
Council Newsletter



CITY MANAGER'S NOTES July 18, 2013

Upcoming Council Meetings

City Council will meet on **Monday, July 22, 2013**. An Executive Session will begin at 5:30 pm in the City Council Conference Room. The Study Session will begin at 6:00 p.m. in the Community Room. The agendas are attached. Sandwiches will be available at 5:00 p.m. in the City Council Conference Room.

The following meeting will be held on **Monday, July 22, 2013**.

Informative Memoranda

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

1. Memorandum and News Release regarding Belleview Park Farm and Miniature Train Closure.
2. Media Release from Arapahoe County canceling the Open Burning Ban.
3. Letter regarding Neighborhood meeting related to Chick-fil-A redevelopment plans at Broadway and Dartmouth.
4. The Villager article regarding selection of new Englewood Fire Chief.
5. Police Department Summary Report for June, 2013
6. Memorandum concerning 2012 Innovation, Volunteer and Corporate Support of Parks and Recreation.
7. Calendar of Events.
8. Tentative Study Session Topics.
9. Minutes from the Urban Renewal Authority meeting of May 8, 2013.
10. Minutes from the Planning and Zoning meetings of June 4, 2013 and July 2, 2013.
11. Minutes from Liquor and Medical Marijuana Licensing Authority of July 3, 2013

Parks and Recreation Department

The six month Biggest Winner Challenge ended June 30, 2013. The 81 participants lost a total of 386 inches and an average of 22 lbs. per person.

According to a survey of participants:

- This was the first time for participating in a Recreation program for 45% of the participants
- 80% agreed the program was an excellent value
- 74% would participate again.

Participant Quote:

"I've gotten in a routine of working out - and enjoying it. I've put this at the top of my life - and feel empowered to do all I can to help my body become healthier. I've changed tremendously what I eat, I've found a great work out buddy." Diane Arguello



MEMORANDUM



TO: Gary Sears, City Manager
FROM: Jerrell Black, Director of Parks and Recreation ✓
DATE: July 18, 2013
RE: Belleview Park Children's Farm

The Belleview Park Children's Farm and the Miniature Train opened this morning. Our staff spent Tuesday and Wednesday cleaning and sanitizing the facility. We have worked with Tri County Health to make sure that the health and welfare of our staff and our patrons are protected during our daily operations.

We are not aware of any additional staff or any members of the public that have reported any symptoms of cryptosporidium. Our staff will continue to be diligent in using safe and sanitary measures while working with the farm animals and encourage visitors to the facility to do the same.

Please let me know if you have any questions.

TJB
Belleview Park Farm Update_July 18, 2013

Cc Michael Flaherty, Deputy City Manager
Dan Brotzman, City Attorney
Leigh Ann Hoffhines, Communications Coordinator
Lindsey Von Colditz, Department Assistant
Joe Sack, Recreation Services Manager



**City of Englewood, Colorado
News Release**

For Immediate Release: July 15, 2013

Media Contact: Joe Sack, Recreation Services Manager, Englewood Parks & Recreation

Phone: 303-762-2682

E-Mail:

Bellevue Park Farm and Miniature Train closed temporarily to ensure health of staff and visitors

Englewood, CO: On Friday, July 12, Englewood's Parks and Recreation Department closed the Children's Farm and the Miniature Train at Bellevue Park (5001 S. Inca Street in Englewood) as a precautionary measure after several staff members presented with symptoms of illness.

Some of the staff members at the Children's Farm tested positive for cryptosporidium, a microbial pathogen linked with fecal matter in the environment. Because the illness may be related to a farm animal, Parks and Recreation has decided to keep the farm closed for the time being to ensure the health of staff and visitors. The miniature train at Bellevue Park is also closed temporarily.

Staff also immediately contacted the Tri-County Health Department and the U.S. Department of Agriculture for instructions on what steps need to be taken to ensure that the farm is safe for staff, visitors, and the animals. Tri-County Health Department visited the farm this afternoon and confirmed that all health-related measures are in place. All surfaces at the farm are being cleaned and disinfected and the farm plans to reopen on Thursday, July 18.

There have been no reported incidents of illness from the public. The symptoms of cryptosporidium include nausea, diarrhea, and abdominal cramps. If you or your child is exhibiting these symptoms, you should consult your primary care physician. If you have questions about cryptosporidium, contact Donna Hite, Tri-County Health Department Disease Intervention Specialist, at 720-200-1531. If you have any questions about this case, contact John Bergstrom, Tri-County Health Department Environmental Health Specialist, at 720-200-1574.

Please visit Englewood's website (www.Englewoodgov.org) for updates.



J. Grayson Robinson
Sheriff

PLEASE DELIVER THE FOLLOWING PAGES TO:

NAME: News Editors/ News Directors

FROM: The Arapahoe County Sheriff's Office

DATE: July 16, 2013

TIME: 3:30 P.M.

Phone: 720.874.4165

13101 E. Broncos Parkway
Centennial, Colorado 80112
Phone: 720-874-4165
Fax: 720-874-4158
www.arapahoesherriff.org
sheriff@co.arapahoe.co.us

MEDIA RELEASE

ARAPAHOE COUNTY OPEN BURNING BAN CANCELLED

On June 13, 2013, in consideration of the potential for extreme fire danger, Arapahoe County Sheriff Grayson Robinson issued an Open Burning Ban. The weather conditions that necessitated the Open Burning Ban have abated and have caused the fire danger to be noticeably modified.

The OPEN BURNING BAN
for Arapahoe County, the City of Centennial and
the Cherry Creek State Park
is CANCELLED Immediately.

The Sheriff's Office and local fire departments will continue to closely monitor the potential for future fire danger and will initiate open burning bans as conditions require. Although the level of danger for fires has modified, everyone must continue to exercise reasonable safety precautions when engaged in open burning or any fire.

For additional information, please contact Sheriff Grayson Robinson at 720-874-4165

END



An Internationally Accredited Agency

Committed to Quality Service with an Emphasis on Integrity, Professionalism and Community Spirit.



8751 Mallard Place
Littleton, CO 80126

303.437.4948
zell@zc3.us.com
www.zc3.us.com

July 19, 2013

Re: **Chick-fil-A at Spear's Broadway Planned Unit Development
North West Corner of Broadway & Dartmouth
Englewood, CO**

Dear Neighbor -

ZC3, LLC is pleased to invite you to attend a neighborhood meeting to describe Chick-fil-A's plans to redevelop the referenced property. Chick-fil-A is currently in the process of purchasing the property from the current owner. Chick-fil-A plans to demolish the existing building(s) and construct a new 4,580 square foot quick service restaurant with a drive-through and outdoor seating.

The redevelopment of this property will require approval of a change from the current zoning to a Planned Unit Development (PUD) by the City of Englewood. An important part of the PUD process is to conduct a neighborhood meeting to present our proposal in an effort to solicit input from the surrounding community. The date and location of the meeting is as follows:

Date: **Wednesday, July 31, 2013**
Time: **6:00 P.M.**
Location: **Mayflower Congregational Church
3001 S. Acoma Street
Englewood, CO 80110**

Representatives from the City of Englewood Community Development Department will also be available at the meeting to answer questions regarding the PUD process. You will also find attached a fact sheet on frequently asked questions about a PUD.

We look forward to seeing you at the meeting. If you have any questions in advance of the meeting please do not hesitate to contact me at 303.437.4948 or zell@zc3.us.com.

