

**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
EXECUTIVE SESSION
TUESDAY, SEPTEMBER 3, 2013**



- I. Executive Session**
At 5:30 p.m. in the City Council Conference Room, City Council will discuss two personnel matters pursuant to C.R.S. 24-6-402-4(f)(I).
- II. Supplemental Environmental Project - Trail Connections**
At 6:00 p.m. in the Community Room, Wastewater Treatment Plant Manager Dennis Stowe and Open Space Manager Dave Lee will discuss the Supplemental Environmental Project - Trail Connections.
- III. EURA/Acoma Property - 6:15 p.m.**
Community Development Director Alan White and the Urban Renewal Authority members will discuss the EURA/ Acoma Property.
- IV. 2014 Proposed Budget Update - 7:00 p.m.**
City Council and staff will discuss the 2014 Proposed Budget.
- V. City Manager's Choice**
- VI. City Attorney's Choice.**



MEMORANDUM

TO: Gary Sears, City Manager
THROUGH: Jerrell Black, Parks and Recreation Director
FROM: Dave Lee, Open Space Manager
DATE: August 21, 2013
SUBJECT: Supplemental Environmental Projects - Trail Connections

The objective of the trail enhancement project is to provide improved access and a direct link between on street bike routes within the City and existing trails located in our parks and green spaces.

Staff is proposing the construction of two trail connections for cyclists and pedestrians as transitions between on street bicycle routes and off street trails. The trail connections will provide enhanced access to current trail segments within the City. The trail connection improvements are proposed for Hosanna Athletic Complex (adjacent to Englewood High School) and Belleview Park with access to Whitaker Drive.

The trail connection at Hosanna will connect the Little Dry Creek Trail and the high school with the Kenyon Avenue bike route.

The Belleview Park trail will connect the neighborhood north of the park via access from Whitaker Drive to the Big Dry Creek Trail which runs through the park.

Funding for this project is provided under the terms of a Compliance Order on Consent (COC) from The Colorado Water Quality Control Division which Council approved, by motion, on August 6, 2012. The COC resolved all issues regarding sewage spills that occurred at the Littleton/Englewood WWTP over several years, primarily during a period of major construction at the plant, and contained an administrative penalty of \$105,150. The COC also contained two Supplemental Environmental Projects (SEP), one for Littleton and one for Englewood, which would utilize the administrative penalty for funding. Both cities have chosen public trail improvements as their SEP and each city can received 50% of the penalty, or \$52,575 each. In the event the costs for the SEP's do not reach the penalty amount, the balance will be paid as an administrative penalty by the WWTP.



M E M O R A N D U M

COMMUNITY DEVELOPMENT

TO: Mayor Penn and City Council

THROUGH: Gary Sears, City Manager

FROM: Alan White, Community Development Director ✓

DATE: September 3, 2013

SUBJECT: EURA/Acoma Property Update

At the EURA's meeting on August 21, 2013, the Board unanimously voted to enter into exclusive negotiations with Medici Communities to develop the EURA and City-owned properties at Broadway and Acoma along Englewood Parkway. Staff will be negotiating a sale of the properties to Medici. Medici has proposed to build a mixed-use project on the site. Images and a site plan of the proposed project are attached. Project information is as follows:

- 114 for-rent units
 - 10 units at 30% and 40% AMI (Area median income); 40 units at 50% and 60% AMI (at or above market rents); 64 units above market rents. Rents range from \$438 to \$1,550
 - Amenities in first floor space and top story (deck)
- 23,500 square feet of retail/commercial space
 - First floor retail/commercial along Englewood Parkway with possible restaurant at corner of Broadway and Englewood Parkway
 - First floor retail/commercial along Acoma beneath parking structure
 - First floor retail/commercial at corner of Acoma and old Hampden
- 208 parking spaces in parking structure
 - 58 shared with existing businesses on Broadway
 - Ability to add floors
- Estimated project cost of \$24.8 million

The developer's proposal is the starting point for negotiations with Medici and it is anticipated that a development agreement will take 30 to 60 days to finalize. The urban renewal plan requires the EURA to include in the development agreement covenants running with the land that require the land to be developed and used in accordance with the proposed redevelopment plan and to begin and complete improvements within a reasonable period of time. The developer has proposed 24 months for construction.



