

---

# *Council Newsletter*

---



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

### **Upcoming Council Meetings**

City Council will meet on **Monday, August 20, 2012**. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers. The agendas are attached. Sandwiches will be available at 5:30 p.m. in the Community Room.

The **Monday, August 27, 2012**, meeting has been **cancelled**.

**Monday, September 3, 2012**, City offices will be closed for Labor Day.

The next meeting will be **Tuesday, September 4, 2012**.

### **Informative Memoranda**

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

1. Article concerning the Twin Dragon's 35<sup>th</sup> anniversary.
2. Article concerning the Englewood FunFest.
3. Article concerning CityCenter Community.
4. Article concerning rebates to the Housing Authority from Xcel.
5. Article concerning the Museum of Outdoor Arts exhibit.
6. Letter from Craig Hospital to surrounding neighbors concerning the hospital campus expansion meeting on Saturday, August 25, 2012.
7. Letter from the South Platte II Working Group.
8. Memorandum concerning water monitoring in the Hillside area.
9. Memorandum concerning the Project Update.
10. Memorandum concerning the Girls State Championship Golf Tournament.
11. Memorandum concerning the 2012/2013 Budget Information.
12. Calendar of Events.
13. Tentative Study Session Topics.
14. Minutes from the Police Pension Board meeting of February 9, 2012.
15. Minutes from the Firefighter Pension Board meeting of February 9, 2012.
16. Minutes from the Nonemergency Employees Retirement Board meeting of May 8, 2012.
17. Minutes from the Parks and Recreation Commission meeting of July 12, 2012.

## Twin Dragon marks 35 years



Englewood Mayor Pro Tem Jim Woodward joins Twin Dragon restaurant owner Shiou Yun Wang and her son, Englewood City Councilman Joe Jefferson, at the Twin Dragon's 35th anniversary celebration on July 27. Jefferson calls Wang, who received Englewood's Lifetime Business Achievement Award earlier this year, the American Dream incarnate. After her family fled communist China in the late 1940s, Wang was born in present-day North Korea. While still an infant, her family fled communism again before Wang eventually immigrated to the United States and studied English at the University of Denver. After six months of paying the bills by working at the nearby Twin Dragon, Wang bought the then-tiny restaurant in 1977. Today, the since-relocated and much larger eatery at 3021 S. Broadway is among metro Denver's destination Chinese restaurants.

*Photo by Peter Jones*

## Annual outdoor movie

*The Villager*  
8.9.12

## Englewood FunFest adds artistic flair

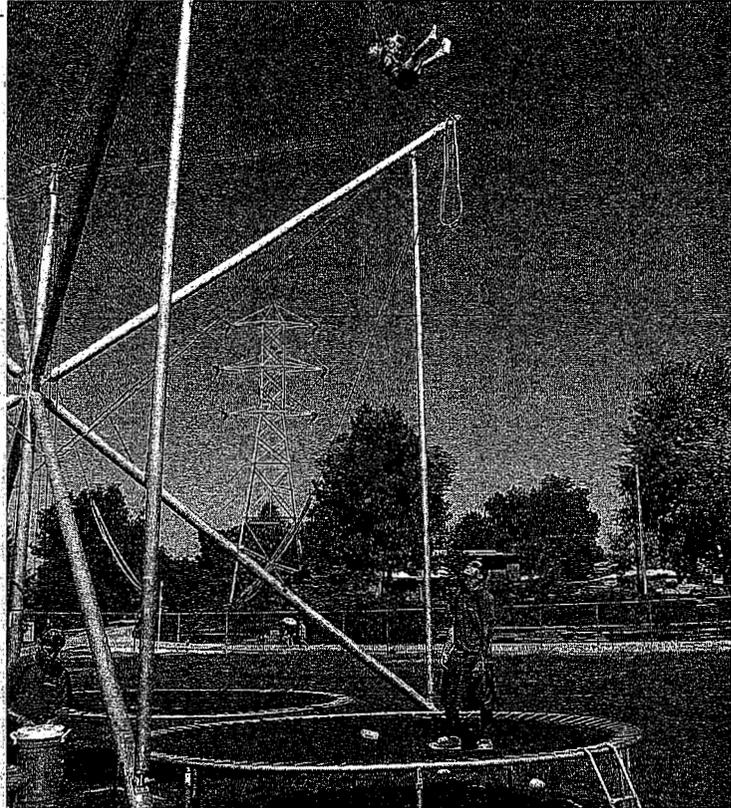
**SUBMITTED BY ENGLEWOOD PARKS AND RECREATION**

Englewood Parks and Recreation invites fun seekers of all ages to explore their artistic and adventurous sides at the 2012 Englewood FunFest on Saturday, Aug. 11.

The event, sponsored in part by Betty's Toys and the Scientific and Cultural Facilities District, provides a full day of free and low-cost fun for the entire family with activities and arts and crafts. Admission is free, but some attractions charge a small fee.

FunFest runs 10 a.m. – 5 p.m. at Belleview Park, 5001 S. Inca St., located between Broadway and Santa Fe Drive.

New this year, FunFest will bring together a number of Denver metro arts organizations to provide a chance for participants to try their hand at specialty arts and crafts projects, such as chalk street art. Among those groups are: Museo De las Americas, ArtReach, the Englewood Cultural Arts Commission, the Larimer Art Association Chalk Art, the Colorado International School and A Little Something Extra, a Nigerian arts group.



Bungee trampoline jumping will be among the attractions at the Englewood FunFest, Aug. 11, 10 a.m. – 5 p.m., at Belleview Park.

*Photo courtesy of Englewood Parks and Recreation*

FunFest will host a variety of other activities to activate your adventurous side, including a bungee trampolines, a zip line ride, face painting, giant bubble making, hula hooping, a dunk tank, “punk

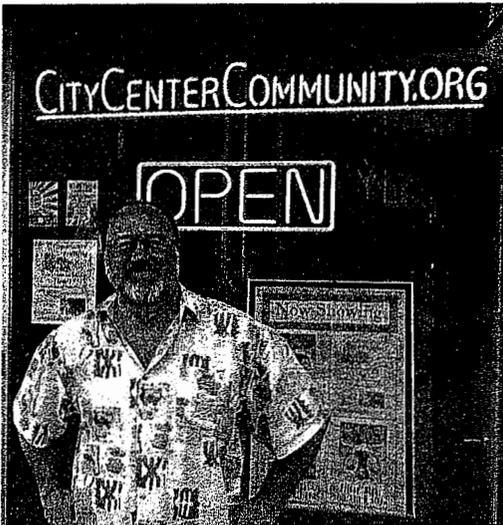
your do,” temporary tattoos and inflatable bounce houses.

For more information, call 303-762-2680 or visit [www.engagewoodgov.org](http://www.engagewoodgov.org).

*The Villager  
8.9.12*

# Building community in Englewood

Man's vision for nonprofit center comes true ... but sometimes struggles



After living in Englewood for more than two decades, Dave Cheadle founded the nonprofit City Center Community as a way to bring the city together. The volunteer-driven center's offerings include movies, live music and other special events. Photo by Peter Jones

By Peter Jones

The corner storefront overlooking the amphitheater at City Center Englewood is not your typical business for a bustling area adjacent to a light rail station. There are no handheld computer devices on display or gourmet coffees for sale.

Instead, a couch of people sit around watching a DVD on a big screen while their kids grab a bag of popcorn and head to the open door armed with hula hoops. Those here for a free outdoor concert stick their heads in to see what's going on.

What they inevitably find is hard to fathom, much less put a price tag on — an old-fashioned sense of community, a new place to make friends and a sort of living room for the city of Englewood and anyone else who happens to drop by.

"We can throw on a football game or the Olympics and people will wander in and get to chatting," said Dave Cheadle, founder, greeter and all-around chief bottle washer. "We've had people who are making transfers at the bus or light rail who have some time to kill and wander in. For a while, we had a family from Five

Points. This single mom would bring her kids down on light rail to watch a movie with the other kids."

For nearly two years, City Center Community, located at 901 Englewood Parkway, has been a decidedly unique nonprofit destination and an all-purpose hangout for kids, movie goers, teens, knitting groups, poetry and music fans and casual passersby who stumble into Englewood's most casual of community haunts.

Cheadle dreamed up the idea a few years ago after Cinderella City, the expansive mall that once stood on this 55-acre City Center property, met the wrecking ball, virtually ending an era for Englewood.

"My little daughter danced in a tutu in front of the fountain at Cinderella City," the 25-year Englewood resident said. "I watched with real interest when that was torn down and wondered what would go in. We've seen a lot of changes and we've seen the city go through some hard times. So now, my family and some other people who have decided to partner with me are trying to give back."

Cheadle's initial target was combating a kind of "new urban" alien-

ation. Given his flexible hours selling 18<sup>th</sup> century Victorian lithographs on eBay, he says he had time to research the lifestyles associated with high-density, transit-based housing.