Sincerely,

ZC3, LLC

Zell O. Cantrell

WALK-OUT BASEMENT, WOOD FLOORING, WALK-OUT PORCH - FABULOUS ONE STORY LIVING. ALMOST ONE ACRE.
\$740,000 UNDER CONTRACT.
THE HILLS AT CHERRY CREEK - NEW KITCHEN AND BATHS. \$625,000 SOLD.
4750 E BELLEVUE - 3 BR CONDO

Marsh selected as new Englewood Fire Chief

Former Federal Heights Fire Chief Andrew Marsh has been named Englewood's new fire chief, City Manager Gary Sears announced.

The selection was the result of a nationwide search and comprehensive review process that involved city employees, department directors and members of the community who interviewed the top five finalists.

Sears says he is confident that Marsh has what it takes to lead the Englewood Fire Department forward.

"Andrew's strong credentials, combined with his background in fire service administration, will help take us into the future," Sears said.

He holds a bachelor's



Andrew Marsh

degree in political science from Bucknell University in Pennsylvania and a master's of business administration from

Mount St. Mary's University in Emmitsburg, Md. He is also a graduate of the National Fire Academy in Emmitsburg, where he completed the Executive Fire Officer program. Prior to his 10 years in Federal Heights, Marsh held a variety of positions in fire administration in Maryland.

Marsh is a member of the Metro Denver Fire Chiefs Association, for which he has served as president, the Colorado State Fire Chief's Association, the International Association of Fire Chiefs and the National Fire Protection Association.

Marsh will officially join the department Aug. 19. His appointment follows the retirement of Chief Mike Pattarozzi, who served for 35 years.

Eglewood Police Department Summary Report

For Period June 1, 2013 through June 30, 2013



TYPE OF INCIDENT	June 2013	June 2012	YTD 2013	YTD 2012
PATROL AND TRAFFIC				
Total Activities	4,285	5,262	25,179	34,783
Misdemeanor Arrests	147	171	915	996
Felony Arrests	17	17	128	116
Warrant Arrests	67	38	259	270
DUI Arrests	24	22	230	172
Patrol Division Traffic Summonses	644	707	4,837	3,584

INVESTIGATIONS	June 2013	June 2012	YTD 2013	YTD 2012
Case Filings	18	22	132	130
Summons	5	2	23	9
Deactivated (no additional leads)	34	21	197	167
Unfounded	10	10	65	49
Victim Failure to Prosecute	6	9	32	34
Other Jurisdiction	5	6	36	40
Located Missing Person/Runaway	1	1	18	18
Non Criminal Death Investigations	9	8	32	41
Prosecution Declined by District Attorney	1	3	6	8
TOTAL	89	82	541	496

NEIGHBORHOOD SERVICES	June 2013	June 2012	YTD 2013	YTD 2012
Impact Team				
Projects initiated	18	27	82	130
Residential	8	18	55	81
Business	10	9	27	49
Projects Cleared	19	17	59	80
Community Contacts	11	13	56	89
Residential	2	9	4	13
Business	9	4	52	76
Community Events	8	13	40	50
Code Enforcement				
Cases Opened	438	367	2,293	2,357
Notices of Violation	278	166	1,481	1,137
Postings	97	47	392	300
Summons	24	24	76	89
Patrol Referrals	19	30	124	224
TOTAL	856	634	4,366	4,107
Traffic Bureau				
Traffic Summonses	312	288	1,792	968
Parking Summonses	315	41	1,878	183
TOTAL	627	329	3,670	1,151
Community Relations				
Community Events/Activities	6	13	30	67
Persons in Attendance	161	405	595	2,280

ENGLEWOOD POLICE DEPARTMENT SUMMARY REPORT

For Period June 1, 2013 through June 30, 2013



TYPE OF INCIDENT	June 2013	June 2012	YTD 2013	YTD 2012
COMMUNICATIONS/RECORDS				
<i>Reported Part I Crimes</i>				
Murder/Manslaughter	0	0	0	0
Rape	3	1	8	4
Robbery	1	2	15	15
Assault (includes all assaults)	34	23	166	192
Burglary	18	27	96	137
Theft	149	159	792	833
Auto Theft	26	12	113	85
Arson	0	2	2	5
Reported Part I Crimes TOTAL	231	226	1,192	1,271
Calls for Service TOTAL	4,285	4,153	25,068	25,254

VICTIM ASSISTANCE RESPONSE				
Incidents with victim assistance provided	78	59	446	462
People served relative to incidents	89	71	553	531
Domestic Violence victims	43	23	177	278



MEMORANDUM

TO: Gary Sears, City Manager

FROM: Jerrell Black, Director of Parks and Recreation ✓

DATE: July 11, 2013

RE: 2012 Innovation, Volunteer and Corporate Support of Parks and Recreation

Each year the Department of Parks and Recreation compiles information on the support that it receives in regard to grants, volunteer help and community donations, etc. Staff then takes that information and quantifies it in terms of actual dollars and amount to show the annual value and cost savings to the Department and the City for that year. In 2012, the annual cost savings for the Department of Parks and Recreation was \$809,081. This dollar value is determined by the Independent Sector, a coalition of charities, foundations, corporations, and individuals that publishes research important to the non-profit sector.

Please let me know if you have any questions or need clarification on the attached information.

JB/das
H:das/Innovations 2012 Memo
Attachment (1)

cc: Mike Flaherty
City Council

2012 INNOVATIONS, VOLUNTEER AND CORPORATE SUPPORT OF PARKS & RECREATION

City of Englewood
 Department of Parks and Recreation

The Department of Parks and Recreation actively solicits volunteer and business involvement in all facility and program areas. This has resulted in significant cost savings to the Department and has enhanced program growth and quality and has established a strong partnership among the public sector, the private sector and citizens.

Over **566 volunteers** worked in many different positions during 2012. The Department received grants from Arapahoe County Open Space, and Scientific and Cultural Facilities District (SCFD). Many sponsorships and donations were also received as program support.

Value and cost savings to the Department and City during the past year. **\$809,081**

The estimated dollar value of volunteer time is \$22.14 per hour for 2012 (unless otherwise specified). Dollar value is determined by the Independent Sector, a coalition of charities, foundations, corporations, and individuals that publishes research important to the nonprofit sector. It reports annual statistics on the estimated dollar value of volunteer time, including historical values back to 1980 and values for each state.

Volunteers	Hours	Cost Savings
<u>PARKS AND RECREATION GRANTS</u>		
Northwest Greenbelt Project - ACOS Grant		\$156,600
Summer Drama Program - SCFD Grant		\$4,000
Sounds of Summer Concert Series – SCFD Grant		\$5,000
Kidstage - SCFD Grant		\$3,000
Funfest - SCFD Grant		\$5,000
<u>COMMISSIONS</u>		
10 Parks and Recreation Commission	360	\$7,970
10 Cultural Arts Commission	300	\$6,642
<u>MALLEY CENTER</u>		
7 Volunteer Customer Service Reps.	1115	\$24,686
30 Lunch Volunteers of America Program Volunteers	4632	\$102,552
2 Volunteer Librarian	360	\$7,970
13 Volunteer Tax Counselors– 450 Taxpayers served \$30/Hr 10 week program/9 hours per week plus 150 hours training and Administrative work	1320	\$39,600
15 Advisory Committee Members	315	\$6,974
5 Trust Fund Board Members	45	\$996
8 Volunteer Gardeners	200	\$4,428
Arts & Crafts Donations-Estimated Value		\$3,000
Library Book Donations-Estimated Value		\$1,000
6 Visiting Nurse Association provides 4 hr clinic once a month to seniors offering discounted prices for such services as toe-nail clipping, blood pressure checks, blood draws, cholesterol tests, monitoring of chronic conditions and more. We offer 288 hours per year of clinic care with 6 nurses per clinic. \$35/hr		\$10,080
6 Flu Shots 6 Nurses/1 hour each at \$35 hr		\$210
<u>MARKETING AND PUBLIC RELATIONS</u>		
1 Administrative Volunteer	200	\$4,428
<u>MALLEY CENTER SPECIAL EVENTS/MEALS</u>		
65 Special Event Volunteers	325	\$7,196
Special Event Program Sponsors		\$1,800
Active Rx, Prime Life Benefits, Villa Manor, Johnson Adult Day program, Humana, Griswold Special Care		
In-Kind: Costco		\$100
Sounds of Summer Concert Series – Sponsors; Center Pointe, Solid Grounds, Humana, Financial Navigation, Rolltop Financial		\$2,750

