG CHANGE FOR COLORADO WATER.” (ATT. 6)

The Board received an article from the February 4, 2012 Denver Post, “Proposals could mean big change for Colorado water.”

6.UNSCHEDULED VISITORS. No unscheduled visitors.

7.OTHER.

Elect Vice Chairman

Kells nominated chuck seconded: Randy Penn

Motion approved.

Adjourned 6:48 p.m.

ENGLEWOOD URBAN RENEWAL AUTHORITY
January 11, 2012

I. CALL TO ORDER



The regular meeting of the Englewood Urban Renewal Authority was called to order at 6:31 p.m. in the Community Development Conference Room of the Englewood Civic Center, Chair Weeks presiding.

Present: Roth, Weeks, Burns, Rogers, Buchanan
Costello (alternate)

Absent: Townley, Weddle

Also Present: Jim Woodward, Council Liaison

Staff: Alan White, Community Development Director

II. PUBLIC FORUM



There was no one present to address the Authority.

III. 2012 BUDGET APPROVAL – RESOLUTION #1 - 2012



Director White asked the members if they had any questions regarding the 2012 Englewood Urban Renewal Authority budget. They did not.

Roth moved:

Weeks seconded: TO APPROVE THE 2012 BUDGET

AYES: Roth, Weeks, Burns, Rogers, Buchanan

NAYS: None

ABSTAIN: None

ABSENT: Townley, Weddle

The motion carried.

IV. AUDIT EXEMPTION – RESOLUTION #2 – 2012



Director White asked if there were any questions regarding the audit exemption.

Mr. Burns noted a typo in the heading of the Resolution: Section 2901-604 should read 29-1-604. Chair Weeks will note the change on the original document and initial before signature.

Buchanan moved:

Burns seconded: THE 2011 AUDIT EXEMPTION BE APPROVED AS CORRECTED.

AYES: Roth, Rogers, Buchanan, Weeks, Burns

NAYS: None

ABSTAIN: None

ABSENT: Townley, Weddle

The motion carried.

V. ELECTION OF OFFICERS



Mr. Weeks stated he would not be returning to the Authority.

Rogers moved:

Burns seconded: TO NOMINATE LAURA ROGERS FOR CHAIR AND MR. BUCHANAN FOR VICE CHAIR

AYES: Roth, Weeks, Burns, Rogers, Buchanan

NAYS: None

ABSTAIN: None

ABSENT: Townley, Weddle

The motion carried.

VI. DIRECTOR'S CHOICE



Director White stated Staff is meeting with City Council at the end of January to discuss goals and economic development. There was a recommendation in the Retail Study that the Community Development Department completed in August of 2011 that suggested the EURA might want to look at using Urban Renewal in some areas of the City.

VII. COMMISSIONER'S CHOICE



Mr. Burns said the Chamber of Commerce is publicizing they are strongly supporting businesses as well as City Council. He stated he likes what the new mayor is doing; emphasizing business, visiting businesses and doing a little job creation. He stated he supports their efforts.

Mr. Woodward said one of the pushes on the Chamber and on the Alliance for Commerce group has been to really promote and push to try and expand the membership out of the downtown Englewood core area and to include other areas of the City. Mr. Burns said in years past breakfasts were held at businesses in the urban corridors and industrial areas to get to know them. He stated he would like to see that return.

Ms. Rogers asked about the new term limit rules. It was noted Ms. Weddle was the only one upcoming that is affected, whose term expires a year from now. Mr. Woodward explained the new guidelines.

Ms. Rogers exited the meeting at 6:45.

Director White discussed the meeting schedule for 2012. It was determined meetings will be held on an as needed basis.

Director White said one other recommendation in the Retail Study was to take another run at a development proposal for the property owned by the Authority and City in the downtown area.

Chair Weeks thanked everyone for the opportunity to serve with the Authority. He said he thoroughly enjoyed himself and hopes to return in the future. The members thanked him for his service.

Director White thanked all the members for coming out on a night when the weather was bad and said he appreciates their dedication.

There was no further business to come before the Authority; the meeting was declared adjourned at 6:50 p.m.

Barbara Krecklow, Recording Secretary

**City of Englewood
CULTURAL ARTS COMMISSION
Minutes of March 7, 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
Tamara Emmanuel, Commission Member
Kaylene McCrum, Commission Member
Kristy Reed, Commission Member
Jill Wilson, City Council Liaison

Absent: Maggie Stewart, Commission Member
Karen Kenney, Commission Member
Kate Dulaney, Commission Member
Mary Lynn Baird, Englewood School District Liaison

Also Present: Joe Sack, Recreation Manager
Tim Vacca, Museum of Outdoor Representative

II. Review of Agenda

Bertoluzzi asked if there were any changes to the agenda. MOA Representative Tim Vacca had an item to add to the agenda under Public Art.