The light rail-connected City Center — home to the city offices, retail, a few restaurants and an apartment complex — offered new opportunities for 21<sup>st</sup> century Englewood, but Cheadle began to wonder if the people living in the new commuter-heavy Alexan apartments felt any connection to each other.

"I had a sense that there wasn't a deep sense of community in the building," he said. "People didn't even know the names of the people that lived across the hall. But if we could put in a living room, where people could gather right there, maybe people would start to get to know each other."

Eventually, they did — at a series of potlucks, Thanksgiving dinners and televised sporting events.

Before long, Cheadle expanded the focus, as he ventured to attract everyone and anyone who had business in the nearby city area — even if their initial attraction was the free bottled water and the no-purchase-required restroom.

Since then, City Center Community has hosted a range of events, including movies, live music and poetry readings. Due to a licensing agreement, the center cannot publicize its movie offerings on its website — except with very general descriptors.

"We'd be full every time if we could actually put it online. The fee that we could afford prohibits us from publishing the names of the movies," Cheadle said.

Although he has strived to keep the center open seven days a week, Cheadle relies only on volunteers, which has forced him to cut back.

The situation has been helped when outside groups have used the space for purposes ranging from family reunions to yarnning circles to Bible studies.

"I have now given a key to the woman in charge of the yarnning group. That's the goal to train people and develop volunteer staff that way," Cheadle said.

The center does not directly charge for anything, including refreshments and use of the space, but accepts donations as its only source of income.

Although the center offers a distinctly decorated prayer room and receives much of its funding through church donations, Cheadle, a professed Christian, stresses that everyone — regardless of their faith and no faith — is welcome.

City Center Community has frequently taken its community spirit on the road, sponsoring outside community events and bringing its signature bags of free popcorn to goings-on throughout Englewood.

Needless to say, the center has seen its share of financial challenges.

"Right now, I've got a broken window and it's almost \$1,200 to replace it," Cheadle said. "I'm pulling my hair out on how I'm going to replace it. The long-term sustainability is a challenge. I had pledges for three years of rent. Assuming that doesn't go up, I'm halfway through three years of pledges."

For its unceasing efforts, the Greater Englewood Chamber of Commerce has given the center its Certificate of Appreciation for adding "value to the community."

"We're doing things with no strings attached," Cheadle said of the honor. "That's our goal — to be a blessing to the city."

For more information, visit [www.citycentercommunity.org](http://www.citycentercommunity.org).

The Villager  
8.9.12

ENGLEWOOD  
**HOUSING AUTHORITY  
GETS \$53,023 IN ENERGY  
REBATES FROM XCEL**

The Englewood Housing Authority recently received rebates in the amount of \$53,023 from Xcel Energy for the installation of energy-efficient pumps and the retrofit of the lighting in its high-rise residences, and the installation of tankless water heaters in its duplex units.

These energy improvements were installed as components of the Energy Services Agreement entered into with Johnson Controls in 2010. The installation of these energy conservation measures, as well as high-efficiency aerators and boilers and programmable thermostats, was completed in 2011.

Englewood Housing Authority owns and manages two high-rise residences for senior and disabled residents, 10 family duplex units and a 2-story office building. It is also a limited partner in the Terraces on Pennsylvania, a 62-unit tax credit-financed senior residence.

For more information, go to [englewoodhousing.homestead.org](http://englewoodhousing.homestead.org).  
*Englewood Housing Authority*

**Englewood calendar artwork contest underway.** The contest that will deter-

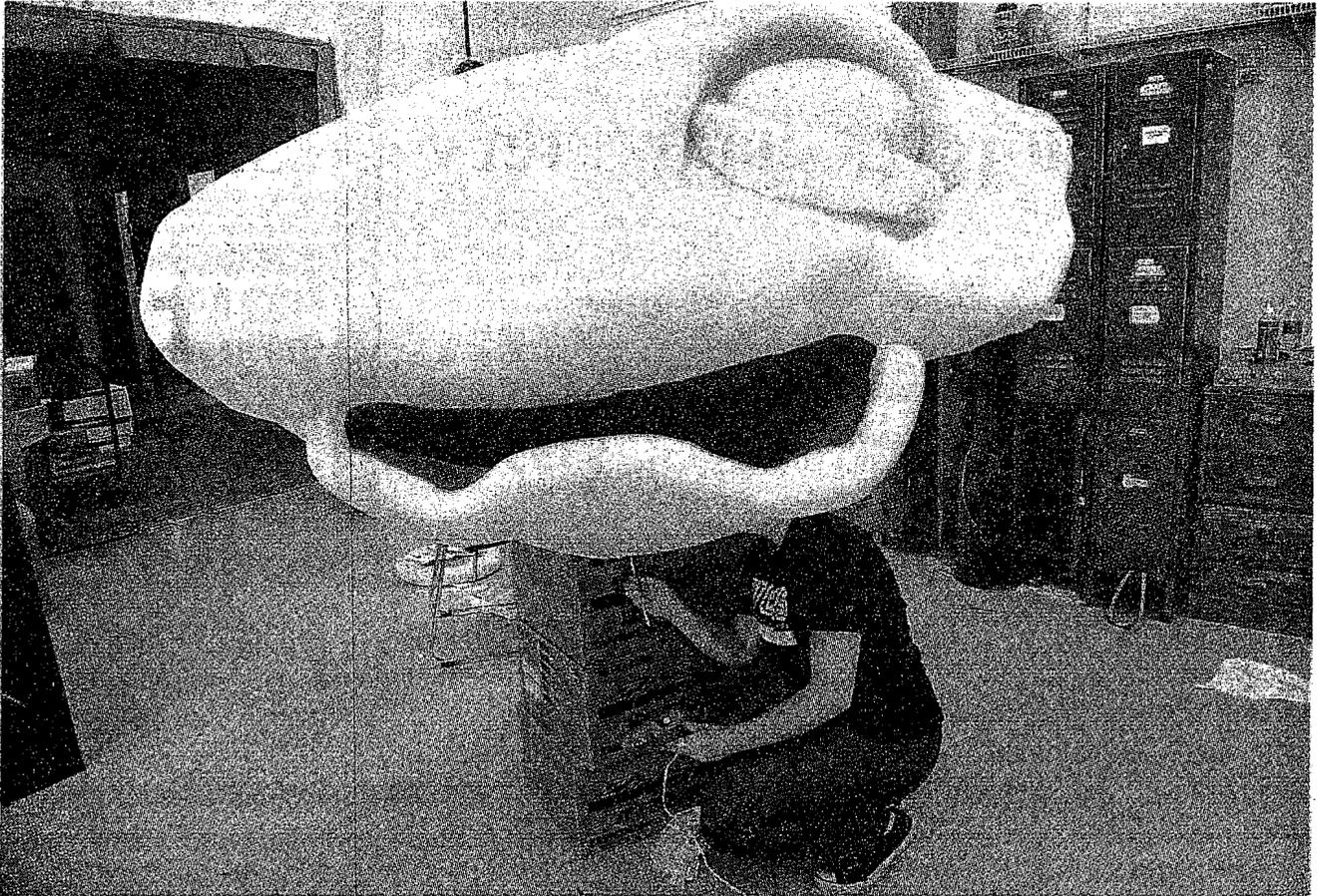
mine the artwork for the 2013 Englewood calendar is underway.

Each year, the city of Englewood produces a calendar that showcases the artwork of our community's talented young artists. Students K-12 who live or go to school in Englewood are invited to enter this year's student art contest.

For more information, including entry forms, go to [engelwoodgov.org](http://engelwoodgov.org) and click on "Englewood Happenings."

The deadline for entries is Sept. 28.  
*City of Englewood*

## Your Arts



Kelly Jones, 21, works on securing the mouth of a giant puppet head Aug. 7 for the Faux Show at the Museum of Outdoor Art in Englewood. Seth A. McConnell, YourHub

# Museum of Outdoor Arts exhibit honors, lampoons array of top contemporary artists

By Clayton Woullard  
YourHub Reporter

All artists featured in the Museum of Outdoor Arts indoor gallery at the Englewood Civic Center are fake, including their biographies.

All of their art pieces are imitations of major contemporary artists, though wouldn't be wise to call them rip-offs. Some are exaggerations and others are mockery, but all are humorous tributes to those who have stretched the confines of what people think art could be. "Art is what you get away with, it really is," said Cory Gilstrap of the studio agined Creations, who grew up in the metro area and is the artist-in-residence at the MOA. He also directed the creation of The Faux Show, the newest exhibit running through Feb. 23, 2013. He has 17 years of master puppeteer experience in Hollywood.

He guided 11 interns in the museum's Design and Build Internship Program in Colorado and elsewhere to create

a show in which parody really is the highest form of flattery.