OUTDOOR/TRAVEL AND INFORMATION/REFERRAL

3	Volunteer Hike Planners	90	\$1,993
	One-day trip destinations at no charge. (Free tours) 16 Tours/20 participants/\$10		\$3,200
4	General Boy Scout Volunteer Instructors	37	\$819
1	Trip Escort	2.5	\$55

FITNESS AND DANCE

	ERC Fitness Challenge Program Sponsors		\$1,000
	(Swedish Health One)		
	In-Kind Donations for ERC Fitness Challenge		\$400
	(Arapahoe Chiropractic, Plant 2 Plate Nutrition, Pyrimid Chiropractic, Sport and Spine Physical Therapy)		
	Malley Fitness Challenge Program Sponsors		\$775
	(Swedish Health One, Life Care Centers of America)		
	In-Kind Donations for Malley Fitness Challenge		\$725
	(Julia Temple Healthcare Center, Pyramid Chiropractic Foothills Physical Therapy, Humana)		
	Zumba Gold Dance Party Sponsor (Humana)		\$100
1	Administrative Volunteer (SilverSneakers Paperwork)	20	\$443
9	Volunteer Presenters for Wellness Classes. Rate based on \$50/hr	11	\$550

EDUCATION

8	Volunteer Seminar Instructors	16	\$354
8	Volunteer Computer Instructors/Lab	1800	\$39,852
3	Bridge Group Volunteers	50	\$1,107
1	Bunko Volunteer	48	\$1,063

CULTURAL ARTS

3	Volunteer Class Instructors	350	\$7,749
2	Volunteer Malley Band Coordinator	312	\$6,908
20	Summer Drama Program Volunteers	240	\$5,314
	Ushers, backstage moms & dads, interns, others		
10	Holiday Bazaar	40	\$886
8	Sounds of Summer Concert Series - Sponsor		\$1,750

YOUTH SPORTS

24	Volunteer Baseball and Basketball Coaches	1050	\$23,247
	Baseball Team Sponsors - 10 each \$175 plus 1 @ \$250		\$2,000

ENGLEWOOD RECREATION CENTER

1	Weight Room Maintenance	250	\$5,535
1	Miscellaneous Cleaning	50	\$1,107

BELLEVIEW CHILDREN'S FARM

4	Farm Volunteers	400	\$8,856
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AQUATIC PROGRAMS

20	Volunteer Jr. Lifeguards	5000	\$110,700
	South Suburban in-kind Activity Guide advertisement -Pirates Cove		\$300
	Coke - Pirates Cove Sponsorship		\$2,000
	Coloradokids.com in-kind advertising		\$3,100
	Mom Blog In-Kind advertising		\$2,000
11	Volunteer Guard/Instructors	3700	\$81,918
5	Volunteer Water Safety Aides	674	\$14,922

ADULT SPORTS

2	Softball Coaches - Senior Softball	125	\$2,768
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YOUTH PROGRAMS – GENERAL

	Funfest – Olde Tyme Fair Sponsors; (Betty's Toys, Swedish, Meadow Gold, Larimer Arts, Chadzilla Productions, Lowes)		\$5,500
35	FunFest Volunteers	280	\$6,199
33	Program Volunteers	280	\$6,199
	Egg Hunt Sponsors		\$600
13	Egg Hunt Volunteers	30	\$664
	Egg Hunt basket donations from City staff		\$600
	Halloween Carnival Sponsors		\$900
49	Halloween Volunteers	294	\$6,509
6	Santa Calling Volunteers	24	\$531
	Talent Show, Santa Calling & Preschool Sponsors		\$900

GOLF COURSE

7	Community Service Workers (pulling weeds, emptying trash, cleaning buildings)	154.5	\$3,421
	Hole-In-One program:		\$5,000
	Sponsors		\$5,500
3	Instructors @ \$40/hr	162	\$6,480
4	Instructor Volunteers \$15/hr	216	\$3,240
18	Volunteers	46	\$1,018
	Food Donation		\$3,500

PARKS

60	Community Service Workers and Volunteers	400	\$8,856
11	Volunteer Flower Garden Program	180	\$3,985

Grand Totals

Total Volunteers	Hours	Cost Savings
566	24,844	\$809,081
Total Department of Parks and Recreation savings in innovations, donations, in-kind services, grants and volunteer labor = \$809,081		

**CITY OF ENGLEWOOD
2013 CALENDAR OF EVENTS**



Mon., July 22	6:00 p.m.	Study Session, Community Room
Mon., July 29	Cancelled	Study Session
Mon., Aug. 5	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Aug. 6	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Aug. 7	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	6:30 p.m.	Englewood Urban Renewal Authority, Community Development Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Thurs., Aug. 8	11:30 a.m.	Alliance for Commerce, City Council Conference Room
	3:00 p.m.	Police Officers Pension Plan Bd., Public Works Conf. Rm.
	3:30 p.m.	Firefighters Pension Plan Board, Public Works Conf. Rm.
	5:30 p.m.	Parks and Recreation Commission, Pirates Cove Aquatic Center
Mon., Aug. 12	6:00 p.m.	Study Session, Community Room
Tues., Aug. 13	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conference Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Aug. 14	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Mon., Aug. 19	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers

Tues., Aug. 20	3:00 p.m.	NonEmergency Employees Retirement Plan Board, Public Works Conference Room
	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Aug. 21	4:30 p.m.	Budget Advisory Committee, Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Aug. 26	6:00 p.m.	Study Session, Community Room
Mon., Sept. 2		City Hall closed – Labor Day
Tues., Sept. 3	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Wed., Sept. 4	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
	7:00 p.m.	Planning and Zoning, Community Development Conf. Room
Mon., Sept. 9	6:00 p.m.	Study Session, Community Room
Tue., Sept. 10	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conference Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Sept. 11	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, Community Development Conference Room
Thurs., Sept. 12	11:30 a.m.	Alliance for Commerce, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Englewood Recreation Center, Aquatics Room
	6:30 p.m.	Transportation Advisory Board, City Council Conference Room
Mon., Sept. 16	6:00 p.m.	Study Session, Community Room

TENTATIVE

**STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL**



July 22	Study Session Executive Session – Real Estate (Depot) Breweries and Distilleries
July 29	No meeting scheduled – 5 th Monday
August 5	Study Session & Regular Meeting Executive Session – Personnel
August 12	Study Session Executive Session – Real Estate (EMRF/Value Place)
August 19	Study Session & Regular Meeting Financial Report Disposition of BID assets Project Update – Masonic Property Board and Commission Reports
August 26	Study Session 2014 Proposed Budget
September 3	Study Session & Regular Meeting (Tuesday) Metro Fire Training Center Options Fire Department Plan and Permit Fees
September 9	Study Session 2014 Proposed Budget
September 16	Study Session & Regular Meeting Financial Report Board and Commission Reports
September 23	Study Session 2014 Proposed Budget Workshop
September 30	No meeting scheduled – 5 th Monday

