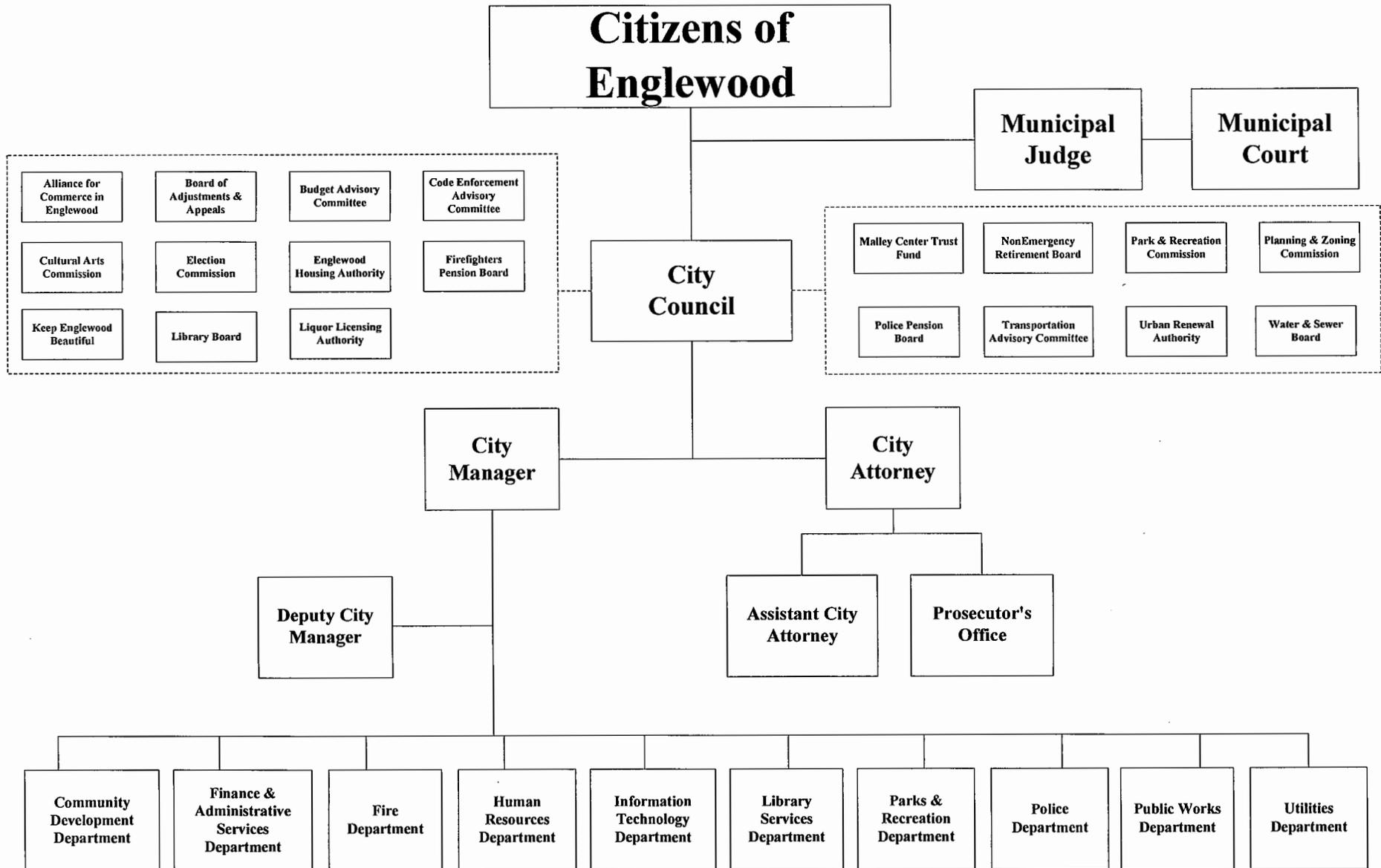




AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, NOVEMBER 25, 2013
COMMUNITY ROOM
6:00 P.M.

- I. **City Council Policy Manual and Procedures**
City Attorney Dan Brotzman will discuss the City Council Policy Manual and procedures. *(Please bring your copy of the Policy Manual from last week's Council Newsletter.)* City Manager Gary Sears will discuss the Council/Manager form of government, City Council agenda packets, Council Newsletter and the Council Request Weekly Updates.
- II. **Dartmouth Bridge Design and Construction Grant**
Public Works Director Rick Kahm and Deputy Public Works Director Dave Henderson will discuss the Dartmouth Bridge Design and Construction Grant.
- III. **Financial Report**
Finance and Administrative Services Director Frank Gryglewicz will discuss the October, 2013 Financial Report.
- IV. **City Council Membership on Boards and Commissions**
City Council will discuss their membership on various boards and commissions.
- V. **City Manager's Choice.**
 - A. Downtown Holiday Lighting - Use of BID funds
- VI. **City Attorney's Choice.**
- VII. **City Council Choice.**