To mock the graffiti artist Banksy's stenciled rat, Ben Patterson, a Metropolitan State University of Denver fine arts major and Gilstrap's assistant on the project, used stencils to create squirrels placed on the walls throughout the exhibit.

"It is interesting bringing the graffiti element into the gallery," Patterson said, referring to something Banksy does. "I think this experience has helped me bring that to a wider audience. It'll be real interesting to see people's reaction to street art in a gallery setting."

To parody British artist Allen Jones' fetish furniture, which has women dummies in bondage as chairs and lamps, they put fake turf as the cushions on benches and chairs.

In certain areas of the exhibit, interns got to involve themselves in the fun, such as putting their faces on cereal boxes or in two-dimensional scenes.

"We still reserved the right for final

say because you don't want to go too far away from the artist themselves," Gilstrap said. "It also helps that the interns have a personal investment in the show. There's some ownership to it."

Patterson, Gilstrap and University of Colorado at Denver transmedia (sculpture and digital design) major Kelly Jones said doing the soft sculpture hors d'oeuvres was the most difficult part of the project, especially getting the fabric patterns right.

"It was truly a learning curve that I was not prepared to teach," Gilstrap said. "I knew what I wanted to do, but I had no idea the difficulty of just sewing. That's an art in itself, but, oh, by the way, we're gonna make a hot dog, not a shirt."

Admission is free to the MOA at 1000 Englewood Parkway, Suite 2-230. For hours and more info, visit [www.moaonline.org](http://www.moaonline.org) or call 303-806-0444.

Clayton Woullard; 303-954-2953 or



# Craig Hospital

Redefining Possible for People with Spinal Cord and Brain Injuries

August 13, 2012

Dear Neighbor:

Craig Hospital is pleased to invite you to a neighborhood meeting to describe our plan to expand and revitalize our existing hospital campus at 3425 South Clarkson Street. As a part of our plans we propose to close the section of Clarkson Street between our two buildings. The primary purpose to close the street to through traffic is to increase pedestrian safety for the community, our patients, staff and visitors. Craig Hospital is a leading provider in the care for patients with Spinal Cord Injury and Traumatic Brain Injury. As such, many of our patients are in wheelchairs and require access between our east and west buildings for therapy and treatment.

While this meeting is not required, Craig is committed to being a supportive member of the Englewood community we call home. This meeting will provide an opportunity for us to present our plans and receive your input, answer questions or concerns, and listen to any comments you may have.

The date and location of the meeting is:

Date: Saturday, August 25, 2012  
Time: 10:00 AM  
Location: Craig Hospital  
3425 South Clarkson Street  
Englewood, Colorado 80113  
Cafeteria, located in the basement of the West Building

Representatives from the City of Englewood Community Development Department will also be attending the meeting. These representatives will be available to answer questions regarding the City's process.

We look forward to seeing you at the neighborhood meeting. If you have any questions before the meeting please do not hesitate to call us at Craig Hospital at 303-789-8200 or email your questions to

Sincerely,

Mike Fordyce  
President & CEO

## **SOUTH PLATTE II WORKING GROUP**

August 10, 2012

Department of the Army  
Corps of Engineers, Omaha District CENWO-PM-AA  
ATTN: Chatfield Reservoir Storage Reallocation FR/EIS  
1616 Capitol Avenue  
Omaha, NE 68102-4901

To Whom It May Concern:

We are writing as the municipal and county members of the South Platte Working Group: a collaborative, multijurisdictional working group convened to maximize recreational opportunities along and adjacent to the South Platte River in Arapahoe County. In this working group we are partnering with the Colorado Water Conservation Board and Urban Drainage and Flood Control District to restore riparian habitat and make the river a more vital part of our communities.

We are supportive of the goal of the Chatfield Reallocation Project, which is to provide additional water storage for the project proponents. We also agree that expanding Chatfield Reservoir seems like an important, cost-effective and less environmentally impactful solution to water storage needs than building new reservoirs to store the same amount of water.

Our chief concern with the Draft Environmental Impact Statement (DEIS) is that information on the likely flows from Chatfield Dam downstream through the cities of Metro Denver is not included in the body of the report (although it is included in Appendix H) and seems to be underemphasized as an integral part of the study's analysis. Additionally, "adaptive management" is cited almost 200 times in the DEIS but it is not clear how an adaptive management process might be used to address potential impacts related to downstream flows. Our expectation is that an adaptive management process would include the affected communities downstream in Arapahoe County with necessary financial support to conduct an effective, thorough and fair process.

Our working group is focusing on maximizing the potential of the South Platte River to preserve habitat and provide recreational opportunities for the citizens of Arapahoe County and other Metro Denver residents. Additionally, the cities along the river are already struggling to meet water quality requirements under tight budgetary constraints. A further reduction in flows in the South Platte would seriously and negatively impact our ability to improve and share this important amenity as well as the cities' ability to provide safe drinking water to their residents. More information on expected flows from the expanded reservoir would help us plan for our priorities and outline an action plan for addressing the negative impacts of decreased flows should they occur.

Because of the importance of the South Platte to our communities, we strongly urge the Corps to:

- Revisit the flow information in the DEIS;
- Provide and document additional information about anticipated flows and any expected changes to the current annual hydrograph in the South Platte going through Arapahoe County;

- Provide for more effective measurement of flows through Arapahoe County rather than depending on Denver and Chatfield gages;
- Provide such flow information in the body of the Final EIS rather than in an appendix to ensure that the importance of and potential impacts to flows are clear to all who read the final EIS; and
- Explicitly discuss how adaptive management will be applied to understanding the impacts of and adjusting any changes to flow levels from Chatfield Reservoir.

Additionally, we would be very interested in engaging in dialogue with the participants (upstream and downstream users) and sponsors of the study to determine the possibility of maximizing the benefits of releases from the reservoir to maintain flows that are good for recreation, habitat and water quality. We anticipate initiating such dialogue later this year, and we strongly hope that the Corps will support and participate in the process and encourage the project proponents to do so as well. We encourage the Corps to consider these discussions as an essential part of any adaptive management and/or mitigation process.

We welcome the opportunity to discuss these issues directly with the leads of the study. For more information, please contact Heather Bergman, Peak Facilitation (Email: [heather.bergman@corps.dhs.gov](mailto:heather.bergman@corps.dhs.gov)).

Sincerely,

Susan Beckman, Commissioner  
Arapahoe County

Shannon Carter, Director  
Open Spaces and Intergovernmental Relations  
Arapahoe County

Randy Penn, Mayor  
City of Englewood

Gary Sears, City Manager  
City of Englewood

Debbie Brinkman, Mayor  
City of Littleton

Michael Penny, City Manager  
City of Littleton

Cliff Mueller, Council Member  
City of Sheridan

Devin Granbery, City Manager  
City of Sheridan

Sue Rosser, Board Member  
South Suburban Parks & Recreation District

Dave Lorenz, Executive Director  
South Suburban Parks & Recreation District

Gale Christy, Mayor  
Town of Columbine Valley



## MEMORANDUM

TO: Englewood City Council

FROM: Stu Fonda, Director of Utilities

DATE: August 15, 2012

RE: Public Notification of Positive Total Coliform Result on W. Hillside Ave.

In the course of our monthly monitoring of the drinking water quality in Englewood's distribution system, positive samples can occasionally occur. Fifty routine samples were collected during the month of June, 2012 of which more than the accepted 5% standard coliform bacteria were detected. The positive samples occurred in the Hillside area at W. Hillside Ave. and S. Tejon St.

Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially harmful bacteria may be present. Contributing factors unique to this area are low usage, dead ends and higher water temperatures. Weather conditions and bad sample bottles can also affect samples. Since this event, new policies and procedures have been implemented for monitoring and testing. Subsequent testing showed that no harmful bacteria were present, and that a chlorine residual was maintained at all times.

Although this is not a health emergency and was limited to a small localized area, all Englewood water customers will be receiving a public notice mandated by the Safe Drinking Water Act and the State describing what occurred. The notice is being mailed to all Englewood water customers



# CITY OF ENGLEWOOD

---

## IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

We routinely monitor for the presence of drinking water contaminants throughout the entire Englewood Utilities service area. Fifty routine samples were collected during the month of June 2012, of which no more than 10% showed positive presence of coliform bacteria. This exceeded the 5% acceptable standard. Although **this is not an emergency and was limited to a very small localized area**, as our customers, you have the right to know what happened, what you should do, and what we are doing to correct this situation.