October 7	Study Session & Regular Meeting
October 14	Study Session
October 21	Study Session & Regular Meeting Financial Report Aid To Other Agencies
October 28	Study Session Board and Commission Reports
November 4	Study Session & Regular Meeting Board and Commission Members Reappointment Discussion
November 11	Study Session - Veteran's Day Holiday – no meeting scheduled
November 18	Study Session & Regular Meeting New Council Swearing-In Ceremony @ Regular Meeting
November 25	Study Session Board and Commission Reports
December 2	Study Session & Regular Meeting City Council's participation on Boards/Commissions
December 9	Study Session Board and Commission Reports
December 16	Regular Meeting Holiday Dinner – No Study Session Scheduled

FUTURE STUDY SESSION TOPICS

Water Conservation Plan
Citizen Engagement/Mindmixer
Public Comment Process
Nextdoor Network
Gun Legislation/Community Safety
Security Camera Update
DRT Event Process
Englewood Chamber Event Fees
City Manager/City Attorney Council Review

ENGLEWOOD URBAN RENEWAL AUTHORITY
May 8, 2013

I. CALL TO ORDER



The regular meeting of the Englewood Urban Renewal Authority was called to order at 6:30 p.m. in the Community Development Conference Room of the Englewood Civic Center, Chair Rogers presiding.

Present: Roth, Burns, Rogers, Buchanan, Townley, Costello, Cohn
Bowman (alternate)

Absent: None

Also Present: Jim Woodward, Council Liaison
Joe Jefferson, City Council Member

Staff: Alan White, Community Development Director
Chris Neubecker, Senior Planner

II. PUBLIC FORUM



Mr. Chris Neubecker, the new Senior Planner in Community Development, was introduced.

III. APPROVAL OF MINUTES

- April 24, 2013



Chair Rogers stated that the Minutes of April 24, 2013 were to be considered.

Mr. Burns moved:

Mr. Buchanan seconded: THE MINUTES OF APRIL 24, 2013 BE APPROVED.

AYES: Roth, Burns, Rogers, Buchanan, Costello, Cohn

NAYS: None

ABSTAIN: Townley

ABSENT: None

The motion carried.

IV. ACOMA PROPERTY PROPOSAL DISCUSSION



The Authority discussed the first set of comments received from the three developers.

Comments included:

- Craft DeLay proposal does not have a clear vision.
- Need something with a strong visual presence.
- Do we interview all three or narrow down?

- Most felt the Medici proposal was a better fit.
- Low density doesn't fit our vision for this area, the Comprehensive Plan or the Downtown Small Area Plan.
- In favor of fully utilizing the site.
- Like more retail in the project.
- Incentives asked for by Craft DeLay are not in line with City Council's approved incentive plan.
- Definition of affordable housing needs to be presented to City Council to better understand the concept.
- Parking needs to be addressed further.
- Higher density is more appropriate for the site.

Ms. Rogers moved:

Ms. Cohn seconded: TO ELIMINATE THE CRAFT DELAY PROPOSAL FROM FURTHER CONSIDERATION.

AYES: Roth, Burns, Rogers, Buchanan, Costello, Cohn, Townley
 NAYS: None
 ABSTAIN: None
 ABSENT: None

The motion carried.

The Authority agreed to move ahead with the two remaining developers. Discussion ensued. A list of questions was compiled for the developers. Staff will send out and ask for a response by end of June. The discussion will continue at a future date.

V. DIRECTOR'S CHOICE



Director White had nothing further to report.

VI. MEMBER'S CHOICE



Director White will request the two developers chosen to present to the Authority have their comments to Staff no later than June 28th and each will do an informal presentation to the Authority in July.

The members discussed future meeting dates. It was determined to cancel the June 12th meeting to allow ample time for the developers to respond and hold meetings on July 10th and July 24th.

There was no further business to come before the Authority; the meeting was declared adjourned at 8:15 p.m.

Barbara Krecklow, Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
June 4, 2013**

Minutes and audio are available at:
<http://www.englewoodgov.org/Index.aspx?page=152>

I. CALL TO ORDER



The regular meeting of the City Planning and Zoning Commission was called to order at 7:00 p.m. in the City Council Conference Room of the Englewood Civic Center, Chair Brick presiding.

Present: Bleile, Roth, King, Welker (entered at 7:11), Knoth, Fish, Brick, Kinton
Freemire (alternate)

Absent: Townley

Staff: Alan White, Community Development Director
Chris Neubecker, Senior Planner
Nancy Reid, Assistant City Attorney

Guests: Angie Hunt
Ryan White

II. STUDY SESSION



Breweries, Distilleries and Wineries

Mr. Neubecker provided background information on what was previously discussed at the May 7th meeting. He noted distilleries are currently prohibited in Englewood. He reviewed issues that had come up at the last meeting such as odor, noise, deliveries, distances to other alcohol producers and concerns regarding the size of operations (square feet vs. production volume).

Staff recommends allowing distilleries and breweries as "Permitted" uses in the I-1 and I-2 zone districts. This does not include wineries as they are not currently listed as an allowed use or prohibited use. After discussion the Commission felt wineries should be treated in the same context.

Staff also recommends allowing distilleries, wineries and breweries as "Conditional" uses in the MU-B-1, MU-B-2 and M2 zone districts.

After discussion the Commission felt 10,000 square feet for a maximum building size was appropriate in the MU-B-1, MU-B-2 and M2 zone districts and there is no need to establish limits size in the I-1 and I-2 zone districts.

Mr. Knoth stated he did not want to see any higher architectural standards for this use than any other use. Several other members agreed with him.

Most members felt any of these businesses that locate along Broadway will have a tasting room to bring in the public. If an applicant is going to just manufacture they will locate in the industrial zone as rent will be less costly there.

Staff will prepare a draft Ordinance for the Commission's review at a later date.



Home Occupations in R-1-A

Director White provided background as to why this issue is being brought before the Planning and Zoning Commission. He said City Council asked that home occupations be allowed in the R-1-A zone district, in cases where no negative impact is created on the neighborhood. Mr. Neubecker reviewed Staff's recommended additional restrictions in this zone as outlined in the Staff Report.

Mr. Welker stated society has come to accept working out of the house and noted he approves of allowing the use in the R-1-A zone district.

Chair Brick asked each member if this was a topic they wanted to act upon. Consensus was that the Commission wants to explore the topic further at a future meeting.

III. PUBLIC FORUM



There was no public present at this time.

IV. ATTORNEY'S CHOICE



Ms. Reid had nothing further to report.

V. STAFF'S CHOICE



Director White discussed upcoming meetings.

June 17 th :	Joint meeting with City Council
June 18 th :	Canceled
July 2 nd :	Multi-Year Capital Projects and Light Rail Corridor Plan update

VI. COMMISSIONER'S CHOICE



Mr. Bleile welcomed Mr. Neubecker and stated he did a great job writing the Staff Reports for tonight's meeting.

Mr. Welker apologized for being late to the meeting.

Mr. Brick thanked Community Development for their work on the King Soopers redevelopment at Belleview and Federal. It is scheduled to open on June 26th. He also asked that the Commission discuss setting precedence, when used as an argument, at a future meeting. He asked that Nancy Reid and Brook Bell be present for the discussion.