City of Englewood, Colorado ~ Organizational Chart



City Council and Staff identified five outcomes that appropriately reflect the desired effect of the programs and services delivered to the citizens of Englewood. The effect of the City's programs and services will hopefully portray Englewood as

- ◆ a City that provides and maintains quality infrastructure,
- ◆ a safe, clean, healthy, and attractive City,
- ◆ a progressive City that provides responsive and cost efficient services,
- ◆ a City that is business friendly and economically diverse, and
- ◆ a City that provides diverse, cultural, recreational and entertainment opportunities.

The following table identifies for each of the five outcomes the City's broad guiding objectives and underlying strategies.

<i>A City that provides and maintains quality infrastructure</i>	
◆ Promote asset management	
◆ Maintain replacement schedules	◆ Consistent approach to repair and replacement
◆ Build capital reserves when times are good	◆ Proactive maintenance programs that maintains appropriate staffing levels
◆ Continue funding sinking funds	◆ Maintain facilities
◆ Create sinking fund for IT assets	◆ Curb/gutter repair programs
◆ Overall plan for managing our assets	◆ Infrastructure acquisition
◆ Pursue funding options	
◆ Full utilization of grant opportunities	◆ Enhanced franchise fee revenues
◆ Leverage all available funds	◆ Appropriate fee and tax structure
◆ Technology deployment and utilization	
◆ Add technology infrastructure to the definition of City infrastructure	
◆ Better usage of technology for managing assets	
<i>A safe, clean, healthy, and attractive City</i>	
◆ Provide appropriate public safety resources to meet community expectations.	
◆ Crime/Fire Analysis	◆ Officers in schools
▪ Integrated GIS for response/analysis	◆ Fair and responsive court system
▪ Easy access to data/statistics	▪ Fair and responsive to community concerns
▪ Inter-jurisdictional data sharing	▪ Youth diversion program
▪ Analysis of 911 call data	◆ Continuity of government
▪ Technology training	▪ City-wide disaster planning
◆ Reinforce community policing philosophy	▪ Emergency response training
◆ Staffing levels based on standards	
◆ Encourage healthy citizens and environment	
◆ Invest in public facilities and land areas promoting healthy lifestyles: Pirates Cove, Englewood Recreation Center, Malley Senior Recreation Center, Golf Course, Parks and Open Space	◆ Recreation programming
◆ Health and wellness activities	◆ Bike lanes
	◆ Safe water and wastewater
	◆ Safe streets
	◆ Expand recreation and cultural events
◆ Improve transportation safety and choices	
◆ Traffic management based on regional standards	◆ Light rail
◆ Traffic enforcement	◆ Traffic calming
◆ State of the art traffic control	◆ Sidewalks
◆ Provide consistent code enforcement response	
◆ Establish standards for response	◆ Reduce nuisance complaints
◆ Pursue additional web content	◆ Improve home maintenance
◆ Hold home maintenance courses	◆ Enforce Codes
◆ Promote residential and commercial beautification	
◆ Business incentives	◆ Residential landscape awards
◆ Business Improvement District	◆ Catalyst program
◆ Flower plantings	◆ Paint up and fix up
◆ Public and private properties	

A progressive City that provides responsive and cost efficient services

◆ Provide accessible government

- ◆ Implement one stop shopping
- ◆ Reinforce community policing philosophy
- ◆ 24-Hour access
- ◆ Offer longer hours of service
- ◆ Communication
 - Explain what tax dollars support
 - Promote City services and their costs
 - Communicate about the service level in the City
- ◆ E-Government
 - Web based surveys
 - On-line permits, forms
 - 411 system
 - Constituent Relationship Management
 - Web payments
 - Integrated Voice Response
 - Online service delivery

◆ Responsive to needs of citizens

- ◆ Train staff in customer service principles
- ◆ Implement standard approaches for requests
- ◆ Track request and response times
- ◆ Survey customers to determine satisfaction
- ◆ Create department ombudsman program
- ◆ Effective complaint resolution process

◆ Hire and retain well trained and productive staff

- ◆ Provide market based compensation
- ◆ Enhance technology training for staff
- ◆ On-going training for quality employees
- ◆ Management training programs
- ◆ Effective performance appraisals and rewards
- ◆ Encourage and reward innovation
- ◆ Communicate with staff about goals

◆ Monitor and adjust as needed work processes

- ◆ Review work processes
 - Analyze process of duplications
- ◆ Evaluate departmental structures for effectiveness
- ◆ Implement new technologies to streamline operations
- ◆ Look for high return on investment (ROI) on technology investments
- ◆ Actively apply new technologies to improve processes