RNJ



MEDICI COMMUNITIES LLC

BROADWAY + ACOMA LOFTS
SUBMITTAL #3 - 31 JULY 2013



RNL



MEDICOR COMMUNITIES LLC

BROADWAY + ACOMA LOFTS
SUBMITTAL #3 - 31JULY2013



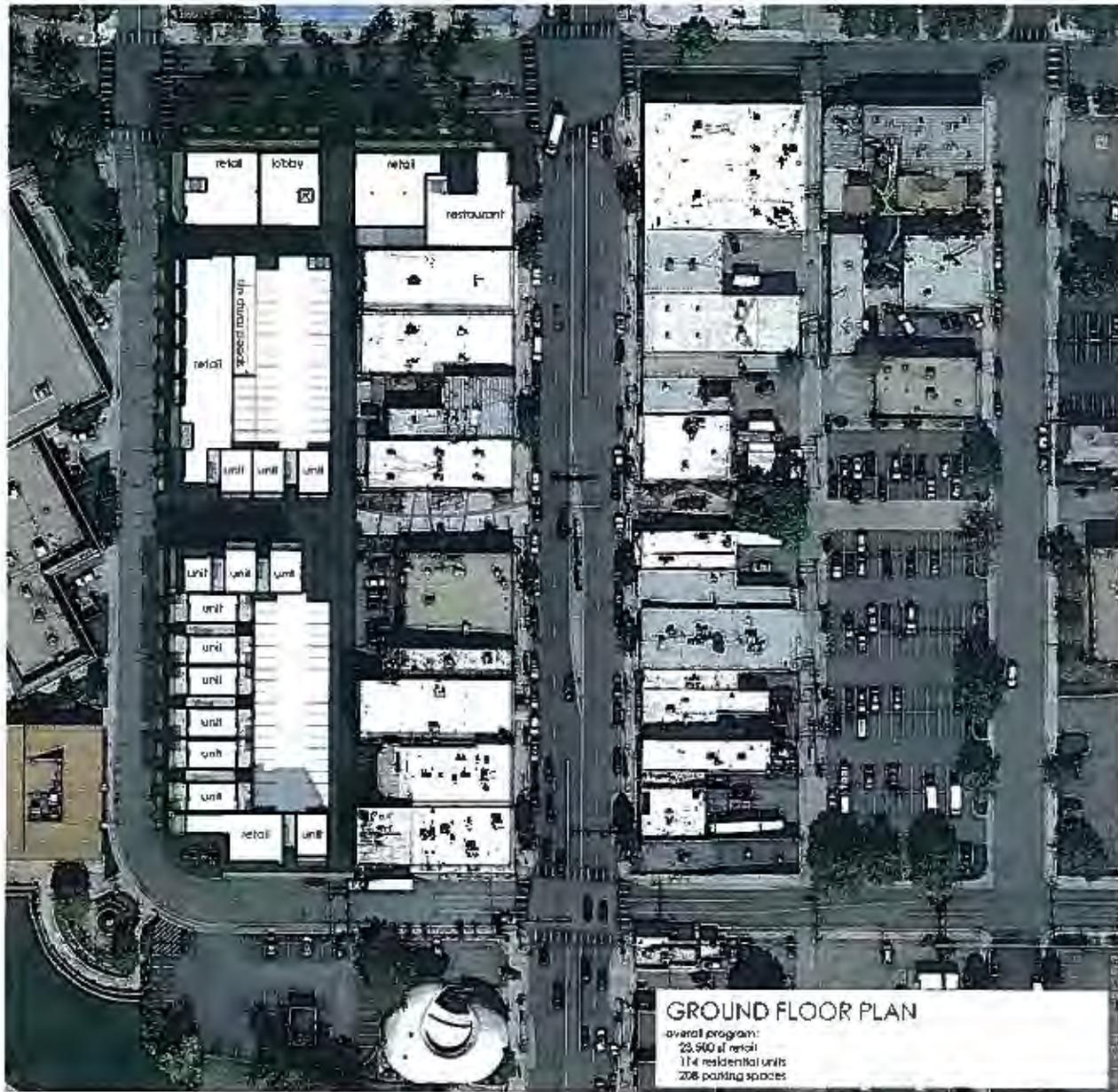
RENDERING



MEDICI COMMUNITIES LLC

BROADWAY + ACOMA LOFTS

SUBMITTAL #3 - 31 JULY 2013



GROUND FLOOR PLAN

overall program:
23,900 sq retail
114 residential units
208 parking spaces

RNL



MEDICI COMMUNITIES LLC

BROADWAY + ACOMA LOFTS

SUBMITTAL #3 - 31JULY2013



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council
FROM: Gary Sears, City Manager
DATE: August 29, 2013
SUBJECT: 2014 Proposed Budget