### What does this mean?

**This is not an emergency. If it had been, you would have been notified immediately.** Total coliform bacteria are generally not harmful in themselves. *Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.*

Usually coliforms are a sign that there could be a problem with the source water, treatment process or distribution system (pipes or storage tanks). Whenever detected in any sample, we do follow-up testing to see if other bacteria of greater concern, such as fecal coliform or *E. coli*, are present. **We did not find any of these more-harmful bacteria in our subsequent testing. If we had, we would have notified you immediately.**

Furthermore, we continuously disinfect and **the chlorine residual was always maintained throughout the entire distribution system, and the Treatment Plant surpassed all water quality requirements.**

### What have we done?

1. We collected repeat samples and did not find any of these bacteria in our subsequent testing. Additional testing showed that this problem has been resolved.
2. We are conducting an investigation to try to determine the cause for the presence of total coliforms. There could be many causes, including, but not limited to, an improper sampling method, a contaminated bottle or cap, sanitary conditions or any recent repair work.
3. We increased monitoring, strengthened our emergency procedures and are implementing additional measures to eliminate similar problems in the future
4. We are also in contact with Colorado Department of Public Health and Environment (CDPHE). They are evaluating the effectiveness of the steps taken to see if any further action is required.

### What should you do?

**YOU DO NOT NEED TO BOIL YOUR WATER OR TAKE CORRECTIVE ACTIONS.** However, if you have specific health concerns, consult your doctor. People with severely compromised immune systems, infants, and some elderly should always seek advice about drinking water from their health care providers. General guidelines on ways to lessen the risk of infection by microbes are available from the Environmental Protection Agency's (EPA) Safe Drinking Water Hotline at 1 (800) 426-4791.

**For more information regarding this notice, please contact Englewood Utilities at (303) 762-2650**

*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

State Water System ID# CO0103045

Date Distributed: August 24, 2012

# MEMORANDUM



**TO:** Gary Sears, City Manager

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

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

**DATE:** August 15, 2012

**SUBJECT:** PROJECT UPDATES – **Pirates Cove Improvements**, Duncan Park Demolition, Centennial Park Trail Loop, West Harvard Gulch Trail Project, Kent Place, Gas Line Replacement Projects, Concrete Utility Program 2012, City Radio System, Street Maintenance Projects 2012, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

---

## PIRATES COVE IMPROVEMENTS/REPAIRS

Public Works and Parks and Recreation staff will be coordinating repairs and improvements to Pirates Cove during the off-season. Concrete repairs will be performed around the first week of September. We are working with an engineering firm to evaluate options to repair the Concession Building. The building has settled a couple of inches and is experiencing problems with the doors and concrete block cracking.

## DUNCAN PARK DEMOLITION

Demolition of the old school building is complete. Parks staff is adding the final soil leveling to the Duncan School project. We expect to sod the area Tuesday August 21.

## 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. The concrete trail is substantially complete, and with the exception of some truck access areas, the trail has been reopened to the public. **The contractor continues to work on the forms to the bridge abutments. We anticipate concrete to be poured for the abutments by end of this week. Parks staff is working to put back the irrigation that was eliminated when the new concrete trail was poured through the western portion of the park.**

## WEST HARVARD GULCH TRAIL PROJECT

The Urban Drainage and Flood Control District is managing a project to complete a trail connection from our Northwest Greenbelt (Harvard Gulch) to the Platte River Trail System. This project will construct a concrete trail, beginning at the end of our trail system east of Raritan St., and passing under the railroad tracks in Denver. This will complete the trail system connection to the Platte River.

**The contractor is pouring the headwall/wingwalls on the east side of the box this week. The contractor expects to begin pouring the concrete trail to the east next week. Engineers continue working on the final design of the retaining wall. Work on the west side of the railroad underpass is expected to begin within the next couple of weeks.**

## KENT PLACE

Colorado Structures Inc., continued construction of the “Fresh Fare by King Soopers”. Work on Retail Pads One and Two continued.

**The residential portion of the Kent Place development is underway.** Colorado Structures (the same contractor performing retail construction) was awarded the contract. Staff has met with the contractor regarding access and working hours, and also to make sure they are aware of truck restrictions in the surrounding neighborhoods.

### **CONCRETE UTILITY 2012**

NORAA Concrete Construction has completed 95% of the project and has temporarily demobilized. The contractor will return in early September for approximately one week to complete the project. **Questions regarding the program should be directed to the Concrete Utility, 303-762-2360 or**

### **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**

**The 2012 In-House Overlay Program continued. The Street Division completed asphalt overlay of Broadway between Floyd and Yale.** Variable message board signs were installed in advance of the project to notify the public. A press release was sent out. Additionally, Street Division staff personally delivered notices to adjacent businesses.

**Paving of Union Avenue, west of the Platte River Bridge to the Waste Management truck entrance, is complete.** Notifications were mailed to approximately 360 neighboring businesses and residents.

**Our notification efforts for Floyd Ave., Broadway, and Union Ave. have been very effective in reducing citizen and business complaints to near zero.**

**The Street Division has completed 45 of the 60 blocks scheduled.**

Project lists, as well as construction updates, are on the City's web site under Street Closures.

### **CITYCENTER SITE DEVELOPMENT**

#### **Alexan East and West Parcels**

438 residential units. Alexan's occupancy level for March, 2012 is 94.5%. 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.

#### **Gold Mine Pad**

Tenants include: Jamba Juice, Tokyo Joe's, Mega Wraps, and Doctors Express.

#### **CityCenter Site**

EEFI continues project management of all infrastructure on the site. Staff is monitoring the security, sweeping, snow removal, and day porter services performed under the Common Area Maintenance.

#### **Bradley Station Environmental**

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

Updates will be provided as additional information is received.

ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)

PA-84 West

The Mike Ward Infiniti dealership opened on Monday, August 29, 2011.

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

PA-85 (RTD site)

RTD paid the final billing in the amount of \$591,836.86. Finance has deposited this money in the LTAR fund.

PA-85 (Benjamin Franklin Charter School)

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

AIR QUALITY/ENERGY SAVING PROJECTS

Flex Fuel Program

Currently, 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.

GPS IN VEHICLES

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. 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. **GPS equipment installation is substantially complete. Staff is in the process of refining software for tracking 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.

/lt



## **MEMORANDUM**

**TO:** Gary Sears, City Manager  
**THROUGH:** Jerrell Black, Parks & Recreation Director  
**FROM:** Bob Spada, Golf Manager  
**DATE:** August 14, 2012  
**SUBJECT:** Girls State Championship Golf Tournament

---

Broken Tee Golf Course has been selected to host the Girls 4A State Championship tournament in 2013. The dates of this event will be May 20<sup>th</sup> and 21<sup>st</sup>, 2013. This is a great opportunity for the City of Englewood, the Department of Parks & Recreation and Broken Tee Golf Course to shine! As more information becomes available I will be sure to pass it on.

cc: Jerrell Black, Parks and Recreation Director

**Memorandum**

**To:** Mayor Penn and City Council  
**Through:** Gary Sears, City Manager  
**From:** Frank Gryglewicz, Director of Finance and Administrative Services  
**Date:** August 14, 2012  
**Re:** 2012 Budget Estimate/ Proposed 2013 Budget Update

Staff presented Council with information regarding the 2013 Proposed Budget for the General Fund at the August 13, 2012 Study Session. The Proposed 2013 Budget projects a deficit in terms of attaining a ten percent unassigned fund balance of \$1,149,075. Council agreed to implement the budget recommendations listed below to project a deficit of \$338,448 in attaining a ten percent unassigned fund balance. At this time the Proposed Budget provides for planned pay raises, incurs no furlough days, provides for all pension increases, and achieves an unassigned fund balance of 9.14 percent.

Cost Savings and/or Transfers approved by Council in the 2013 Proposed General Fund Budget (attached):

- **Risk Management Fund Transfer (2012)** - \$200,000
- **ServiCenter Fund Transfer (2013)** - \$100,000
- **Central Services Fund Transfer (2013)** - \$50,000
- **Community Development (2013)** – Council Comprehensive Plan Scope Modification - Additional Reduction to Professional Service Expenditure – \$70,000 (\$50,000 previously reduced scope of Comprehensive Plan Update)
- Management determined **personnel saving choices** for the 2013 budget - \$170,075.
- **Health Deductible Increase Savings (2013)** - \$140,627
- **Public Improvement Fund Transfer (Return of road maintenance - 2012)** - \$100,000
- **Public Improvement Fund Transfer (2013)** - \$500,000

<u>General Fund - 2013 Proposed Budget</u>		% of Revenue
Estimated Unassigned Fund Balance - 12/31/2013	\$ 2,764,588	7.06%
Community Development - Professional Services (2013)	70,000	
Management Determined Personnel Cost Savings (2013)	170,075	
Health Insurance Savings (2013)	140,627	
Public Improvement Fund Transfer (2012)	100,000	
Public Improvement Fund Transfer (2013)	500,000	
Adjustment Subtotal	<u>980,702</u>	
Adjusted Estimated Unassigned Fund Balance - 12/31/2013	<u><b>\$ 3,745,290</b></u>	9.57%

Cost Savings and/or Transfers not approved by Council in the 2012 Estimated/2013 Proposed General Fund Budget (attached):

- **Long Term Asset Reserve (2012)** - transfer \$334,000 from LTAR balance to General Fund Unassigned Fund Balance for the amount used for 2012 road improvements. The funds were transferred from the General Fund to the Public Improvement Fund (Council Approval Required)

City staff has estimated the Public Improvement Fund will collect between \$1.9 and \$2 million in building use tax in 2013.