◆ Encourage and promote citizen volunteerism

- ◆ Board and Commissions
- ◆ Block clean-ups
- ◆ Adopt a street
- ◆ Community clean up days
- ◆ Housing upgrades
- ◆ Community associations projects

A City that is business friendly and economically diverse

◆ Outreach to businesses

- ◆ Develop health related plan
- ◆ New business orientation
- ◆ Expand health related businesses
- ◆ "How To" seminars
- ◆ Enhance communication from the City of Englewood
- ◆ Welcome wagon for new businesses

◆ Provide economic development tools and data collection

- ◆ Develop on-line economic development applications
- ◆ Expand usage of analysis and data collection in ED efforts
- ◆ Implement business licensing to form initial databases
- ◆ Create on-line licensing
- ◆ On-line marketing of available properties

◆ Promote redevelopment

- ◆ Incentives for targeted industries
- ◆ Promote water availability
- ◆ Continue catalyst program
- ◆ Broadband services
- ◆ McLellan Reservoir property
- ◆ Broadway redevelopment
- ◆ Bates Station
- ◆ Centennial shopping center
- ◆ Facilitate housing upgrades

◆ Develop beneficial branding for the community

- ◆ Develop a market brand
- ◆ Logos
- ◆ Focus on uniqueness
- ◆ Image of the community

A City that provides diverse, cultural, recreational and entertainment opportunities

◆ Enhance library, recreation and entertainment opportunities

- ◆ Partner to encourage cultural events
- ◆ Promote Art Charter school
- ◆ More public art
- ◆ Library programs and services
- ◆ Senior programs
- ◆ Recreation programs
- ◆ Youth programs
- ◆ Promote on-line reservations applications for City programs

◆ Identify funding options

- ◆ Cooperate regarding regional programs
- ◆ Form arts/entertainment district
- ◆ Develop consistent funding streams
- ◆ Incentives to attract additional cultural venues
- ◆ Provide artist colony work spaces
- ◆ Use zoning to encourage additional building/venues
- ◆ Partner with other districts
- ◆ Seek public and private partnerships
- ◆ Partner with school district to enhance options



Memorandum

City Manager's Office

TO: Gary Sears, City Manager
FROM: Leigh Ann Hoffhines, Communications Coordinator
DATE: November 13, 2013
SUBJECT: Council Request Process

As you requested, I have included below a brief overview of the process we use to track and respond to requests from City Council Members for information or service. Our Council Request system has been in place for several years, and we have found it helps us track the requests easily and effectively.

Receiving Council Requests – City Council Members may forward their requests in a variety of ways: they can relay them verbally during Council Members' Choice at a Study Session or regular City Council Meeting; they can submit them to the City Manager's Office via telephone or e-mail; or they can fill out the Council Request form (a pad of forms is always available on the Council dais).

Distributing Council Requests – Once a request is received, it is assigned a number and entered into a database (see attached copy). The requests are then distributed to the appropriate departments for follow-up.

Tracking Council Requests – We typically expect a response from the departments within three days. If the request entails extensive research or if, for other reasons, a response is not possible within that timeframe, we will assign a reasonable follow-up date.

Reporting Responses – We prepare a Council Request Update for City Council each week. The Update goes out in the Thursday packet. The report includes the following information: the request number; the requesting Council Member; to whom the request was assigned; the nature of the request; and the response to the request. All responses are approved by the City Manager before they are forwarded to Council. We believe it is important for all City Council Members to receive this information in the event that they have related questions or receive similar inquiries from constituents.

As always, feel free to contact me if you need additional information. I can be reached at 303-762-2316.