Dear Mayor and Members of the City Council,

At City Council's direction, and after meeting with City Staff to review options for increasing the projected unassigned fund balance closer to the 10% target, I am making the following recommendations for the 2014 General Fund budget:

1. Transfer of an additional \$100,000 of ServiCenter Funds to the General Fund, for a total transfer of \$300,000 in the 2014 budget.
2. Delay the hiring of three fire fighters from April to September. Including anticipated overtime for delaying the hiring of these three positions, the savings to the General Fund would be approximately \$111,000.
3. Reduce the Fire Department Executive Assistant position to a half-time position and reduce the Building Division Permit Technician position to half-time saving approximately \$57,000.
4. Delay hiring a position in the Police Department until September 1, 2014, saving approximately \$70,000.
5. Utilize \$200,000 of the Long Term Asset Reserve (LTAR) funds to continue funding the Impact Team for 2014.
6. Reduce the funding for the *art* Shuttle by \$5,000 (the City will seek donations from businesses and citizens).
7. Fund \$75,000 for the Comprehensive Plan in 2014 and 2015 and add \$25,000 to the Community Development budget to transition the housing program to a contractual service when two full-time City employees retire in 2014. The net reduction to the Community Development budget for 2014 budget will be \$50,000.

8. Add an additional \$8,400 to the Parks and Recreation Department for agricultural and chemical supplies.

The Finance and Administrative Services Department has attached a brief explanation and the budgetary impact of each of the proposed items, along with revised unassigned fund balance with City Council approval of the proposed adjustments. In addition, City Council will have an opportunity to discuss these proposals in greater depth at the September 3 and 9, 2013 Study Sessions.

Staff and I look forward to discussing the above mentioned proposals as well as any other options Council may determine at the September 3, 2013 Study Session. The outcome of the discussion and direction will result in what makes up the preparation of the City's Preliminary 2014 Budget to meet City Charter requirements.

Staff and I appreciate City Council's direction regarding these issues and any others that the City Council may consider. With your considerations, staff will finalize the proposed budget to make it available to Council and the public electronically by Friday, September 6, 2013.