Staff and Council discussed the possibility of bringing a TABOR question in November 2013 for a dedicated mill levy for specific services/uses (police, fire, infrastructure, etc.). This topic will be discussed in early 2013.

The City's general mill levy has not increased in more than 20 years. The 5.880 mill levy is budgeted to provide \$2,880,000 in revenue to the General Fund for 2012. One mill generates approximately \$490,000.

The attached General Fund Budget Statement of Revenue, Expenditure and Changes in Fund Balance illustrates 2012 Estimated Actual and 2013 Proposed Budget information for Council's review.

Attachment

**General Fund Budget**  
**Statement of Revenue, Expenditure and Changes in Fund Balance**

8/16/2012  
10:14 AM

	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Adopted Budget	2012 Estimated Actual	2013 Proposed Budget
<b>Beginning Fund Balance</b>	\$ 7,143,302	\$ 9,374,427	\$ 11,102,763	\$ 9,234,957	\$ 8,494,679	\$ 8,753,654	\$ 8,817,685	\$ 8,638,569
<b>Sources of Funds</b>								
Property Tax	2,623,118	2,995,990	2,971,303	3,020,884	2,994,213	2,880,000	2,880,000	2,880,000
Specific Ownership Tax	341,423	316,242	276,414	263,434	246,062	250,000	230,000	230,000
Sales & Use Taxes	22,753,820	22,617,767	20,624,659	20,866,515	21,737,110	22,115,126	22,115,126	22,336,277
Cigarette Tax	278,785	261,743	218,449	196,320	190,762	190,000	184,000	184,000
Franchise Fees	2,356,385	2,588,214	2,452,611	2,620,191	2,631,393	3,056,938	3,067,552	3,067,552
Hotel/Motel Tax	9,722	10,078	9,140	8,806	9,820	8,713	9,000	9,000
Licenses & Permits	1,168,977	671,609	588,328	695,563	778,536	574,025	765,148	767,153
Intergovernmental Revenue	1,106,280	1,079,285	1,319,282	1,465,970	1,724,807	1,552,315	1,979,903	1,442,129
Charges for Services	3,113,550	3,476,583	3,185,443	3,254,830	3,384,317	3,392,567	3,261,304	3,270,618
Recreation Program Fees	2,235,938	2,364,758	2,315,598	2,489,781	2,635,221	2,599,668	2,609,701	2,629,173
Library Fines	21,691	22,746	21,370	21,923	19,884	20,000	20,000	20,000
Fines & Forfeitures	1,423,950	1,438,354	1,618,308	1,416,034	1,264,875	1,298,450	1,348,450	1,348,450
Interest Income	411,516	520,325	230,000	100,545	91,034	100,000	100,000	100,000
Other	166,247	215,823	635,982	293,658	173,382	419,153	339,307	163,449
Contribution from Component Units	-	599,143	611,837	105,125	425,159	663,046	497,645	688,830
<b>Total Revenue</b>	<b>38,011,402</b>	<b>39,178,660</b>	<b>37,078,724</b>	<b>36,819,579</b>	<b>38,306,575</b>	<b>39,120,001</b>	<b>39,407,136</b>	<b>39,136,631</b>
<b>Other Financing Sources</b>	<b>2,902,197</b>	<b>1,973,789</b>	<b>1,028,456</b>	<b>2,091,485</b>	<b>1,813,945</b>	<b>1,306,739</b>	<b>1,919,465</b>	<b>1,139,574</b>
<b>Total Sources of Funds</b>	<b>40,913,599</b>	<b>41,152,449</b>	<b>38,107,180</b>	<b>38,911,064</b>	<b>40,120,520</b>	<b>40,426,740</b>	<b>41,326,601</b>	<b>40,276,205</b>
<b>Uses of Funds</b>								
Legislation	323,964	350,254	346,044	309,870	298,731	333,793	337,748	330,436
City Manager's Office	673,949	674,322	674,170	659,882	639,184	672,072	665,441	679,653
City Attorney's Office	694,358	698,563	678,038	702,228	706,841	746,734	774,254	783,147
Municipal Court	890,152	915,303	914,494	901,469	848,775	974,417	949,982	962,993
Human Resources	557,855	579,136	456,275	419,421	430,792	470,910	461,343	481,392
Finance & Administrative Services	1,568,074	1,626,571	1,575,923	1,445,581	1,446,313	1,541,645	1,509,333	1,583,684
Information Technology	1,254,364	1,280,156	1,360,237	1,280,660	1,332,766	1,360,355	1,342,364	1,340,211
Community Development	1,412,444	1,464,725	1,366,437	1,301,473	1,359,264	1,478,398	1,448,798	1,324,774
Public Works	5,421,774	5,189,173	5,152,891	5,137,364	5,259,875	5,436,637	5,327,838	5,308,257
Safety Services	16,497,359							
Police		9,974,925	10,183,890	10,312,633	10,395,239	10,921,455	11,075,974	11,259,759
Fire		7,215,444	7,320,268	7,425,903	7,666,842	7,711,732	8,031,634	7,978,057
Library Services	1,259,525	1,261,112	1,275,554	1,284,083	1,145,613	1,256,481	1,231,346	1,251,293
Parks & Recreation Services	5,566,094	5,916,449	5,727,968	5,811,809	5,717,147	5,834,425	5,704,923	5,775,442
<b>Departments Expenditure Subtotal</b>	<b>36,119,912</b>	<b>37,146,133</b>	<b>37,032,189</b>	<b>36,992,376</b>	<b>37,247,382</b>	<b>38,739,054</b>	<b>38,860,978</b>	<b>39,059,098</b>
Contribution to Component Units	-	-	800,000	-	-	-	-	-
Contingencies	130,925	59,759	160,578	48,139	152,423	150,000	150,000	(20,075)
Debt Service-Civic Center	1,578,281	1,575,850	1,571,752	1,570,705	1,658,857	1,574,000	1,574,000	1,573,000
Debt Service-Other	291,480	233,456	233,456	290,122	437,606	486,739	486,739	489,574
<b>Other Expenditure Subtotal</b>	<b>2,000,686</b>	<b>1,869,065</b>	<b>2,765,786</b>	<b>1,908,966</b>	<b>2,248,886</b>	<b>2,210,739</b>	<b>2,210,739</b>	<b>2,042,499</b>
<b>Total Expenditure</b>	<b>38,120,598</b>	<b>39,015,198</b>	<b>39,797,975</b>	<b>38,901,342</b>	<b>39,496,268</b>	<b>40,949,793</b>	<b>41,071,717</b>	<b>41,101,597</b>
<b>Other Financing Uses</b>	<b>561,876</b>	<b>408,915</b>	<b>177,011</b>	<b>750,000</b>	<b>301,246</b>	<b>-</b>	<b>434,000</b>	<b>-</b>
<b>Total Uses of Funds</b>	<b>38,682,474</b>	<b>39,424,113</b>	<b>39,974,986</b>	<b>39,651,342</b>	<b>39,797,514</b>	<b>40,949,793</b>	<b>41,505,717</b>	<b>41,101,597</b>
<b>Net Sources (Uses) of Funds</b>	<b>2,231,125</b>	<b>1,728,336</b>	<b>(1,867,806)</b>	<b>(740,278)</b>	<b>323,006</b>	<b>(523,053)</b>	<b>(179,116)</b>	<b>(825,392)</b>
<b>Fund Balance Before Allocation</b>	<b>9,374,427</b>	<b>11,102,763</b>	<b>9,234,957</b>	<b>8,494,679</b>	<b>8,817,685</b>	<b>8,230,601</b>	<b>8,638,569</b>	<b>7,813,177</b>
Restricted-TABOR Emergency Reserve	1,290,000	1,280,000	1,170,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000
Committed-LTAR	2,428,312	3,485,143	3,131,979	2,130,520	2,406,649	2,713,467	2,619,375	2,619,375
Committed-Contractual Reserve	124,800	80,800	39,200	298,512	298,512	298,512	298,512	298,512
<b>Allocated Fund Balance</b>	<b>3,843,112</b>	<b>4,845,943</b>	<b>4,341,179</b>	<b>3,579,032</b>	<b>3,855,161</b>	<b>4,161,979</b>	<b>4,067,887</b>	<b>4,067,887</b>
<b>Unassigned Fund Balance</b>	<b>\$ 5,531,315</b>	<b>\$ 6,256,820</b>	<b>\$ 4,893,778</b>	<b>\$ 4,915,647</b>	<b>\$ 4,962,524</b>	<b>\$ 4,068,622</b>	<b>\$ 4,570,682</b>	<b>\$ 3,745,290</b>
Unassigned Fund Balance as a percentage of Total Revenue	14.55%	15.97%	13.20%	13.35%	12.95%	10.40%	11.60%	9.57%
Fund Balance Before Assignment as a percentage of Total Revenue	24.66%	28.34%	24.91%	23.07%	23.02%	21.04%	21.92%	19.96%
Fund Balance Before Assignment as a percentage of Total Expenditures	24.59%	28.46%	23.20%	21.84%	22.33%	20.10%	21.03%	19.01%

