

**AGENDA FOR THE  
ENGLEWOOD CITY COUNCIL  
EXECUTIVE SESSION/STUDY SESSION  
MONDAY, NOVEMBER 4, 2013**

**I. Executive Session**

At 6:00 p.m. in the City Council Conference Room, City Council will discuss a real estate matter (McLellan) pursuant to C.R.S.24-6-402-4(a).

**II. Board and Commission Member Reappointments**

At 6:30 p.m. in the Community Room, City Council will discuss board and commission members who are interested in being reappointed to their current board.

**III. Aid to Other Agencies**

City Council will discuss various requests from agencies that serve residents of Englewood. Please bring previously distributed copies.

**IV. City Manager's Choice**

**V. City Attorney's Choice.**

## MEMORANDUM



**TO:** Board, Commission and Authority Members  
**FROM:** Mayor Penn and Members of City Council  
**DATE:** September 25, 2013  
**SUBJECT:** Board, Commission & Authority Interview Process & 2011 Ballot Question

At the Study Session on March 3, 2008, City Council discussed the board, commission and authority interview process. Changes were made concerning those members who request reappointment to a board, commission or authority. City Council wanted to streamline the application/interview process and make it as seamless as possible.

In an effort to identify vacancies, City Council has created two deadlines for receiving applications. The first deadline is for board, commission and authority members who are seeking **reappointment** to their current position. The second deadline is for **new applicants** and current board, commission and authority members seeking appointment to another board/commission. Interviews will be held for the new applicants and current board, commission and authority members seeking appointment to a new board.

The application deadline for board, commission and authority members who are seeking **reappointment** to their current board, commission or authority is **Friday, October 25, 2013**. City Council will discuss at a Study Session on Monday, November 4, 2013, the current vacancies and those who are seeking reappointment. Following that discussion, the remaining vacancies will be posted for those residents who are interested in applying for a position on a board, commission or authority.

The deadline for **new applicants** and board, commission and authority members seeking appointment to a new or different board/commission is **Friday, January 3, 2014**. New applicants and other board, commission and authority members seeking appointment to a new board or commission will be interviewed on **Monday, January 13, 2014**, along with applicants who are seeking reappointment to their current board/commission but failed to meet the Friday, October 25, 2013 deadline.

City Council continues to request an attendance report prior to the interviews and comments from the Chairs concerning members who are seeking reappointment. The deadline for comments from Chairs concerning those members who are seeking reappointment is Thursday, October 31, 2013.

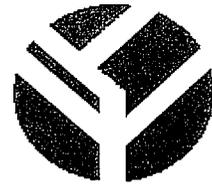
The City Council values each board, commission and authority member and their contribution to the City of Englewood. Thank you for volunteering for such an important facet of the City.

**Additionally, on November 1, 2011**, residents approved a citizen initiative stating "*Each member of a Board or Commission will have the opportunity to serve up to three terms per Board or Commission, when a term expires that member will have the opportunity to be reappointed to that same Board or Commission after a 4 year period.*" **If a Board or Commission member has served three terms, they can only apply for their current board after a four-year period or may apply immediately for another board or commission.**

Cc: Englewood City Council  
City Manager Gary Sears  
City Attorney Dan Brotzman  
Departmental Directors  
Recording Secretaries

**BOARD, COMMISSION AND AUTHORITY**  
**APPLICATION DEADLINE AND INTERVIEW SCHEDULE**

Friday, October 25, 2013	Application deadline for Board/Commission Members seeking <b>reappointment</b> .
Thursday, October 31, 2013	Deadline for information from Chairs concerning members seeking reappointment.
Monday, November 4, 2013	City Council discussion of Board/Commission Members seeking reappointment at a Study Session.
Friday, January 3, 2014	Deadline for applications for board/commission <b>new vacancies</b> and for current board/commission members who wish to serve on a new/different board, commission or authority.
Monday, January 13, 2014	Interviews with City Council for: (1) new applications, (2) current board/commission members seeking a new board/commission, (3) and current board/commission members applying for their current board/commission that missed the October 25, 2013, deadline.
Monday, February 3, 2014	All Board, Commission and Authority Members reappointed or appointed at the City Council Regular Meeting.



City of Englewood

**MEMORANDUM**

**TO:** Mayor Penn and Members of City Council  
**THROUGH:** City Manager Gary Sears ✓  
**FROM:** Sue Carlton-Smith, Executive Assistant ✓  
**DATE:** October 3, 2013  
**SUBJECT:** 2014 Aid To Other Agencies

Enclosed are the Aid To Other Agencies applications received from various organizations for 2014 funds. Also included with the applications is a chart depicting Aid To Other Agencies disbursed from 2009-2014 and a City Council Member's 2014 Aid chart.

Currently, the City Council 2014 Aid To Other Agencies Budget is \$20,000. The account is specifically used to provide contributions to organizations that benefit Englewood residents. The funds requested for 2014 from the various agencies are \$59,665 and in-kind services requests are \$15,942. Previously, City Council has retained approximate \$2,000 as a discretionary amount which could reduce the amount to be distributed in 2014 to \$18,000.