Attachments

2013 Council Requests

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
13-166	9/24/2013	I	Penn	Logan/Bellewood RV Occupancy Concerns	CD/FD	9/26/2013		9/26/2013
13-167	9/24/2013	S	Woodward	Construction Fence Disrepair/Flood Development	FD	9/26/2013		9/26/2013
13-168	10/1/2013	I	Olson	Sales Tax Collections History	FAS	10/1/2013		10/1/2013
13-169	10/4/2013	I	Penn	Copper Pot Sewer Smell	UT	10/4/2013		10/4/2013
13-170	10/7/2013	S	Olson	Dumpster near Romans Park	PD	10/9/2013		10/8/2013
13-171	10/7/2013	I	Woodward	Ballot Question Impact: Recreational Marijuana	CMO/FAS/CAO	10/9/2013		10/9/2013
13-172	10/9/2013	I	Olson	Parking Concerns near Craig Hospital	PW	10/11/2013		10/10/2013
13-173	10/11/2013	S	Wilson	3300 S. Washington Graffiti	PD	10/15/2013		10/17/2013
13-174	10/14/2013	I	Olson	Code Enforcement Flyer	PD	10/16/2013		10/16/2013
13-175	10/14/2013	I	Olson	Crime Statistics Comparisons	PD	10/16/2013		10/15/2013
13-176	10/14/2013	I	Olson	Crime Prevention Efforts	PD	10/16/2013		10/16/2013
13-177	10/14/2013	S	Olson	Downing/285 Weeds	PD	10/16/2013		10/16/2013
13-178	10/14/2013	I	Olson	Floyd Place Brick Wall Settling	CD	10/16/2013		10/16/2013
13-179	10/14/2013	S	Wilson	Detached Trailer - 3000 block of S. Grant	PD	10/16/2013		10/16/2013
13-180	10/16/2013	S	Penn	3900 block Huron/Galapago Alley Concerns	PW	10/18/2013		10/23/2013
13-181	10/16/2013	S	Penn	Cushing Park Skateboard Park Repairs	PR	10/18/2013		10/16/2013
13-182	10/21/2013	I	McCaslin	Update on Police/Fire Contacts at Motels	PD/FD	10/24/2013	10/30/2013	10/29/2013
13-183	10/21/2013	I	Jefferson	Inquiry re: Purchase of Materials	FAS/WWTP	10/24/2013		10/25/2013
13-184	10/22/2013	I	Wilson	Inquiry re: robbery follow-up	PD	10/24/2013		10/22/2013
13-185	10/22/2013	I	Wilson	Inquiry re: Increase in Burglaries	PD	10/24/2013		10/23/2013
13-186	10/22/2013	I	Wilson	Follow-up on Abandoned Building on Raritan	FD/PD	10/24/2013		10/24/2013
13-187	10/22/2013	I	Wilson	2960 S. Ogden Continued Drainage Problems	PW	10/24/2013		10/23/2013
13-188	10/28/2013	I	Penn	Clarification on Uses of Funds in Proposed Budget	FAS	10/30/2013		10/29/2013
13-189	10/28/2013	I	Gillit	Trash Hauler Service Complaints - Garbage Man	FAS	10/30/2013		10/29/2013
13-190	11/4/2013	S	Olson	EMRF Property Talking Points	EMRF	11/7/2013	11/13/2013	11/13/2013
13-191	11/4/2013	S	Penn	PIF Fund Balance Status	CMO/FAS	11/7/2013		11/12/2013
13-192	11/4/2013	S	McCaslin	Study Session: Motel Calls for Service	CMO	11/7/2013		11/5/2013
13-193	11/4/2013	I	McCaslin	3218/3220 S. Ogden Code Issues Update	PD/FD	11/7/2013		11/6/2013
13-194	11/5/2013	I	Woodward	Girard/Emerson Parking Problems	PD	11/7/2013		11/6/2013
13-195	11/5/2013	S	Wilson	Romans Park Dogs off Leash	PD	11/7/2013		11/7/2013
13-196	11/8/2013	S	Gillit	4940 S. Lipan Dr. Building Permit Concerns	FD	11/13/2013		
13-197	11/12/2013	I	Woodward	Marijuana/Parks Votes by Precinct	FAS	11/14/2013		
13-198	11/13/2013	S	Penn	3795 S. Delaware Barking Dog Problems	PD	11/15/2013		

S = Service
I = Information

CA - City Attorney; CMO - City Manager's Office; CD - Community Development; EEF - Englewood Environmental Foundation
FAS - Finance and Administrative Services; FD - Fire Department; HR - Human Resources; IT - Information Technology; LIB - Library;
MC - Municipal Court; PR - Parks and Recreation; PW - Public Works; PD - Police Department; UT - Utilities; WW = Wastewater Treatment Plant



MEMORANDUM

TO: Rick Kahm, Director of Public Works ✓
FROM: Dave Henderson, Deputy Public Works Director ✓
DATE: November 13, 2013
SUBJECT: DARTMOUTH BRIDGE GRANT REQUEST

The Colorado Municipal League (CML) is accepting applications for bridge rehabilitation or replacement projects. Staff received the attached memorandum, dated October 16th, from the Special Highway Committee. Applications are due by 5:00 PM on Monday, November 18th.

Staff has reviewed the criteria and requirements for the application and we recommend submitting an application for the Dartmouth Bridge (see attached application package). Per the grant requirements, this bridge is eligible for rehabilitation funding based on the following:

- The bridge is listed on the “Select List” of the federal bridge inventory
- The bridge is classified as “Functionally Obsolete” per the State of Colorado’s latest bridge inspection report.
- The bridge has a sufficiency rating of 75.5. Bridge replacement funding requires a rating less than 50, however, rehabilitation funds are available for structures like our Dartmouth Bridge that are identified as “Functionally Obsolete”.