10% Unassigned FB Funding Gap (168,373)

**CITY OF ENGLEWOOD  
2012 CALENDAR OF EVENTS**



Mon., Aug. 20	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Mon., Aug. 27	<b>Cancelled</b>	Study Session
Tues. Aug. 28	7:00 p.m.	Planning and Zoning Commission, Community Development Conference Room
<b>Mon., Sept. 3</b>		<b>City Hall closed — Labor Day</b>
Tues., Sept. 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Wed., Sept. 5	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	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
	7:00 p.m.	Planning and Zoning Commission, Community Development Conference Room
Mon., Sept. 10	6:00 p.m.	Study Session, Community Room
Tues., Sept. 11	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful Meeting, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed. Sept. 12	6:30 p.m.	Urban Renewal Authority, Community Development Conference Room
	<b>Cancelled</b>	Board of Adjustment and Appeals, Council Chambers
Thurs. Sept. 13	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission
	6:30 p.m.	Transportation Advisory Committee, City Council Conference Room

Mon., Sept. 17	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Sept. 18	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Sept. 19	6:30 p.m.	Code Enforcement Advisory Board, City Council Conference Room
	<b>Cancelled</b>	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
Mon., Sept. 24	6:00 p.m.	Study Session, Community Room
Mon., Oct. 1	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Oct 2	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Oct. 3	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	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., Oct. 8	6:00 p.m.	Study Session, Community Room
Tues., Oct. 9	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful Meeting, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed. Oct 10	6:30 p.m.	Urban Renewal Authority, Community Development Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thur. Oct 11	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Malley Senior Center
Mon., Oct. 15	6:00 p.m.	Study Session, Community Room

**TENTATIVE**

**STUDY SESSIONS TOPICS**

**FOR ENGLEWOOD CITY COUNCIL**



August 27	Study Session Cancelled
September 4	Study Session & Regular Meeting - Tuesday Executive Session – Real Estate Englewood Depot
September 10	Study Session Pot-bellied Pigs 2013 Proposed Budget
September 17	Study Session & Regular Meeting Financial Report Storm Sewer Permit Board and Commission Reports
September 24	Study Session 2013 Proposed Budget Workshop
October 1	Study Session & Regular Meeting
October 8	Study Session
October 15	Study Session & Regular Meeting Financial Report
October 22	Study Session Board and Commission Reports
October 29	No meeting scheduled – 5 <sup>th</sup> Monday
October 30	Joint Meeting with Littleton City Council – Tuesday - tentative Nutrients Humane Society of South Platte Valley
November 5	Study Session & Regular Meeting

November 12	Veteran's Day Holiday – no meeting scheduled
November 19	Study Session & Regular Meeting Financial Report
November 26	Study Session Board/Commission Reappointment Discussion – tentative Board and Commission Reports
December 3	Study Session & Regular Meeting Aid to Other Agencies Discussion City Council's participation on Boards/Commissions
December 10	Study Session
December 17	Study Session & Regular Meeting Holiday Dinner – No Study Session Scheduled Financial Report Board and Commission Reports

### **FUTURE STUDY SESSION TOPICS**

ACE role in business initiatives  
 Security Cameras Update  
 Acoma Parking Lot Landscape  
 Citizens Budget Committee (Fall)  
 Comprehensive Plan Update (July or August)  
     Neighborhood Preservation  
 Full Service City (During Fall Budget Process)  
 Water Conservation Plan (July or August)  
 Concrete Utility Program  
 South Platte River Projects  
 Golf Course Restaurant Contract  
 Citizen Engagement/Mindmixer  
 City of Englewood/Xcel Energy Residential and Small  
     Business Energy Efficiency Outreach  
 Schools Use Tax Projects  
 Pot-bellied Pigs  
 Mill Levy (January/February)

POLICE PENSION BOARD MEETING  
February 9, 2012

The regular meeting of the Englewood Police Pension Board was called to order by Chairperson Norm Wood, at 3:00 p.m. in the Public Works Conference Room, Civic Center, 1000 Englewood Parkway.

Members Present: Norm Wood, Chairperson  
Gary Condreay, Employee Representative  
Frank Gryglewicz, Director of Finance and Administrative Services  
Randy Penn, Mayor  
James Phelps, Council Appointee

Members Absent: George Egri, Employee Representative (with notice)

Others Present: Daniel Brotzman, City Attorney

A quorum was present.

\* \* \* \* \*

Seating of Norm Wood and Welcoming of Mayor Penn

The Board congratulated Norm Wood on his reelection to the Police Officers Pension Board and welcomed Mayor Penn to the Board.

Election of Board Chairperson/President

MR. GRYGLEWICZ MOVED TO NOMINATE NORM WOOD AS CHAIRPERSON.  
MR.PHELPS SECONDED.

Ayes: Condreay, Gryglewicz, Penn, Phelps  
Nays: None  
Absent: Egri  
Abstention: Wood

The motion carried.

Approval of August 4, 2011 Meeting Minutes.

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 4, 2011. MR. PHELPS SECONDED.

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

Abstention: Penn

The motion carried.

Consideration of DROP Application for Gary Condrey

Gary Condrey is requesting participation in the Deferred Retirement Option Plan (DROP). Mr. Condrey's final day of the DROP will be August 28, 2016.

MR. GRYGLEWICZ MOVED TO APPROVE A MONTHLY DROP BENEFIT OF \$4,927.95 FOR GARY CONDREAY BEGINNING AUGUST 29, 2011. MAYOR PENN SECONDED.

Ayes: Gryglewicz, Penn, Phelps, Wood  
Nays: None  
Absent: Egri  
Abstention: Condrey

The motion carried.

Review of FPPA Plan Statements.

Chairperson Wood reviewed the quarterly statements from the Fire and Police Pension Association (FPPA). The year-end statements have not been received. The Board agreed that when the year-end statements arrive, the copies will be sent to the Board and will determine if a special meeting is necessary.

Chairperson Wood requested that FPPA explain the need for a revised August statement from the June 30, 2011 statement since the numbers appear to be the same as on the original June 30 statement.

Consideration of Studies to be included with the January 1, 2012 Actuarial Report

The Board agreed to not request additional studies given the current funding status of the Plan.

Approval of Internal Revenue Service required Plan amendments

The Board reviewed the Plan amendments required by the IRS.

MR. GRYGLEWICZ MOVED TO APPROVE THE PLAN AMENDMENTS REQUIRED BY THE IRS THAT ARE RELATED TO MILITARY LEAVE. MR. CONDREAY SECONDED.

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

The motion carried.

Consideration of Cancelling May Meeting Making the Next Meeting August 9, 2012

The next regular meeting is scheduled for May 10, 2012, if needed; otherwise, the Board will not meet again until August 9, 2012.

MR. PHELPS MOVED TO CANCEL THE MAY BOARD MEETING. MR. GRYGLEWICZ SECONDED.

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

The motion carried

Member's Choice

No items were discussed.

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

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

The motion carried

The meeting adjourned at 3:16 p.m.

/s/ Carol Wescoat

---

Carol Wescoat  
Recording Secretary

FIREFIGHTERS PENSION BOARD MEETING  
February 9, 2012

A regular meeting of the Englewood Firefighters Pension Board was called to order by Chairperson Kieth Lockwood at 4:00 p.m. in the Public Works Conference Room of the Englewood Civic Center, 1000 Englewood Parkway.

Members Present:                   Kieth Lockwood, Chairperson, Employee Representative  
  John Garcilaso, Employee Representative  
  Frank Gryglewicz, Director of Finance and Administrative Services  
  Jay Seay, Secretary, Employee Representative  
  Randy Penn, Mayor

Members Absent:                   Carolyne Wilmoth, Council Appointee (with notice)

Others Present:                   Daniel Brotzman, City Attorney

A quorum was present.

\* \* \* \* \*

Seating of Reelected Board Member, Jay Seay and Welcoming of Mayor Penn

The Board congratulated Jay Seay on his reelection to the Firefighters Pension Board and welcomed Mayor Penn to the Board.