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

8/29/2013
10:56 AM

	<i>2008</i> <i>Actual</i>	<i>2009</i> <i>Actual</i>	<i>2010</i> <i>Actual</i>	<i>2011</i> <i>Actual</i>	<i>2012</i> <i>Actual</i>	<i>2013</i> <i>Adopted</i> <i>Budget</i>	<i>2013</i> <i>Estimated</i> <i>Actual</i>	<i>2014</i> <i>Proposed</i> <i>Budget</i>
Beginning Fund Balance	\$ 9,374,427	\$ 11,102,763	\$ 9,234,957	\$ 8,494,679	\$ 8,817,685	\$ 8,626,388	\$ 9,070,810	\$ 8,726,874
Sources of Funds								
Property Tax	2,995,990	2,971,303	3,020,884	2,994,213	2,874,816	2,898,000	2,898,000	2,898,000
Specific Ownership Tax	316,242	276,414	263,434	246,062	243,293	230,000	230,000	230,000
Sales & Use Taxes	22,617,767	20,624,659	20,866,515	21,737,110	22,363,618	22,336,277	22,336,277	22,883,003
Cigarette Tax	261,743	218,449	196,320	190,762	189,618	184,000	184,000	179,000
Franchise Fees	2,588,214	2,452,611	2,620,191	2,631,393	2,930,888	3,067,552	3,036,000	3,069,500
Hotel/Motel Tax	10,078	9,140	8,806	9,820	10,395	9,000	9,000	10,000
Licenses & Permits	671,609	588,328	695,563	778,536	983,359	767,153	1,201,490	832,550
Intergovernmental Revenue	1,079,285	1,319,282	1,465,970	1,724,807	1,865,722	1,387,598	1,169,145	1,243,281
Charges for Services	3,476,583	3,185,443	3,254,830	3,384,317	3,441,525	3,270,618	3,457,501	3,340,803
Recreation Program Fees	2,364,758	2,315,598	2,489,781	2,635,221	2,615,642	2,629,173	2,573,732	2,594,232
Library Fines	22,746	21,370	21,923	19,884	19,884	20,000	20,000	20,000
Fines & Forfeitures	1,438,354	1,618,308	1,416,034	1,264,875	1,361,569	1,348,450	1,247,450	1,348,450
Interest Income	520,325	230,000	100,545	91,034	84,045	100,000	8,164	8,164
Other	215,823	635,982	293,658	173,382	354,130	163,449	304,900	274,300
Contribution from Component Units	599,143	611,837	105,125	425,159	551,295	638,829	638,829	638,829
Total Revenue	39,178,660	37,078,724	36,810,579	38,306,575	39,889,799	39,050,099	39,314,488	39,570,112
Other Financing Sources	1,973,789	1,028,456	2,091,485	1,813,945	1,968,243	1,139,574	1,139,574	1,248,820
Total Sources of Funds	41,152,449	38,107,180	38,911,064	40,120,520	41,858,042	40,189,673	40,454,062	40,818,932
Uses of Funds								
Legislation	350,254	346,044	309,870	298,731	316,043	330,436	330,787	354,098
City Manager's Office	674,322	674,170	659,882	639,184	658,047	679,653	674,619	703,758
City Attorney's Office	698,563	678,038	702,228	706,841	712,036	783,147	824,661	818,514
Municipal Court	915,303	914,494	901,469	848,775	886,249	962,993	971,518	1,026,895
Human Resources	579,136	456,275	419,421	430,792	469,343	481,392	460,237	468,826
Finance & Administrative Services	1,626,571	1,575,923	1,445,581	1,446,313	1,464,305	1,583,684	1,560,053	1,625,150
Information Technology	1,280,156	1,360,237	1,280,660	1,332,766	1,373,943	1,340,211	1,330,425	1,378,942
Community Development	1,464,725	1,366,437	1,301,473	1,359,264	1,262,451	1,324,774	1,247,947	1,235,802
Public Works	5,189,173	5,152,891	5,137,364	5,259,875	5,202,903	5,308,257	5,234,717	5,504,669
Police	9,974,925	10,183,890	10,312,633	10,395,239	10,788,935	11,250,771	11,224,012	11,543,760
Fire	7,215,444	7,320,268	7,425,903	7,666,842	8,100,554	7,889,065	7,952,582	8,099,076
Library Services	1,261,112	1,275,554	1,284,083	1,145,613	1,180,771	1,251,293	1,180,815	1,250,536
Parks & Recreation Services	5,916,449	5,727,968	5,811,809	5,717,147	5,649,246	5,711,776	5,593,051	5,804,158
Departments Expenditure Subtotal	37,146,133	37,032,189	36,992,376	37,247,382	38,064,826	38,897,452	38,585,424	39,814,184
Contribution to Component Units	-	800,000	-	-	-	-	-	-
Contingencies	59,759	160,578	48,139	152,423	143,810	150,000	150,000	200,000
Debt Service-Civic Center	1,575,850	1,571,752	1,570,705	1,658,857	1,567,377	1,573,000	1,573,000	1,573,000
Debt Service-Other	233,456	233,456	290,122	437,606	489,574	489,574	489,574	435,820
Other Expenditure Subtotal	1,869,065	2,765,786	1,908,966	2,248,886	2,200,761	2,212,574	2,212,574	2,208,820
Total Expenditure	39,015,198	39,797,975	38,901,342	39,496,268	40,265,587	41,110,026	40,797,998	42,023,004
Other Financing Uses	408,915	177,011	750,000	301,246	1,339,330	-	-	-
Total Uses of Funds	39,424,113	39,974,986	39,651,342	39,797,514	41,604,917	41,110,026	40,797,998	42,023,004
Net Sources (Uses) of Funds	1,728,336	(1,867,806)	(740,278)	323,006	253,125	(920,353)	(343,936)	(1,204,072)
Fund Balance Before Designated Amounts	11,102,763	9,234,957	8,494,679	8,817,685	9,070,810	7,706,035	8,726,874	7,522,802
Restricted-TABOR Emergency Reserve	1,280,000	1,170,000	1,150,000	1,150,000	1,200,000	1,150,000	1,200,000	1,200,000
Committed-LTAR	3,485,143	3,131,979	2,130,520	2,406,649	2,619,375	2,619,375	2,619,375	2,419,375
Committed-Contractual Reserve	80,800	39,200	298,512	298,512	298,512	298,512	100,000	-
Designated Fund Balance	4,845,943	4,341,179	3,579,032	3,855,161	4,117,887	4,067,887	3,919,375	3,619,375
Unassigned Fund Balance	\$ 6,256,820	\$ 4,893,778	\$ 4,915,647	\$ 4,962,524	\$ 4,952,923	\$ 3,638,148	\$ 4,807,499	\$ 3,903,427
Unassigned Fund Balance as a percentage of Total Revenue	15.97%	13.20%	13.35%	12.95%	12.42%	9.32%	12.23%	9.86%
Fund Balance Before Designated Amounts as a percentage of Total Revenue	28.34%	24.91%	23.07%	23.02%	22.74%	19.73%	22.20%	19.01%
Fund Balance Before Designated Amounts as a percentage of Total Expenditure	28.46%	23.20%	21.84%	22.33%	22.53%	18.74%	21.39%	17.90%
10% Unassigned FB Funding Gap	-	-	-	-	-	(266,862)	-	(53,584)