There is approximately \$12 million available through this program for allocation between 2014 and 2017. Our self evaluation of the chances for funding identifies the following:

- \$12 million will not fund very many projects. One bridge replacement may cost \$5 million.
- The minimum local match is 20%. Entities overmatching may have a better shot at funding.
- The recent flood events damaged or destroyed a large number of bridges in Central and Northern Colorado. At this point, the \$12 million available through this program is separate from emergency repair funds from federal sources. This may change based on need.
- The Dartmouth Bridge has a relatively high sufficiency rating. Other bridges with lower ratings may receive priority.
- Priority is given to projects that are ready to go (already designed and ready to bid).

The estimate for the project is \$1,117,550. The City's required minimum match is 20% or \$223,510. Funding is proposed as follows:

Federal Grant Funding (80%)	\$894,000
Bridge Repair account in PIF	150,000
Road and Bridge account in PIF	<u>73,550</u>
Total	\$1,117,550

As you know, our Street Division continues to patch the decking with asphalt as problems arise. These repairs provide only a temporary fix that will continue to reappear. Infiltration of water in the damaged areas may eventually lead to the failure of other bridge members.

We are in the process of designing a "pilot program" for deck repairs. The proposed project will design and repair a test section (in the worst area) that can be constructed within the existing budget appropriation. The test section will provide the data needed to evaluate the condition of the deck and how we should proceed in the future. Construction costs are anticipated to be around \$100,000. **Should our grant request be successful, we will cancel the "pilot program" scheduled for the spring of 2014.**

The CML does not require formal City approval for this application. If the CML recommends this project and City Council concurs, we would need to follow through with formal intergovernmental agreements through DRCOG and CDOT. The CML Committee expects to notify applicants by late December.

attach.

c: Dave Coffman

Special Highway Committee

CML - 1144 Sherman Street, Denver, Colorado 80203
CCI - 800 Grant Street, Suite 500, Denver, Colorado 80203

Ph: 303-831-6411
Ph: 303-861-4076

MEMORANDUM

To: County Commissioners, City/Town Managers, Clerks in municipalities without managers

From: Eric Bergman, Colorado Counties, Inc.
Mark Radtke, Colorado Municipal League

Date: October 16, 2013

Re: 2014-2017 Bridge Funds Available

The Special Highway Committee is accepting applications for bridge funds for rehabilitation or replacement of substandard bridges. **County applications are due to CCI's offices and municipal applications are due to CML's offices, by 5:00 p.m., Monday, November 18, 2013.**

There is approximately \$12 million in anticipated bridge funds available for allocation between 2014 and 2017, with the majority of this funding coming available in 2016 and 2017. Priority will be given to projects on bridges that have been deemed scour critical, have the lowest sufficiency ratings, and are ready for construction.

PLEASE NOTE: A large number of bridges were damaged or destroyed by the recent flood event in Central and Northern Colorado. CCI and CML have been in consultation with the Colorado Department of Transportation (CDOT) regarding whether this off-system bridge program might be a source of funding for rebuilding/repairing those bridges. CDOT has recommended that bridges damaged or destroyed in the flood be repaired/replaced using available emergency funds from FEMA or emergency repair funds from FHWA. It is also worth noting that funding from this off-system bridge program **cannot** be used as a match for FEMA funds.

Program Guidelines

- (1) The program generally funds projects on an 80% grant and 20% local funding basis. The maximum amount of the grant is 80% of the eligible project costs.
- (2) Federally-funded bridges must be included in the STIP (Statewide Transportation Improvement Plan) and, if an applicant entity is in a metropolitan planning organization area, in the regional TIP before the project can be funded. Inclusion in the STIP and TIP can be accomplished after the Special Highway Committee's recommendation process.

(3) All federally-funded projects are administered according to CDOT and federal procedures, including review and oversight of the consulting engineer selection process, bridge design, and construction oversight.

Eligibility

Bridges that are on the Select List of the federal bridge inventory with a sufficiency rating of 50.0 or less are eligible for replacement funding. Bridges on the Select List with a sufficiency rating of greater than 50.0 are eligible for rehabilitation funds only, unless the cost of rehabilitation is documented as exceeding the cost of replacement. Generally, any bridge with a sufficiency rating of 50.0 or less is on the Select List. **Bridges must be rated as Structurally Deficient or Functionally Obsolete to qualify for funding.** You can check a bridge's eligibility by visiting either the CML or CCI website to view the Select List. If you have any questions regarding the Select List, contact Mark Nord, CDOT Staff Bridge Branch at (303) 757-9309 or by emailing

Be sure to assess the need for bridge replacement or rehabilitation on the most current data. If you have a vehicular bridge, open to the public, that has never been inspected (it must have a span of 20 feet or greater, abutment to abutment), contact Mr. Nord at CDOT to have the bridge added to the federal bridge inventory.