Election of Board Chairperson/President and Secretary

MR. GRYGLEWICZ NOMINATED KIETH CHAIRPERSON/PRESIDENT. MR. GARCILASO SECONDED.

Ayes:                   Garcilaso, Gryglewicz, Penn, Seay  
Nays:                   None  
Absent:                Wilmoth  
Abstention:          Lockwood

The motion carried.

MR. GRYGLEWICZ NOMINATED JAY SEAY SECRETARY. MR. GARCILASO SECONDED.

Ayes:                   Garcilaso, Gryglewicz, Lockwood, Penn  
Nays:                   None  
Absent:                Wilmoth  
Abstention:          Seay

The motion carried.

Approval of Minutes of the August 4, 2011 Regular Meeting

MR. GRYGLEWICZ MOVED TO ACCEPT THE AUGUST 4, 2011 MINUTES OF THE REGULAR BOARD MEETING. MR. GARCILASO SECONDED.

Ayes: Lockwood, Garcilaso, Gryglewicz, Seay  
Nays: None  
Absent: Wilmoth  
Abstention: Penn

The motion carried.

Review of FPPA Volunteer and Firefighters Plan Statements

Mr. Gryglewicz explained that the year-end statements have not been received. Discussion ensued regarding the other FPPA quarterly statements.

Consideration of Studies to be included with the January 1, 2012 Firefighters Actuarial Report

The Board discussed the futility of having studies be included with the 2012 Firefighters actuarial report. Given the current funding levels, the Board determined no studies will be done.

Consideration of Survivor's Benefit for Harlan Bucholz' Beneficiary

Harlan Bucholz, firefighter retiree, died September 19, 2011.

MR. GRYGLEWICZ MOVED TO APPROVE THE MONTHLY SURVIVOR'S BENEFIT OF \$845.30 FOR THERESE BUCHOLZ BEGINNING OCTOBER 2011 AND THE \$500 FUNERAL BENEFIT. MR. GARCILASO SECONDED.

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

The motion carried.

Consideration of Survivor's Benefit for Patrick McCoy's Beneficiary

Patrick McCoy, firefighter retiree, died August 26, 2011.

MR. GRYGLEWICZ MOVED TO APPROVE THE MONTHLY SURVIVOR'S BENEFIT OF \$1,263.34 FOR MARY McCOY BEGINNING SEPTEMBER 2011 AND THE \$500 FUNERAL BENEFIT. MR. GARCILASO SECONDED.

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

The motion carried.

Notification of Death of Volunteer Survivor Anna Turner

Volunteer survivor, Anna Turner died October 3, 2011. No further benefits are due after October 2011.

Notification of Death of Kent Lizar and Approval of Funeral Benefit

Kent Lizar, firefighter retiree, died November 27, 2011. Mr. Lizar does not have a surviving spouse.

MR. GARCILASO MOVED TO APPROVE A \$500 FUNERAL BENEFIT PAYABLE TO THE ESTATE OF KENT LIZAR. MAYOR PENN SECONDED.

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

The motion carried.

Consideration of DROP Application for Richard Petau

Richard Petau is requesting participation in the Deferred Retirement Option Plan (DROP). Mr. Petau's final day on the DROP will be September 18, 2016.

MR. GRYGLEWICZ MOVED TO APPROVE A 50% JOINT AND SURVIVOR MONTHLY BENEFIT OF \$5,209.11 FOR RICHARD PETAU BEGINNING SEPTEMBER 19, 2011. MR. GARCILASO SECONDED.

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

The motion carried.

Discussion of current status of Volunteer Firefighters Plan

The Board discussed researching an alternative to FPPA. There are currently two retired volunteers and four surviving spouses receiving benefits. Staff will research the possibility of purchasing annuities and other potential programs that might minimize Plan cost and still allow fund growth. The funds with FPPA are invested in the pool of assets that are long-term investments and may not be appropriate given the demographics of the members and survivors.

Approval of Internal Revenue Service required Plan amendments

MR. GRYGLEWICZ MOVED TO APPROVE THE PLAN AMENDMENTS REQUIRED BY THE IRS THAT ARE RELATED TO MILITARY LEAVE. MR. GARCILASO SECONDED.

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

The motion carried.

Consideration of cancelling May meeting making the next meeting August 9, 2012

The Board agreed the next regular meeting will be August 9, 2012 unless a matter needing immediate attention requires a May meeting.

Members Choice

No items were discussed.

MR. GRYGLEWICZ MOVED TO ADJOURN. MR. GARCILASO SECONDED.

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

The motion carried.

Meeting adjourned at 4:23 p.m.

/s/ Carol Wescoat

---

Carol Wescoat  
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING  
May 8, 2012

Chairperson Hagan called the regular meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 2:35 p.m. in the Public Works Conference Room of the Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

Members Present: Frank Gryglewicz, Director of Finance and Administrative Services  
Bradley Hagan, Chairperson, Employee Representative  
James Jordon, Council Appointee (arrived at 2:40 p.m.)  
Bobbi Oxford, Council Appointee  
Mahendra Patel, Secretary, Employee Representative  
Jim Woodward, Council Member (left at 4:55)

Members Absent: John Moore, Council Appointee (with notice)

Others Present: Wendy Dominguez, Innovest Portfolio Solutions  
Jerry Huggins, Innovest Portfolio Solutions  
Diane Hunt, Gabriel Roeder Smith and Company  
Mary Brauer, Reinhart Boener Van Deuren Norris & Reiselbach, PC (arrived at 3:10 p.m.)  
Daniel Brotzman, City Attorney (arrived at 3:30 p.m. and left at 4:55 p.m.)

A quorum was present.

\* \* \* \* \*

Approval of Minutes

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 14, 2012 REGULAR MEETING AND FEBRUARY 23, 2012 AND APRIL 4, 2012 SPECIAL MEETINGS. MR. PATEL SECONDED.

Ayes: Gryglewicz, Hagan, Jordan, Oxford, Patel, Woodward  
Nays: None  
Absent: Moore  
Abstain: Abstained from February 23, 2012 meeting only - Woodward

The motion carried.

Innovest Portfolio Solutions: LLC

Ms. Dominguez reviewed Innovest's Capital Market Process and Long Term Outlook for The Economy and Capital Markets.

Ms. Dominguez presented the Asset Allocation Study. The results of the study provide three alternate mixes that could optimize the investments. Innovest has recommended mix number two.

Discussion ensued regarding the expected seven percent investment return compared to the actuarial assumption of seven and one-half percent.

Ms. Dominguez indicated that the investment allocation change should be within the Investment Policy's acceptable range, however if there is a need for a minor policy change the revised policy will be presented for approval at the next meeting.

MR GRYGLEWICZ MOVED TO APPROVE MIX TWO OF THE ASSET ALLOCATION STUDY. MS. OXFORD SECONDED.

Ayes: Gryglewicz, Hagan, Jordan, Oxford, Patel, Woodward

Nays: None  
Absent: Moore

The motion carried.

Ms. Brauer arrived at 3:10 p.m.

Mr. Huggins covered the 2012 first quarter portfolio review and analysis of each fund in the Plan. The report reflected a good first quarter. He indicated that a couple of the funds are of minor concern and will be monitored. Allianz is a concern because there has been a change in management staff. One person was expected to depart, however the other person's departure was not anticipated. Innovest will provide possible fund candidates to replace Allianz RCM at the next Board meeting.

Gabriel Roeder Smith & Company - January 1, 2012 Actuarial Report

Ms. Hunt reviewed the results of the January 1, 2012 actuarial report. The 2013 contribution will be a total of 16.3 percent of pay. The employee contribution rate of three percent will begin in 2013 and the City to contribute 13.3 percent.

The actuarial report does not reflect the liability created by the necessity to refund accumulated contributions for non-vested terminated employees. There will be an additional liability to insure the Member's benefit payments are greater than the accumulated contributions at the point benefit payments commence. These liabilities will be reflected in the 2013 actuarial report.

Ms. Hunt commented that it appears that the mortality tables may need to be changed to a more current table for 2014. The current tables are appropriate for the 2012 actuarial report.

MR. GRYGLEWICZ MOVED TO APPROVE THE JANUARY 1, 2012 ACTUARIAL REPORT. MS. OXFORD SECONDED.

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

The motion carried.

Retirement Approvals and Notifications:

- a. Consideration of Retirement Benefit for Aladino Archuleta
- b. Notification of the Death of Edith Romans
- c. Consideration of DROP Benefit for Cecil Payne
- d. Consideration of DROP Benefit for Manuel Atencio (Note: there was a typo requiring a name correction for Atencio on the packet spreadsheet)
- e. Notification of DROP Benefit Request for Linda Shea
- f. Notification of DROP Benefit Request for James Veryser
- g. Consideration of Retirement Benefit for Christopher Heelis
- h. Notification of DROP Benefit Request for Charles Auner
- i. Notification of the Death of David Butler

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

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

The motion carried.