Several other members thanked Mr. Neubecker for a great job.

The meeting adjourned at 8:30 p.m.

Barbara Krecklow, Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
July 2, 2013**

Minutes and audio are available at:

<http://www.englewoodgov.org/Index.aspx?page=152>

I. CALL TO ORDER



The regular meeting of the City Planning and Zoning Commission was called to order at 7:02 p.m. in the City Council Chambers of the Englewood Civic Center, Chair Brick presiding.

Present: Bleile, Roth, King, Welker, Knoth, Fish, Brick, Kinton, Townley
Freemire (alternate)

Absent: None

Staff: Alan White, Community Development Director
Chris Neubecker, Senior Planner
Dugan Comer, Prosecuting Attorney

II. APPROVAL OF MINUTES

June 4, 2013



Mr. Fish moved:

Mr. Knoth seconded: TO APPROVE THE JUNE 4, 2013 MINUTES

Chair Brick asked if there were any modifications or corrections. Mr. Brick requested one change on page 3, third paragraph. The word "using" be changed to "used".

AYES: Bleile, Roth, Welker, Knoth, Fish, King, Brick, Kinton

NAYS: None

ABSTAIN: Townley

ABSENT: None

Motion carried.

III. PUBLIC HEARING



Case #2012-05, Distilleries, Breweries and Wineries

Mr. Fish moved:

Mr. Bleile seconded: TO OPEN THE PUBLIC HEARING ON CASE #2012-05

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

Motion carried.

Mr. Neubecker, Senior Planner, was sworn in. He provided background information on the amendments. He noted several changes Staff is recommending to the amendments since the packet went out. He stated Staff approves of the modified amendments and recommends they be forwarded to City Council.

Discussion points included:

- Nuisance definition
- Remove microbrewery in its entirety. Microbrewery would be considered a brewery
- Noise, odor not significant
- Definitions for distillery, brewery, tasting room and winery
- Remove all from TSA district; take up later when TSA is discussed
- Remove language referring to production volume

Mr. Roth moved:

Mr. Bleile seconded: TO CLOSE THE PUBLIC HEARING ON CASE #2012-05

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

Motion carried.



Mr. Fish moved:

Mr. Bleile seconded: *CASE#2012-05, AMENDMENTS TO TITLE 16: UNIFIED DEVELOPMENT CODE RELATED TO DISTILLERIES, BREWERIES AND WINERIES AS STATED BE RECOMMENDED FOR APPROVAL TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION WITH THE FOLLOWING CONDITIONS:*



1. Section 2, Brewery definition: strike "and the combined volume of fermented malt beverage and/or malt liquor production exceeds 12,000 barrels per year
2. In Section 2 remove the definition of Microbrewery
3. Section 3, in the Table of Allowed Uses, remove all reference to Microbrewery
4. Section 3, in the Table of Allowed Uses, remove Brewery from the Food and Beverage Service section
4. Section 4, remove 14. e. in its entirety

Mr. Fish stated he feels this issue fit well within the Comprehensive Plan, which promotes business in the city. It will enhance the City and is a great direction for the City to go.

Mr. Welker said he felt it is in substantial agreement with the way we treat other businesses in the districts.

Mr. Kinton felt the amendments were well thought out and is something that is needed as an update to the Comprehensive Plan.

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

Motion carried.

STUDY SESSION

UPDATE: LIGHT RAIL CORRIDOR PLAN



Mr. Voboril presented a slide show put together by the consultants, Crandall Arambula PC. The Commissioner's commented throughout the slide show.

This agenda item will go to Public Hearing on July 16th.

MULTI-YEAR CAPITAL PROJECT



Director White stated nothing has changed from the past few years; there is still a limited amount of money available for new projects. There will be approximately \$1 million left for new projects.

He noted the City has received notification of funding availability for "Next Steps" following completion of the Light Rail Plan. Staff is proposing to submit an application for an additional \$200,000 in funding to develop an alignment feasibility and alternatives analysis for the "Rail Trail" protected bikeways and the Floyd extension. The City must provide 20% in matching funds, or \$40,000. Staff is recommending this be considered a priority.

The Commission discussed several items not on Staff's list.

Mr. Knoth moved:

Mr. King seconded: TO ACCEPT STAFF'S RECOMMENDATIONS AS WRITTEN

Mr. Welker offered a Friendly Amendment to consider the Old Hampden Corridor Streetscape a priority also. Mr. Knoth and Mr. King accepted his Friendly Amendment.

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

Motion carried.

IV. PUBLIC FORUM



There was no public present at this time.

V. ATTORNEY'S CHOICE



There was no attorney present at this time.

VI. STAFF'S CHOICE



Director White stated the next meeting will be on July 16th, which will be a public hearing on the Light Rail Corridor Plan. He asked that the Commission bring the Light Rail Corridor Plan booklet that was in tonight's packet to the hearing.

Director White informed the Commission that the Recording Secretary, Barbara Krecklow, will be retiring next week. Nancy Fenton will fill in as the Recording Secretary until Barbara's replacement is hired.

VII. COMMISSIONER'S CHOICE



Mr. Bleile asked if anyone knew how long Xcel and Denver Water are going to be working in the City.

Several members congratulated Barbara on her retirement.

Chair Brick thanked City Council for their courtesy and enthusiasm in the Comprehensive Plan discussion two weeks ago. He stated he thought they showed a real positive attitude.

Mr. Fish noted he has many fond memories of Flood Middle School and encouraged the members to stop by the school during the demolition process.

The meeting adjourned at 9:00 p.m.

Nancy G. Fenton, Recording Secretary



City of Englewood
Regular Meeting AGENDA
ENGLEWOOD LIQUOR AND MEDICAL MARIJUANA LICENSING AUTHORITY
1000 Englewood Parkway, City Council Chambers
July 3, 2013 7:00 p.m.

1. Call to Order and Roll Call

The meeting was called to order at 7:10 p.m. by Chairperson Ostmeier.

Roll Call.

Present: Michael Buchanan, Jacqueline Edwards, Diane Ostmeier, Carlyne Wilmoth
Absent: Steven Ward (unexcused)
Also Present: Prosecuting Attorney Comer
Deputy Clerk Bush
City Clerk Ellis
Assistant City Clerk McGarry

2. Consideration of Minutes

- a) The minutes of the telephone poll of June 19, 2013 were considered.

MEMBER WILMOTH MOVED, AND MEMBER BUCHANAN SECONDED, TO APPROVE THE MINUTES FROM THE TELEPHONE POLL OF JUNE 19, 2013.

Vote Results: Ayes: Members Buchanan, Ostmeier, Ward, Wilmoth
Nays: None
Abstain: Member Edwards

Motion approved.

3. Renewals

- | | |
|---|--|
| a) CST Metro LLC dba Corner Store
4596 S. Broadway | 3.2% Off-Premises Liquor License
Expires November 8, 2013 |
| b) Casual Lounge
65 W. Floyd Ave. | Tavern Liquor License
Expires August 11, 2013 |
| c) Full House Bar & Grill
4272 S. Broadway | Hotel/Restaurant Liquor License
Expires August 2, 2013 |
| d) 7-Eleven #13206A
3900 S. Broadway | 3.2% Off-Premises Liquor License
Expires June 13, 2013 |

- | | |
|---|---|
| e) 7-Eleven #22533C
4601 S. Broadway | 3.2% Off-Premises Liquor License
Expires June 11, 2013 |
| f) 7-Eleven #13196B
1277 E. Hampden Ave. | 3.2% Off-Premises Liquor License
Expires November 13, 2013 |
| g) Tokyo Joe's
901 W. Hampden Ave. | Hotel/Restaurant Liquor License
Expires June 8, 2013 |
| h) Twin Dragon
3021 S. Broadway | Hotel/Restaurant Liquor License
Expires September 28, 2013 |

MEMBER BUCHANAN MOVED, AND MEMBER WILMOTH SECONDED, TO APPROVE THE RENEWALS FOR AGENDA ITEMS 3 (a) – (h).