Application

The following information must be provided for each structure submitted for funding:

- A copy of the bridge inspection report
- A brief narrative discussing the need for the work
- Cost estimate
- Estimated start date and project completion date
- Photographs of the bridge (one copy)
- Average daily traffic (ADT) numbers for bridge in question (if available)

Please submit **three** copies of each item, except photographs. The enclosed Bridge Project Cost Estimate form can be used to provide much of the required information. Applications may also be submitted electronically to either CCI or CML.

If you submit more than one off-system bridge project, please indicate your priority for funding among your projects. The Special Highway Committee makes an effort to recommend funding for at least one bridge project per applicant prior to funding additional projects for a single jurisdiction.

County applications should be sent to:

Eric Bergman
Colorado Counties, Inc.
800 Grant Street, Suite 500
Denver, Colorado 80203

Municipal applications should be sent to:

Mark Radtke
Colorado Municipal League
1144 Sherman Street
Denver, CO 80203-2207

Notification of Approval

The Committee anticipates that projects will be reviewed, funding recommendations made, and applicants notified by late December.

If you have any other questions concerning your applications, please call Eric Bergman at (303) 861-4076 or Mark Radtke at (303) 831-6411.



C I T Y O F E N G L E W O O D
D E P A R T M E N T O F P U B L I C W O R K S

November 12, 2013

Mark Radtke
Colorado Municipal League
1144 S. Sherman St.
Denver, CO 80203-2207

Re: 2014-2017 Bridge Funds Application

The Dartmouth Bridge over the Platte River (Structure # ENGLWD – DAPR) has experienced multiple failures to the asphalt overlaid concrete bridge deck. Our Street Division continues to spot patch the deck with asphalt as problems arise however; these repairs provide only a temporary fix to an expanding problem and the City of Englewood does not have sufficient funding for a full concrete deck replacement project at this time. Infiltration of water in the damaged areas may eventually lead to the failure of additional bridge members.

This structure is on the Select List and has been rated as Functionally Obsolete with an Approximate Sufficiency Rating of 75.5 per the attached Bridge Inspection Report by Stantec Consulting Inc. conducted in September of 2011. The report also identifies inadequate and damaged bridge railings, failed curb inlets with large openings and exposed rebar, severely spalled walkways that do not meet ADA width requirements and approaches that need to be addressed to meet current vehicular and pedestrian traffic safety requirements. An engineer's estimate of probable cost and quantities for the bridge rehabilitation project prepared by Charles Dreesen, PE of EST, Inc has been included in this application for your review.

The City of Englewood is prepared to move forward with design plans and project construction during 2014. Please contact me with questions or if additional information is required. Thank you for your consideration.

Sincerely, /

David Henderson,
Deputy Public Works Director
City of Englewood
303-762-2506

SPECIAL BRIDGE FUND -- BRIDGE PROJECT COST ESTIMATE

Structure Number ENGLW - DAPR Municipality/County Englewood / Arapahoe
 Priority # #1 Average Daily Traffic (ADT) 25,654

(For entities submitting applications for more than one bridge, please specify if this bridge is your first, second, third, etc. priority)

Engineering:

Preliminary Engineering	<u>\$30,000.00</u>
Design Engineering	<u>\$30,000.00</u>
Construction Engineering and Staking	<u>\$20,000.00</u>
Project Engineering	<u>\$25,000.00</u>
Final Inspection	<u>\$5,000.00</u>

TOTAL ENGINEERING COSTS: \$ \$110,000.00

Labor - Materials - Equipment:

Mobilization	<u>\$44,000.00</u>
Site Preparation	<u>\$12,000.00</u>
Excavation	<u>\$0.00</u>
Abutments/Piers/Piling	<u>\$0.00</u>
Structure/Deck/Guard Rail	<u>\$754,350.00</u>
Approaches	<u>\$40,000.00</u>
Pavement	<u>\$31,200.00</u>

TOTAL LABOR - MATERIALS - EQUIPMENT COSTS: \$ \$881,550.00

Contingencies: \$ \$236,000.00

TOTAL PROJECT COSTS: \$ \$1,117,550.00

Design/Engineering Start Date (mo/yr):	<u>1/14</u>
Date of Bid Opening (mo/yr):	<u>5/14</u>
Project Start Date (mo/yr):	<u>6/14</u>
Project Completion Date (mo/yr):	<u>7/14</u>

Estimate Prepared by: Charles Dreesen P.E.
 Chief Civil Engineer
 EST, Inc.
 303-798-9445
 11/12/2013

Approved by: David Henderson
 Deputy P.W. Director
 City of Englewood
 303-762-2506
 11/12/2013



**Engineer's Estimate of Probable Cost and Quantities
Dartmouth Avenue Bridge over S. Platte River Rehabilitation
Widen South Curb to 5' for Sidewalk**