III. Approval of Minutes

Bertoluzzi asked if there were any changes to the minutes of February 1, 2012. There were none. The minutes were approved as presented.

IV. Introduction of Guests

Newly appointed Commission Member Kaylene McCrum was introduced. McCrum told the Commission about herself. Commission members introduced themselves to McCrum.

V. New Business

There were no items for New Business.

VI. Old Business

Discussion turned to "Optimistic Attitude to Life" piece of art that was donated to City Council. Recreation Manager Joe Sack reported that an email had been sent to them with a photo and dimensions of the artwork. Sack told the commission members that he had also sent the email to Parks and Recreation Facility Managers and Dorothy Hargrove, Library Director. Sack said that Ms. Hargrove has interest in displaying the

artwork but does not know yet where it can be displayed or for the length of time the Library will be able to display it. Sack also said that Ms. Hargrove is looking into framing for the art. Discussion followed. Sack told the commission members that he will report back to them when he has more information.

VII. Committee Reports

Vacca informed the Commission that the Museum of Outdoor Arts has a set of bronze dolphins that it would like the City to consider placing in its pond at Hampden and Bannock. Vacca reported that for several years the dolphins have been displayed at Westlands Park. A picture of the dolphins photo shopped into the pond was distributed to commission members. Vacca asked commission members for their input. Commission Member Emmanuel asked if the sculpture was a gift to the City or if it would be on loan. Vacca reported that the Museum of Outdoor Arts would retain ownership as it does with all of its art. Vacca explained that the sculpture is currently being restored. Discussion followed regarding signage. Sack asked Vacca if like the rest of MOA's art, will maintenance of the dolphins be the responsibility of MOA? Vacca replied yes. Emmanuel asked who will be responsible for installation. Vacca stated the company who is doing the restoration will also be doing the installation. Sack asked Vacca if MOA understood that the artwork was being placed in a flood basin and any potential damage caused by such a disaster would be MOA's responsibility. Vacca told Sack that MOA was aware of where they were being placed and that they will be insured. Discussion followed regarding placement of the artwork in the pond. McCrum asked if they were concerned about graffiti. Vacca reported that they are not too worried by graffiti due to them being placed in water. Commission members were told by Vacca that MOA has had very few instances of graffiti with its artwork, giving credit to having of 24/7 security. Vacca stated that if something does get tagged, it gets removed quickly.

Sack told Bertoluzzi that staff would appreciate if the Commission would recommend the acceptance of the artwork.

Bertoluzzi asked commission members if there was a consensus that the Department of Parks and Recreation accept from MOA the bronze dolphins. Commission members were in a consensus.

Bertoluzzi asked when the artwork would be installed. Sack told the Commission that the pond will be drained in the summer for cleaning. Vacca reported that it would be great if it could be by summer.

Bertoluzzi reported that Englewood Arts' Stings Attached program is doing quite well and commented in regard to the great instructors it has for the program. Bertoluzzi told the Commission that Englewood Arts has always considered expanding the program and has recently approached Sheridan Schools to see if there was an interest in the program. The Commission was told that they are very interested and the program will be offered to the children in the elementary school for a two month period. Bertoluzzi also reported that a new instructor has been hired for the expanded program.

Bertoluzzi spoke in regard to Englewood Arts exploring the idea of starting a new concert series to increase its audience, a younger crowd, and have it going by this coming fall. Bertoluzzi explained that they are looking into using talented, local artists. Vacca asked if

the concerts would still be classical based. Bertoluzzi replied no but explained that it would not be just one type of music. Discussion followed in regard to the type of music and if alcohol would be served. Bertoluzzi stated that he is open to suggestions.

Schnitzer gave an update on the February Parks and Recreation Commission meeting including discussion on Park Dedication and Fee-in-Lieu Standard. Schnitzer also reported that Joyce Musgrove, Recreation Program and Facility Manager gave an update on the newly implemented extended hours at the Malley Recreation Center which have shown to be very successful.

Bertoluzzi asked if there has been any discussion between the City of Englewood and Englewood Schools regarding collaborating with the new high school and middle school. Sack told the Commission that Director Black is on the School Design Committee and has had several discussions with Englewood Schools Superintendent Brian Ewert in regard to possible collaborations. Sack reported that the Department of Parks and Recreation and Englewood Schools already partner in regard to usage and maintenance with the Hosanna Athletic Complex at the High School. Bertoluzzi asked if there has been any discussion in regard to curriculum. Sack replied that there have been discussions on providing more recreation opportunities but not about curriculum.

Bertoluzzi stated that he had recently met with Mr. Ewert who is a big supporter of arts education, noting that he is looking forward to having more discussion with Mr. Ewert. Discussion followed regarding Englewood Schools future curriculum plans for the arts and the impact of arts on education.

VIII. Upcoming Events

Discussion followed in regard to upcoming events including the Englewood Arts concert on March 24th, "Grieg,: Sonata for Cello & Piano in A minor".