Colorado Public Plan Coalition Annual Conference September 12-14, 2012

The Colorado Public Plan Coalition Annual Conference will be in Colorado Springs, September 12-14, 2012. The Board discussed the benefits of the conference.

MR. GRYGLEWICZ MOVED TO APPROVE THE USUAL EXPENSES FOR ANY BOARD MEMBER THAT WISHES TO ATTEND THE COLORADO PUBLIC PLAN COALITION CONFERENCE AND NOTIFIES MS. WESCOAT PRIOR TO AUGUST 1, 2012. MS. OXFORD SECONDED.

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

The motion carried.

The Board took a brief recess from 3:50 – 3:55 p.m.

Discussion of Proposed Plan Document Amendments:

Ms. Brauer reviewed the amendments to the Plan document that were not finalized at the prior meetings. The Board discussed the amendments as necessary. Most of the amendments are corrections or clarifications.

The Board discussed the suggested guidelines for reemployment of retirees. The Board agreed not to discontinue benefit payments for rehired Members whose benefit commenced after age 62 or for those Members who it was reasonably anticipated that the Employee would not provide services to the City in the future. A Member cannot be reemployed as an Employee of the City sooner than 120 days after the date the former Member's employment with the City terminated.

Mr. Woodward and Mr. Brotzman left at 4:55 p.m.

MR. GRYGLEWICZ MOVED TO APPROVE ALL AMENDMENTS WITH THE CHANGES DISCUSSED DURING THE MEETING. MR. PATEL SECONDED.

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

The motion carried.

Member Choice

No items were discussed.

The next regular Board meeting is scheduled for August 14, 2012.

The Board adjourned at 4:58 p.m.

/s/ Carol Wescoat

---

Carol Wescoat  
Recording Secretary

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

**I. Call to Order**

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:30 p.m. by Chairperson Gomes at the Fire Academy Orphan Property, 4700 S. Wyandot.

**Present:** Austin Gomes, Chairperson  
Mitch Waldman, Vice Chairperson  
Mark Husbands, Commission Member  
Karen Miller, Commission Member  
Duane Tucker, Englewood Schools Liaison  
Bob McCaslin, City Council Liaison  
Donna Schnitzer, Cultural Arts Commission Liaison  
Jerrell Black, Ex-Officio

**Absent:** Doug Garrett, Commission Member

**Also Present:** Dave Lee, Manager of Open Space  
Bob Spada, Golf Operations Manager  
Joe Sack, Recreation Manager  
Sharan Wilson, Executive Director, Freedom Service Dogs  
Stacey Candella, Marketing, PR & Events Coordinator,  
Freedom Service Dogs  
Brian Deen, Freedom Service Dogs, Event  
Erin Leeper, Freedom Service Dogs and McGruff

**II. Approval of Minutes**

Chairperson Gomes asked if there were any changes or corrections to the minutes of June 14, 2012. There were none. The minutes were approved as presented.

**III. Scheduled Public Comment**

There were no scheduled guests.

**IV. Unscheduled Public Comment**

There were no unscheduled guests.

**V. The Festival of the Bastardino**

Director Black informed the Board that this year's Freedom Service Dogs fundraiser, Festival of the Bastardino, will be held in Belleview Park in addition to Pirates Cove. Black turned discussion over to Sharan Wilson, Executive Director for Freedom Service Dogs. Ms. Wilson thanked the City and the Department of Parks and Recreation for working with them over the years. Ms. Wilson stated that they are very excited about this year's Festival. Brian Deen, Event Coordinator, then spoke about the Festival. Mr. Deen told the Board that they are expecting more than 600 dogs and families to take part in the Pirates Cove Doggie Plunge.

In addition to the Doggie Plunge, Mr. Deen stated that they will have two Dock Dog Demos, an agility course, Buckley Air Force Base K-9 Units, Fastest Dog contest, Ice Cream eating contest, Paw Benders, which is sponsored by Good Times, and Tricks for Treats. The Commission was told that there will be 40 vendors in the park that are specifically for dogs and that they will have volunteers to monitor the event; handling portions of the traffic control and park clean up. The Board was told that last years' event was written about in "Dog Fancy" magazine. In regard to last year's request by the Board to notify the neighbors of the event, Dean said that flyers will be distributed to the neighborhood prior to the event and volunteers will be posted at key entrances. The Board was told that various City of Englewood departments have met on site to discuss the event regarding parking, etc. Commission Member Waldman asked about previous incidents with dogs at this event. Sharan Wilson responded that they have been very fortunate that they have never had any incidents, noting that the dogs and families that participate in this event are very careful.

**VI. 4<sup>th</sup> of July Update**

Black reported that the 4<sup>th</sup> of July Festival was cancelled due to drought conditions. Sack stated that the Lions Club, Jamba Juice, Corn Master and one of the inflatable jumping castle companies did still choose to participate at the park. Sack stated that the vendors did report that the turnout was poor. Commissioners were told the band that was scheduled to perform was cancelled, and retained for next year.

**VII. Duncan Park Update**

Open Space Manager Dave Lee announced that the Duncan School building demolition has been completed. Lee explained that staff will now be working on irrigation where the building stood and hauling fill dirt and then laying sod once the irrigation is installed. Lee went on to explain that the existing temporary fence will stay in place until the sod has taken root.

**VIII. Centennial Park Trail Loop Project Update**

Lee reported that the northern half of the trail loop has been completed and the south half of the trail has had the asphalt removed. Concrete for the trail will be poured next week.

**IX. Jr. Golf Program Wrap-Up**

Golf Manager Bob Spada reported that the Junior Golf Program concluded on June 20<sup>th</sup> with the annual BBQ. Board members were told that this year's program had 515 kids participate. Spada said that in attendance for the BBQ was former Nugget player Bill Hanslick, Sports Talk Show host, Irv Brown, and the Nugget's Mascot, Rocky, along with other various former star athletes. This year there was a silent auction that raised about \$1,000.00 for the Junior Golf Program. Spada also reported that the Humane Society was present and allowed pets to be adopted that day.

**X. South Platte Working Group 2**

Commission members were informed that the South Platte Working Group has reconvened to study and make improvements to the habitats, fishery, and kayak

shoots from Union Avenue continuing to Oxford Avenue. With this stated, the Riverside Design Project that was to begin has been put on hold. Black explained that staff will be involved with this group and will advise the commission of updates. The Design Study is a 2-4 year process with a 5-7 year build out.

**XI. Cultural Arts Commission Update**

Cultural Arts Commission Liaison Donna Schnitzer reported that the Cultural Arts Commission has three new appointed members. Schnitzer told the Board that at the July meeting, discussion was held on different art and the A/V project at Hampden Hall.

**XII. Director's Choice**

Black reminded the Board of the Board & Commission Appreciation Night that is scheduled for Monday, July 23<sup>rd</sup> at 6:00 pm at Pirates Cove. Board members were told that if interested, swimming is available beginning at 4:30pm.

Black announced that the end of August, staff will be submitting a grant application to Great Outdoors Colorado for the development of Duncan Park. Black stated that staff will be notified at the end of the year if the Department was successful in obtaining the grant. Black also noted that at the beginning of next year, the Department will be submitting a grant to Arapahoe County Open Space also for the development of Duncan Park. Black explained that project cost to develop the Park is estimated at \$1.2 million. Black went on to explain that if the Department is unsuccessful with the grant request, development of the Park may need to be completed in phases.

Commission members were told that Executive Assistant Debby Severa will be starting back to work on a part time basis beginning next week. Black said thank you to Katie Fowler, Lynn Meehl and Shelly Fritz-Pelle who has filled in with administrative duties.

**XIII. Commission Member's Choice**

Schnitzer stated that the Cultural Arts Commission has decided on a project to do at Fun Fest and are looking forward to working with the other groups.

Lee noted that the Harvard Gulch trail will be closed for 72 hours starting on July 20<sup>th</sup> in order to complete the work needed for the box culvert. The Board was told that this work must be completed in time for the Monday morning train schedule.

Sack reported that the Kid Stage performances have started with one an additional performance added. Sack said that the Library has co-sponsored with Parks & Recreation for the performances. The Board was told that the Summer Drama production "Anything Goes" will be July 27, 28 and 29. Flyers were passed out to commission members. Sack announced Fun Fest is August 11, 10-5. New features will be a Zip Line and various art groups such as Larimer Street Chalk Art. Sack announced Irv Brown and Ervin Johnson will be at Englewood Recreation Center on Monday, July 23, at 11am. Sack extended his gratitude to Mr. McCaslin for helping coordinate this.

**XIV. Adjournment**

The meeting was adjourned at 6:08 p.m.

/s/ S. Fritz-Pelle  
Recording Secretary