Date: 11/12/13

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Extended Cost
201	Clearing & Grubbing	LS	1	\$1,000.00	\$1,000.00
202	Remove Bridge Rail	LF	500	\$20.00	\$10,000.00
202	Removal of Asphalt Mat from Bridge	SY	1,280	\$5.00	\$6,400.00
202	Removal of Portions of Present Structure (Deck & Walks)	LS	1	\$112,500.00	\$112,500.00
208	Storm Drain Inlet Protection	EA	4	\$250.00	\$1,000.00
208	Erosion Protection	LS	1	\$10,000.00	\$10,000.00
403	HMA (GR SX) (100) (PG 64-28) - Entire deck	TON	220	\$100.00	\$22,000.00
411	Emulsified Asphalt(SS)	GAL	260	\$5.00	\$1,300.00
515	Waterproofing(Membrane)	SY	1,230	\$15.00	\$18,450.00
518	Bridge Expansion Device (0 - 4")	LF	162	\$150.00	\$24,300.00
601	Concrete Class HT(Deck Topping)	CY	860	\$225.00	\$193,500.00
602	Reinforcing Steel (Epoxy Coated)	LB	172,000	\$1.30	\$223,600.00
606	Bridge Rail Type 10M(Special) (both sides)	LF	500	\$250.00	\$125,000.00
606	Transition Type 3G(Special)	EA	4	\$500.00	\$2,000.00
606	End Anchorage Type 3K	EA	4	\$1,250.00	\$5,000.00
608	Sidewalk Approaches	EA	4	\$10,000.00	\$40,000.00
613	2 Inch Electrical Conduit	LF	1,000	\$15.00	\$15,000.00
626	Mobilization	LS	1	\$44,000.00	\$44,000.00
627	Pavement Marking	LS	1	\$1,500.00	\$1,500.00
630	Traffic Control	LS	1	\$25,000.00	\$25,000.00
F/A	Miscellaneous Contract Revisions	F/A	1	\$50,000.00	\$50,000.00
	Contingencies based on Conceptual Plan Level (20%)	LS	1	\$186,000.00	\$186,000.00
				Total =	\$1,117,550.00

BRIDGE REHABILITATION COST*



Stantec

Structure Number: ENGLWD-DAPR
Date: 9/30/2011
By: Ryan Nataluk

Deck Rehabilitation / Replacement

1. Current Bridge Length (SIA Item 49)	<u>250</u>	FT.
2. Current Bridge Width (SIA Item 52)	<u>54.1</u>	FT.
3. Current Deck Area (#1 x #2)	<u>13525</u>	S.F.
4. Estimated Deck Replacement Cost @	<u>\$70</u>	S.F.
5. Total Cost for Existing Deck Area (#3 x #4)	<u>\$946,750</u>	

Bridge Widening / Rehabilitation

6. Future ADT (SIA Item 114)	<u>25654</u>	
7. Minimum Design Width ¹	<u>63</u>	FT.
8. Widening Width (#7 - #2)	<u>8.9</u>	FT.
9. Widening Deck Area (#1 x #8)	<u>2225</u>	S.F.
10. Estimated Widening Cost @	<u>\$160</u>	
11. Total Cost for Widening Deck Area ²	<u>\$409,400</u>	
12. Total Bridge Cost (SIA Item 94) ³	<u>\$1,356,150</u>	
13. Total Roadway Cost (SIA Item 95) ⁴	<u>\$135,615</u>	
14. Total Project Cost (SIA Item 96) ⁵	<u>\$1,491,765</u>	

* For Information Only, Actual Costs May Vary Depending on Location and Current Material Costs

¹ Deck Width Geometry (NBI Item 68) Based on Future ADT and AASHTO Design Guidelines
Deck Width Chosen to Correspond with Deck Geometry NBI Rating Code = 7

² Widening Cost = 1.15[Line 9 x Line 10] Assumed an estimated 15% Engineering Cost of widening cost.

³ Total Bridge Cost = Line 5 + Line 11

⁴ Estimated Roadway Improvement Cost at 10% of Total Bridge Rehabilitation Cost

⁵ Total Project Cost = Line 12 + Line 13

CITY OF ENGLEWOOD

STRUCTURE NUMBER ENGLWD-DAPR
INSPECTED 9/30/2011

PROGRAMMED MAINTENANCE / REPAIRS:

Raise approach sidewalks at northwest, southwest and southeast corners.	\$ 2,500
Seal cracks in deck overlay or perform maintenance in 353.04.	\$ 425
Repair spalls at curb drain inlets on deck.	\$ 1,000
Remove asphalt wearing surface to topping slab. Remove portions of topping slab where cracked and/or deteriorated. Repour topping slab with 6 x 6 welded wire mesh for cracking control. Waterproof top surface and repave with 2 inch of asphalt.	\$ 125,000
Total Estimated Cost for Programmed Activities:	\$ 128,925