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
 Nays: None
 Absent: Member Ward

Motion approved.

4. Special Event Permit

- a) Englewood Elks
 3690 S. Jason St.
 For an event on September 8, 2013 from 8:00 a.m. – 10:00 p.m.

MEMBER WILMOTH MOVED, AND MEMBER BUCHANAN SECONDED, TO APPROVE SPECIAL EVENT PERMIT FOR THE ENGLEWOOD ELKS FOR THE EVENT ON SEPTEMBER 8, 2013.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
 Nays: None
 Absent: Member Ward

Motion approved.

The special event permit was temporarily approved for the Englewood Elks, pending the ten (10) day posting of the property and with the public hearing date of July 17, 2013 which will be vacated if no written protests to the issuance of the permit are received by the City Clerk, during the ten-day posting. If no protests are received, the permit will be approved with the July 17, 2013 date. Neighborhood boundaries are set at: Dartmouth Avenue to the north, Quincy Avenue to the south, Broadway to the east and Platte River Drive to the west.

- b) Museum of Outdoor Arts
 1000 Englewood Parkway
 For an event on November 9, 2013 from 5:00 p.m. – 9:00 p.m.

MEMBER WILMOTH MOVED, AND MEMBER BUCHANAN SECONDED, TO APPROVE SPECIAL EVENT PERMIT FOR THE MUSEUM OF OUTDOOR ARTS FOR THE EVENT ON NOVEMBER 9, 2013.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

The special event permit was temporarily approved for The Museum of Outdoor Arts, pending the ten (10) day posting of the property and with the public hearing date of July 17, 2013 which will be vacated if no written protests to the issuance of the permit are received by the City Clerk, during the ten-day posting. If no protests are received, the permit will be approved with the July 17, 2013 date. Neighborhood boundaries are set at: Yale Avenue to the north, Oxford Avenue to the south, Broadway to the east and Zuni Street to the west.

5. Transfer of License and Temporary Permit

- a) Off the Vine
500 E. Hampden Ave.
Transfer from Off the Vine LLC. to RK Woodruff dba Off the Vine

MEMBER WILMOTH MOVED, AND MEMBER EDWARDS SECONDED, TO APPROVE THE TRANSFER OF LIQUOR LICENSE AND THE ISSUANCE OF THE TEMPORARY PERMIT FOR RK WOODRUFF DBA OFF THE VINE, 500 EAST HAMPDEN AVENUE, ENGLEWOOD, COLORADO 80113.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

6. Show Cause Hearings for Medical Marijuana Centers

- a) Nature's Kiss Cannabis Services Health and Wellness
4332 S. Broadway
- b) Mile High Dispensary
3751 S. Broadway

MEMBER WILMOTH MOVED, AND MEMBER BUCHANAN SECONDED, TO OPEN THE SHOW CAUSE HEARINGS FOR NATURE'S KISS CANNABIS SERVICES HEALTH AND WELLNESS, 4332 S. BROADWAY, ENGLEWOOD, COLORADO 80113 AND FOR MILE HIGH DISPENSARY, LLC., 3751 S. BROADWAY, ENGLEWOOD, COLORADO 80113.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

All witnesses were duly sworn.

James Kimmel said I am the special attorney for the City of Englewood Liquor and Medical Marijuana matters. I haven't spoken with Nature's Kiss but Ms. Bush has advised me that they have submitted a complete application that is acceptable, paid the fees, and she has reviewed it and found it to be fully in compliance. I believe that they would like to speak to the Authority.

Liquor and Medical Marijuana Licensing Authority

July 3, 2013

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Bruce Carter, one of the owners of Nature's Kiss Cannabis Services Health and Wellness was sworn in. I appreciate your time. He said I wanted to address the Authority concerning this matter. We have been operating a medical marijuana dispensary in the City of Englewood since August 2009. Here tonight are some of our family, some employees, and the other two owners: Rachael Lopes and my son, Bruce Jr. The reason why we chose Englewood is that we are all Colorado natives, with Rachael attending Englewood High School and the current Mayor was her teacher. We approached City Council on August 3, 2009 for their guidance and basically their blessing on us offering a medical marijuana dispensary. If they didn't want us, we didn't want to set up in a city that didn't want to have us. Other dispensaries chose to open up and never came to speak to you folks...City Council. We chose to come before Council and speak to them before we did anything and to make sure that we were going through the proper channels and that we don't run into any rough waters afterwards. There was no problem there. We got the blessing. We received our sales tax license from the City and the State. We filed all of the application paperwork with the State. The application went to the State first and we were told that they would forward the application to the City of Englewood. The City of Englewood, at the time, was forming their own rules. They required a care-givership card. We were fingerprinted and the owners received this card. [Clerk's note: Mr. Carter provided a copy of this card to the Authority to review.] This is what the City wanted us to do and we fully cooperated. That was the end of that. Because HB10-1284 had not been adopted or fully crafted, there was really no way for City Council to define what was needed. No one knew what rules would be drafted. HB10-1284 was finally passed and a bunch of new rules had evolved. Now we had to file accordingly and get all of the proper documentation and that the State said that they would forward it to the City of Englewood. That is the last that we heard of it. To our amazement, we were really surprised when we got the letter from the City regarding not filing our paperwork. As far as we knew, we thought we were compliant. What I did immediately was to contact the City. I tried to get a hold of Karen Kennedy, who is who we worked with before, to get the paperwork or whatever we needed to do done. We wanted to be compliant with the rules. But Karen was no longer taking care of this. There is now an Authority to take care of this. Kerry Bush was the person who is administering it. I contacted Ms. Bush and started going through the process of getting everything completed. She worked quite extensively with us. It is a long process. There is a lot of work. You have to provide a lot of information to the City and the State in order to get approved. Through this whole process, we have been able to satisfy her requirements and her needs to her satisfaction with regards to the application. All of the fees have been paid. Like I said, once we received the letter, I immediately jumped into action to try to cure the shortcomings. We have always strived to cooperate and work with the City of Englewood, as well as the State of Colorado. We haven't had any issues with anybody. The State even has my cell phone number.

There is an issue regarding the OPC (Optional Premises Cultivation) as well. None of us really knew that there needed to be a requirement for an OPC. A dispensary has to have the medicine for our patients. Because we opened so early, there was no way to measure or to define any of these rules.

I am here for two reasons. One to try to take care of our shortcomings of not filing the paperwork, which was an unintentional oversight in our part but we did act immediately and in which, the paperwork has been taken care of and we have satisfied the City. Two, we also submitted Appendix A for the OPC and I want the Authority's guidance and your opinion on how that should be handled. It did exist and how can we deal with this? I assure you that any future document filings will be handled promptly.

There is quite an extensive timeline of events that have occurred with this industry. We are all blazing new territory. The State is trying to figure it out. The City is trying to figure it out. And we are trying to figure it out. We are looking for guidance and leadership. We want to abide by the rules but we need to know what the rules are. We are trying to figure out what is the next best step to take.