IX. Director's Choice

In regard to the August 11th Funfest event, Sack informed the Commission that the Larimer Arts Association has been in contact with the Department in regard to incorporating sidewalk art into the festival. Sack explained that the Larimer Arts Association would bring in an artist and an apprentice along with all of the supplies but is requesting help in operating the booth. Sack suggested that since the Cultural Arts Commission has a booth each year, the Commission could sponsor the group and provide the manpower at one booth.

Emmanuel stated that she would still like the Commission to have its own booth but could still sponsor the Larimer Arts Association. Emmanuel stated that if commission members are concerned in regard to finding volunteers to work both booths, she could find enough people to work. Discussion followed. Sack explained that the Larimer Arts Association is not looking for publicity but will be marketing their festival at Funfest. Sack said that he would bring back more ideas at the next meeting.

X. Commission Member's Choice

Vacca distributed information on MOA's new show, *Sky on a String*, that will be open on Saturday and run through July 21, 2012. Vacca reported that the Museum is looking for summer interns, undergraduate level.

In regard to previous discussion on a curriculum for the arts, Reed stated that she could ask one of the Directors at her work if he would be willing to attend a Commission meeting to discuss how they incorporate art into their curriculum.

In regard to last month's discussion on Englewood Live and looking for someone from the Cultural Arts Commission to interview for an upcoming performance, Emmanuel reported that she has contacted Mr. Fleenor with Englewood Live who said that he would present an idea for discussion. Emmanuel stated that she has not heard from him since then.

Emmanuel discussed several non-profit art organizations that have committed a booth for Funfest including the Museo de las Americas, the Museum of Contemporary Arts, ArtReach and the International School. Emmanuel explained that each organization will provide its own art project in addition to volunteers.

Schnitzer reported that she had recently attended another free demonstration by the Art Students League. Schnitzer gave an update on the Community Garden, reporting that the first meeting for the season will be on March 20th.

McCrum told commission members that she is looking forward to serving on the Cultural Arts Commission.

Wilson stated that she is really excited how everyone is working on their own thing while still joining together to get things accomplished.

XI. Adjournment

The meeting was adjourned at 6:55pm.

/s/ D. Severa
Recording Secretary



MINUTES March 13, 2012

1. Meeting Opening

The meeting was called to order at 6:40 pm in the City Council Conference Room by Chair Bayless.



2. Roll Call

Present: Susan Bayless, Kaylene McCrum, Cyndi Bowie, Chris Brennan, Justin Geissler, Paul Kern, Cate Townley, Jessie VanGundel, Katie Walsh, Brittany Yepsen, Roger Mattingly, Steven Scott

Absent/Excused: James Garnett, Jennifer Jones, Bob McCaslin

Unexcused: Lindsay Mohn

3. Introduction of New Members

Mr. Scott and Mr. Mattingly introduced themselves; Commissioners welcomed each of them to Commission and introduced themselves to the new members.

4. Approval of Minutes

Motion: Approve the February 8, 2012 Minutes as written. **Moved by** Cate Townley;
Seconded by Paul Kern. Motion carried by unanimous vote.



5. Election of Officers

Motion: Elect Cyndi Bowie as Chair. **Moved by** Chris Brennan; **Seconded by** Susan Bayless.
Motion carried by unanimous vote.

Motion: Elect Chris Brennan as Vice Chair. **Moved by** Cate Townley; **Seconded by** Kaylene McCrum
Motion carried by unanimous vote.



6. Planning Session

The Commission reviewed its Mission Statement and each of its events. Commissioners volunteered to chair and co-chair each event.

- Household Hazardous Waste Round-up: Chris Brennan, James Garnett
- Leaf & Tire: Cate Townley, Roger Mattingly
- Community Garden: Justin Geissler, Susan Bayless
- FunFest: Paul Kern, Steve Scott
- Holiday Lighting: Cyndi Bowie
- Cleanup Coupons: Kaylene McCrum, Katie Walsh
- Litter Index: Jessie VanGundel
- Garden Tour: Cyndi Bowie, Cate Townley
- Education Committee: Brittany Yepsen, Cate Townley, Jessie VanGundel, and Kaylene McCrum
- Plant Sale: Justin Geissler, Katie Walsh and Susan Bayless
- Promotion Committee: Jessie VanGundel, Steve Scott
- Senior Volunteer Yard Cleanup: Cate Townley, Roger Mattingly and Kaylene McCrum
- Photographer: Roger Mattingly

The Commission discussed launching a Facebook page.



7. Staff's Choice

Staff had nothing further.

8. Commissioner's Choice

Susan Bayless is pleased to have a full Commission and has enjoyed being Chair.



9. Adjourn

There was no further business to bring before the Commission. The meeting adjourned at 7:50 pm.

/s/ Nancy G. Fenton

Nancy G Fenton, Transcriber