Also, City Council has budgeted \$1,000 in the Aid to Individuals account. The Aid to Individuals account has been used primarily to contribute to individuals who request funds throughout the year. Funds disbursed in 2013 from the Aid To Individuals account included a donation to Sophia Montoya in the amount of \$200.

Attached are copies of rental information for the Community Room and Hampden Hall. Some charges and fees are a direct cost to the City and are not usually waived.

If you have any questions, please call.

**CITY COUNCIL MEMBER'S AID TO OTHER AGENCIES CHART FOR 2014**

Agencies Requesting Funding	2013 Funding	2014 Funds Requested	2014 In-Kind Requests	R. Penn	J. Woodward	R. Gillit	J. Jefferson	B. McCaslin	L. Olson	J. Wilson	Final 2014 Funding
Arap. Co. Metro Mayors & Comm. Youth Awards (MMCYA)	\$175	\$175	0								
Arapahoe Philharmonic	200	500	0								
Arapahoe Santa Claus Shop	250	500	0								
Brothers Redevelopment	100	3,500	0								
Cornerstone Food Bank	1,500	2,000	0								
Doctor's Care	250	1,500	0								
Englewood Cultural Arts Ctr. Assn.	300	1,000	0								
EHS After Prom	250	500	3,128								
EHS Homecoming Parade	250	340	\$1,500								
EHS Military Memorial	0	5,000	0								
Englewood Education Foundation	(In Kind - \$1,300)	Any amount	1,300								
Englewood Historic Preservation Soc.	In Kind to \$600	1,500	Yes								
Englewood Live!	(In Kind - \$750)	300	750								
Food Bank of the Rockies	0	5,000	0								
Freedom Service Dogs	In Kind to \$600	5,000	450								
Gateway Women's Shelter	900	3,000	0								
Greater Englewood Chamber	(In Kind - \$7,869)	0	7,869								
Hospice of Metro Denver	350	500	0								
Inter-Faith Task Force	8,500	15,000	0								
Living Branch Community Fellowship	550	850	0								
Meals on Wheels	3,000	4,200	0								
Mosaic Church	0	2,000	0								
Rocky Mtn. RR Heritage Foundation	0	1,000	or 945								
Simon Center Tenant Council	0	500	0								
Special Olympics Program	500	800	0								
Up Close and Musical	1,500	3,000	0								
Discretionary	1,425	2,000									
<b>TOTALS</b>	<b>\$20,000</b>	<b>\$59,665</b>	<b>\$15,942</b>								

**CITY COUNCIL AID TO OTHER AGENCIES**

**2009-2014**

<b>Agency</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013 Funds</b>	<b>2013 In-kind</b>	<b>Requested 2014 Funds</b>	<b>*Requested 2014 In-kind Services</b>
Arap. Co. Metro Mayors & Commissioners Youth Awards (MMCYA)	\$500	\$500	\$425	\$175	\$175		\$175	0
Arapahoe Philharmonic	500	250	213	200	200		500	0
Arapahoe Santa Claus Shop	0	500	425	250	250		500	0
Brothers Redevelopment					100		3,500	0
Cornerstone Food Bank	1,700	1,700	1,445	1,700	1,500		2,000	0
Doctor's Care	1,000	1,000	850	250	250		1,500	0
Englewood Cultural Arts Center Assn.	500	500	425	400	300		1,000	0
EHS After Prom	500	450	383	250	250		500	\$3,128
EHS Homecoming Parade				340	250		340	1,500
EHS Military Memorial							5,000	0
Englewood Education Foundation						\$1,300	Any amount	1,300
Englewood Historic Preservation Society				500	In-Kind up to \$600		1,500	Yes
Englewood Live!						750	300	750
Food Bank of the Rockies	1,500	1,350	1,148	0	0		5,000	0
Freedom Service Dogs	0	1,000	850	(675) In-kind	In-kind up to \$600		5,000	450
Gateway Women's Shelter	1,000	1,000	850	900	900		3,000	0
Greater Englewood Chamber						7,869		7,869
Hospice of Metro Denver	1,000	900	765	350	350		500	0
Inter-Faith Task Force	13,800	12,000	10,200	8,500	8,500		15,000	0
Living Branch Community Fellowship	500	450	383	1,100	550		850	0
Meals on Wheels	4,000	2,000	1,700	1,500	3,000		4,200	0
Mosaic Church							2,000	0
Rocky Mtn. RR Heritage Foundation							1,000	or 945
Simon Center Tenant Council							500	0
Special Olympics Program	750	675	574	500	500		800	0
Up Close and Musical	3,000	2,500	2,125	1,500	1,500		3,000	0
Discretionary	1,000	2,000	2,000	1,585	1,425		2,000	
<b>TOTALS</b>	<b>\$32,250</b>	<b>\$29,025</b>	<b>\$24,974</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$9,919</b>	<b>\$59,665</b>	<b>\$15,942</b>

\*In-kind services include room/facility rentals but do not include any donations of equipment/supplies, City staff volunteers, storage space, office space, etc.