Things have changed since the House Bill was passed. It is not a care-givership anymore. It is a dispensary and an OPC. There are so many different parts now that you have to deal with. We didn't have our crystal ball with us when we spoke to City Council.

I also brought along our certificates of applications for the dispensary and the OPC, if you would like to look at them. The other thing I want to bring up is that the State did issue a license to us, but I understand that the City never formally approved that issuance. There have been a lot of problems with the State: they are underfunded and understaffed and it has created a lot of problems this first year. It has been very slow going with the State. We don't know where we are at but the State inspectors did come out and went through our entire facility. Approving our license without the City's knowledge has created other problems.

Chairperson Ostmeyer said in looking at your license, I noticed that it is valid through May 2013. Mr. Carter said we have renewed it but it is pending. They finally got it right. They are waiting for you folks to approve the application. I think they are finally starting to get it together where the local people need to sign off first.

Member Buchanan asked Kerry, isn't this when it came to our attention was when the State began requesting permission from us and we had to tell them that we didn't have any information. Deputy City Clerk Bush responded that is correct. Member Buchanan asked when was that license issued. I see the expiration date on it but no issue date. Mr. Carter replied they don't put a date on the license. Our first license was in August from 2009. We changed the license when the House Bill went through. We have renewed it every year. I have copies of the checks used to pay the renewal fees.

Member Wilmoth asked what was the date of this year's renewal check. Mr. Carter replied May 28, 2013. Member Buchanan said four days after this license expired. Mr. Carter said yes. Mr. Carter had copies of the checks used for 2010 and 2012 as well.

Member Buchanan asked so the State will have a renewal every year after this. Mr. Carter replied yes. Member Buchanan asked so the City will have a separate annual renewal. Mr. Carter replied correct.

Member Buchanan asked Mr. Carter when was the first time you heard from the City. Mr. Carter responded the date of the letter. Member Buchanan said you got the letter and you began working with the City immediately. When was that? It was fairly recently? Mr. Carter said yes. Mr. Carter said May 16. Member Buchanan asked if we had sent a letter before this. A letter, dated March 20, 2013, was presented by Deputy City Clerk Bush to the Authority to review and she stated this is when we received notification from the State regarding the center and the OPC. Member Buchanan said so you did not receive this letter from us. Mr. Carter replied I don't think I did. It didn't come certified. Deputy Clerk Bush stated that it was sent certified mail and I have the signed card of receipt by Nature's Kiss. Mr. Carter said then I might have but I don't know. After thinking about it and conferring with his son and Ms. Lopes, Mr. Carter said I do think I remember it and we made immediate contact with Ms. Bush. Mr. Carter replied that yes, I think that was the first letter because this process has taken quite a while. I had to go to the State and request copies of what we had filed, per the recommendation of Ms. Bush so that we wouldn't have to complete the same forms all over again. Member Buchanan asked so that is what was happening between the March 20 letter and the most recent letter. Mr. Carter answered yes. Member Buchanan asked are you the person who handles the compliance issues or did you designate this to one of your employees. Mr. Carter said normally I take care of it. I take care of getting everything filed. March 22 is the first date when my son, my manager and I came down and spoke with Ms. Bush.

Member Buchanan said so the information that we require for the City's application necessitated you contacting the State for copies. The State had the information that was needed? Is that accurate? Mr.

Carter replied no, it was upon the suggestion of Kerry Bush that we obtain copies from the State so that we didn't have to fill out the same paperwork again. I took her advice.

Deputy City Clerk Bush clarified by stating that the most of the forms we require are the exact same ones required by the State. We didn't reinvent the wheel. There are a couple of forms that the City requires that are different from the State but the majority are State required forms. This is a suggestion that I have given all of the centers that have spoken to me and that is that they contact the State and obtain copies of their applications that they filed. I would accept these copies as long as they were complete. One of the problems is that the State has had a long lag time and that is why this process has taken some time. Member Buchanan agreed that this is certainly our understanding and experience. I appreciate you stating that they are underfunded and probably understaffed. I agree.

Member Buchanan said you directed us to the Appendix. Did you have a question for us? Mr. Carter said I guess the MMC is being grandfathered by the ordinance. But the OPC was not given the same consideration. So I wanted your guidance and suggestion regarding that procedure.

Member Edwards said thank you for coming here tonight. She said I am confused here because I have been involved with the medical marijuana program since 2008. I am involved with the legislation and go to the meetings at the Health Department, Revenue Department, MMED, at the capitol, and the A64 task force meetings and working groups. I read Westword. I go to some of the social functions downtown. I receive industry emails everyday about all of this industry stuff. I am very puzzled how you didn't know that you needed to come to the City and have all of these things in order. How did you not know that you needed to file with the City? I am getting very confused. Mr. Carter said it depends on when you are talking about. In 2010, the City required a care-giver card. We filed with the City and the State immediately. The City had a moratorium and we had to file the paperwork initially with the State. The State said they would forward the paperwork to the City and they didn't. We waited to hear back from them and we didn't. We are trying to be compliant. We are not trying to get out of doing things like not filing paperwork or not do what is expected of us. That is why I am here in front of you tonight. I've done everything to the best of my ability to be compliant and satisfy everyone's rules. Because it is so confusing and things change, it is hard for us to keep up with it. I apologize that I am not 100% perfect on this but I am trying to do the best that I can. The letter was a wakeup call for us. Due to my immediate response, I have been doing my due diligence and responding with what was asked to my fullest ability.

Member Edwards said I'm glad this came up in order to have the paperwork. I'm so glad that something hasn't happened...some peril at your business because without the proper paperwork filed, you wouldn't be covered on any...Mr. Carter said right, I understand that. Ms. Edwards continued I'm glad this has come up in order to try to get you situated and I would really have to suggest that you watch those websites so that you are aware...Mr. Carter said honestly, I guess I'm a little ignorant about this. I have actually appointed my store manager to start monitoring these things. Shame on us for not being more proactive. I take full responsibility for that. But I am human. God created me as an imperfect machine. I am trying to do my best because there are a lot of people who depend on our business. Not only our families, my wife, my kids, but we have patients out there at who are ill and need the medicine. We are trying to satisfy that and we are trying to take care of the City and the State. It is a tough job. This isn't like running a 7-Eleven. I wish it was a 7-Eleven. It would be so much easier. We are blazing new territory here. We are trying to do everything to remain legal, compliant, and to do everything you folks are asking or requiring of us. I'm being as proactive as I can. We are trying to take measures that will ensure that this will never happen again. Mr. Bartel will be monitoring things for us and I will be monitoring him. We truly feel bad about this. We don't want to waste your time. I didn't mean for this to happen.

Chairperson Ostmeyer said Mr. Carter, I think that we can really appreciate how everything is changing and how we are forging new ground. As an Authority, we also are forging new ground. We are going

home at night and trying to get up to speed. Everybody is much like you. I do appreciate that. It isn't easy to keep up with all of the changes, all of the regulations, everything that is going on with this. It is new and it is going to take a while for everything to get to where it is cut and dried. It isn't like a liquor license where we have a very clear direction. We do appreciate what you are saying. I understand it is not easy to figure out who's doing what, when, where.

Mr. Carter replied it has been tough. We have been blessed to have an individual such as Kerry Bush. She has been so helpful. Chairperson Ostmeyer said so are we. Mr. Carter continued she is an angel and I thank God for being able to work with her. The City has been wonderful and I regret the fact that we did that. We are trying to make up for it the best we can. We are trying to be a good member of the society. We are trying not to be the squeaky wheel.