City of Englewood, Colorado
General Fund Budget - 2014 Proposed Budget
Statement of Revenue, Expenditure and Changes in Fund Balance

8/29/2013
10:56 AM

	8/26/2013	9/3/2013		
	2014	2014		
	Proposed	Proposed	Difference	Description
	Budget	Budget		
Beginning Fund Balance	\$ 8,684,389	\$ 8,726,874	\$ 42,485	Savings from Police Department for delay highering vacant position from 8/1/2013 through 12/31/2013. Scheduled for hiring by 9/1/2014.
Sources of Funds				
Property Tax	2,898,000	2,898,000	-	
Specific Ownership Tax	230,000	230,000	-	
Sales & Use Taxes	22,883,003	22,883,003	-	
Cigarette Tax	179,000	179,000	-	
Franchise Fees	3,069,500	3,069,500	-	
Hotel/Motel Tax	10,000	10,000	-	
Licenses & Permits	832,550	832,550	-	
Intergovernmental Revenue	1,243,281	1,243,281	-	
Charges for Services	3,340,803	3,340,803	-	
Recreation Program Fees	2,594,232	2,594,232	-	
Library Fines	20,000	20,000	-	
Fines & Forfeitures	1,348,450	1,348,450	-	
Interest Income	8,164	8,164	-	
Other	269,600	274,300	4,700	Seek art Shuttle donation from participating community (\$5k)
Contribution from Component Units	638,829	638,829	-	
Total Revenue	39,565,412	39,570,112	4,700	
Other Financing Sources	1,148,820	1,248,820	100,000	ServiCenter Additional Transfer
Total Sources of Funds	40,714,232	40,818,932	104,700	
Uses of Funds				
Legislation	354,098	354,098	-	
City Manager's Office	703,758	703,758	-	
City Attorney's Office	818,514	818,514	-	
Municipal Court	1,026,895	1,026,895	-	
Human Resources	468,826	468,826	-	
Finance & Administrative Services	1,625,150	1,625,150	-	
Information Technology	1,378,942	1,378,942	-	
Community Development	1,290,802	1,235,802	(55,000)	Reduced Comp Plan by \$75k and added back \$25k for Housing Program Restructuring; requesting art Shuttle Donations by \$5k
Public Works	5,504,669	5,504,669	-	
Police	11,610,148	11,543,760	(66,388)	Delay hiring vacant Police Officer position until 9/1/2014 Delay hiring vacant three Firefighter positions until 9/1/2014 and restructure duties of two administrative positions into one FTE or
Fire	8,267,020	8,099,076	(167,944)	two part-time FTEs
Library Services	1,250,536	1,250,536	-	
Parks & Recreation Services	5,795,758	5,804,158	8,400	Added back \$8400 for pesticides (\$1.4k) for mosquito mitigation and and fertilizer (\$7k) for turf maintenance
Departments Expenditure Subtotal	40,095,116	39,814,184	(280,932)	
Contribution to Component Units	-	-	-	
Contingencies	200,000	200,000	-	
Debt Service-Civic Center	1,573,000	1,573,000	-	
Debt Service-Other	435,820	435,820	-	
Other Expenditure Subtotal	2,208,820	2,208,820	-	
Total Expenditure	42,303,936	42,023,004	(280,932)	
Other Financing Uses	-	-	-	
Total Uses of Funds	42,303,936	42,023,004	(280,932)	
Net Sources (Uses) of Funds	(1,589,704)	(1,204,072)	385,632	
Fund Balance Before Designated Amounts	7,094,685	7,522,802	428,117	
Restricted-TABOR Emergency Reserve	1,200,000	1,200,000	-	
Committed-LTAR	2,619,375	2,419,375	(200,000)	Fund balance of Impact Team Program by \$200,000; need funding of approx \$300k per year
Committed-Contractual Reserve	-	-	-	
Designated Fund Balance	3,819,375	3,619,375	(200,000)	
Unassigned Fund Balance	\$ 3,275,310	\$ 3,903,427	628,117	
Unassigned Fund Balance as a percentage of Total Revenue	8.28%	9.86%		
Fund Balance Before Designated Amounts as a percentage of Total Revenue	17.93%	19.01%		
Fund Balance Before Designated Amounts as a percentage of Total Expenditure	16.77%	17.90%		