Chairperson Ostmeyer said I appreciate that. I do. It is an ever changing thing, it seems like. Mr. Carter said it is truly evolving. And now we have Amendment 64 but we don't want to get into that. It is a quagmire in itself.

Chairperson Ostmeyer asked if anyone in your group wanted to speak. We have several members who have signed up. Bruce Carter Jr., Rachael, Drew, Edmond. You have done a very nice presentation but I didn't know if anyone else would like to speak. Mr. Carter said they are my back-up. Sometimes, occasionally, I crash and burn. When that happens, I need back-up. The others declined to speak.

Chairperson Ostmeyer asked the Authority if they had any additional questions or comments.

Member Edwards said I have one question. Reading that letter that was sent out in March, talking about the OPC...what would need to be done about that if the rest of this is in order? The lag time if the rest of this is in order? We have from July 1 to July 31 to deal with as a separate issue since it was not grandfathered in.

Deputy City Clerk Bush replied that is something that you can talk about in Executive Session.

Chairperson Ostmeyer said thank you Mr. Carter. Mr. Carter replied thank you. I appreciate your time. Happy 4th of July.

Chairperson Ostmeyer asked Mr. Kimmel if he had anything further. Mr. Kimmel replied yes. We'll do Mile High next. There is some confusion to the application as to what has been submitted and not submitted. I have spoken with Ms. Bush and Mr. Comer and my suggestion to the Authority is that you continue this hearing until the next meeting of July 17. Myself, Ms. Bush, and Mr. Comer will meet with the applicant and try to answer any questions and get the application ready to be submitted.

Chairperson Ostmeyer said okay. Mr. Tsu, is that your understanding what Mr. Kimmel just related to us. That we will hold off any decisions for two weeks and then that will give you guys time to meet and review the application. Is that your understanding? Mr. Tsu said yes.

Chairperson Ostmeyer said we are going to go into Executive Session, pursuant to 24-6-402(4)(b), which is to go into conference with the Authority's legal counsel. We will discuss the information presented to us tonight. We will be back in just a little bit. Thank you.

Recessed at 7:52 p.m.
Reconvened at 8:28 p.m.

Chairperson Ostmeyer said we are back and ready to resume the hearing.

MEMBER EDWARDS MOVED, AND MEMBER WILMOTH SECONDED, TO APPROVE THE MEDICAL MARIJUANA CENTER TYPE 1 LICENSE FOR NATURE'S KISS CANNABIS SERVICES HEALTH AND WELLNESS, 4332 S. BROADWAY, ENGLEWOOD, COLORADO 80113.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

Chairperson Ostmeyer said at this time, we will now go around to state why we have voted the way we did.

Member Wilmoth said I was impressed with the fact that you diligently worked with Ms. Bush. We appreciate that. We find her invaluable for this Authority.

Chairperson Ostmeyer said at this time, to get paperwork in in a timely fashion, and to understand every single thing that is going on out there can be confusing. I voted to approve because you did get your paperwork done and you followed the requirements. You got it done and you got it in. You got it in in a fairly timely manner, considering that we had some submitted at the last minute. It is a good idea to keep a close eye on what is going on in the industry. Work with Kerry. Are there some things that we are not doing and we need to be doing? She might know some things. If we should be receiving things from the State, they would go to Kerry. If they said they would send them and they didn't, she would know if we got them or not. Be more diligent about that. We are all breaking new ground here. We are doing the best we can to get up to speed. Regarding the grow, it is under the moratorium until July 31. We do not have much information that we could give you on that. One thing that I will highly recommend that you do is to go to the Community Development Department as it appears that you may have some zoning issues with it. I recommend that you get with them as soon as possible and see what you need to be doing with the location of your grow. Good luck to you.

Member Buchanan said you got the paperwork into us. As I have said before, for the record, there are few standards for us to approve or deny this type of license unlike there is for a liquor license. For liquor, you have to get the application in and meet all of the requirements that the State has laid out. I actually thought that there should be a Public Hearing on this application. That would give the public a chance to come in and provide comments one way or the other as we do with liquor licensing. It is probably not necessary here because for all intents and purposes, you are renewing your license for the business that you have had open for several years. I do recommend that you look into the zoning issue. We are not going to deal with that today. Continue to show your good faith efforts that you have shown with us here today. This is one of the reasons that I voted the way I did because of your good faith efforts. Communication is key because the rules are not as clear as they could be. It is to your benefit, and the community's, for us to communicate to work this out as efficiently as possible. Thank you.

Member Edwards said I'm glad that we approved you as well. I know that you serve a great many patients and that you are a help tremendous in that way. The OPC does concern me so I hope that you will go to the Community Development Department. I want to make sure that you are covered in the event that anything should happen. I wish you well. Now you know that you need to renew this yearly. Please watch all of these agencies and websites and things. Then you can halfway stay abreast of what's going on. We will have an avalanche again now that the new legislation has come through regarding A64. This is going to blend some of the things together and so if it was confusing before, and it seems that A20 is way behind us somewhere, this is going to be a quorker. Please stay in compliance.

MEMBER BUCHANAN MOVED, AND MEMBER EDWARDS SECONDED, TO CLOSE THE PUBLIC HEARING FOR NATURE'S KISS CANNABIS SERVICES HEALTH AND WELLNESS, 4332 S. BROADWAY, ENGLEWOOD, COLORADO 80113.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

MEMBER BUCHANAN MOVED, AND MEMBER WILMOTH SECONDED, TO CONTINUE THE SHOW CAUSE HEARING FOR MILE HIGH DISPENSARY, LLC., 3751 S. BROADWAY, ENGLEWOOD, COLORADO 80113 UNTIL JULY 17, 2013.

Vote Results: Ayes: Members Buchanan, Edwards, Ostmeyer, Wilmoth
Nays: None
Absent: Member Ward

Motion approved.

The Authority thanked Mr. Kimmel.

7. Citizen's Forum

There were no citizens present desiring to speak.

8. Authority Members' Choice

a) Member Buchanan welcomed the newest member of the Authority, Jacqueline Edwards. This was seconded by the other members.

9. Counsel's Choice

a) Prosecuting Attorney Comer said there may be some changes to Title 16 of the Englewood Municipal Code regarding distilleries, wineries, and breweries from the Community Development Department and the Planning and Zoning Commission. It will be going to City Council for consideration to amend Title 16. What this means is that we may be having more Public Hearings for these types of licenses. Deputy City Clerk Bush stated that this licensing is completed by the State and not the local municipality. The local municipality can hold a hearing for licensing for Brew Pubs but not for distilleries, wineries, or breweries. These types of licenses are only approved or denied at the State level. Member Buchanan inquired as to the new establishment on Broadway. Deputy City Clerk Bush responded that The Brew on Broadway is not a Brew Pub. It is licensed by the State with two types of licenses.

Chairperson Ostmeyer said Kerry, just as an aside, have our three offenders completed their requirements? Deputy City Clerk and Prosecuting Attorney Comer answered they are still on probation but they paid their fees, if assessed, and shut down for the required number of days.

10. Clerk's Choice

a) Deputy City Clerk Bush informed the Authority that since Chairperson Ostmeyer will miss the next meeting, Member Buchanan will be running the meeting of July 17, 2013.

11. Adjournment

The meeting was adjourned at 8:41 p.m.

* * * * *

/s/ Kerry Bush, MMC
Deputy City Clerk