SAFETY MAINTENANCE / REPAIRS:

Install adequate bridge and approach rails.	\$ 35,000
Total Estimated Cost of Safety Activities:	\$ 35,000

Total Estimated Cost of Bridge Maintenance / Repair Activities: **\$ 163,925**

REHABILITATION **\$1,491,765**

NOTE: Maintenance / Repair quantities and costs shown are approximate, do not include mobilization, and are estimated using the most current edition of the CDOT Cost Data Book. Noted Maintenance / Repair activities may not be fully inclusive and should not be relied upon for budgetary funding purposes without an independent review by the owner or owners representative.

Approximate Sufficiency Rating: 75.5 FO

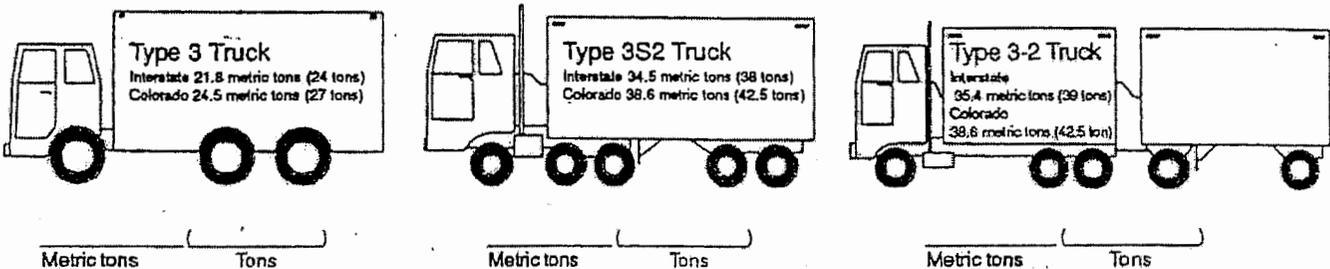


Stantec

COLORADO DEPARTMENT OF TRANSPORTATION LOAD FACTOR RATING SUMMARY		Structure # <u>ENGLWD-DAPR</u>
Rated using Asphalt thickness: <u>127</u> mm (<u>5</u> in.) <input type="checkbox"/> Colorado legal loads <input checked="" type="checkbox"/> Interstate legal loads		State-highway # <u>DARTMOUTH AVE</u>
		Batch I.D. <u>005087</u>
		Structure type <u>CPG 50Z</u>
		Parallel structure # <u>N/A</u>

Structural member	<u>SLAB/GIRDER</u>			
-------------------	--------------------	--	--	--

	Metric tons (Tons)			
Inventory	32.6 (36.0)	()	()	()
Operating	36.2 (40.0)	()	()	()
Type 3 truck	()	()	()	()
Type 3S2 truck	()	()	()	()
Type 3-2 truck	()	()	()	()
Permit truck	()	()	()	()



POSTING NOT REQUIRED	
<u>5" ASPHALT</u>	
<u>SLAB/GIRDER</u> Visually Rated per Section 7.4.1. of Manual for Condition Evaluation of Bridges, 1994:	
INSPECTED BUT NOT RATED	
STANTEC CONSULTING 2011	
INSPECTED BUT NOT RATED	
SEH, INC.	
DATE: _____	BY: _____
BRIDGE REINSPECTED BUT NOT RATED BY LONCO, INC.	
Rated by <u>[Signature]</u>	Date <u>12/8/97</u>
Checked by <u>[Signature]</u>	Date <u>9-13-05</u>

Colorado Department of Transportation
Structure Inspection and Inventory Report (English Units)

Highway Number (ON) 5D: 00000 U

Mile Post (ON) 11: 0.000 mi

Bridge Key: ENGLWD-DAPR Inspection Date: 9/30/2011 Sufficiency Rating: 75.5 FO

Rgn/Sectn 2E/2M:	68	Hist Signif 37:	5	UW Inspection Date 93B:	
Trans Region 2T:	02	Posting status 41:	A	SI Date 93C:	
County Code 3:	005	Service on/un: 42A/B:	5 5	Bridge Cost 94:	\$ 1,356,150
ARAPAHOE		Main Mat/Desgn 43A/B:	5 04	Roadway Cost 95:	\$ 135,615
Place Code 4:	24785	Appr Mat/Desgn 44A/B:	0 0	Total Cost 96:	\$ 1,491,765
ENGLEWOOD		Main Spans Unit 45:	4	Year of Cost Estimate 97:	2011
Rte. (On/Under) 5A:	1	Approach Spans 46:	0	Brdr Brdg Code/% 98A/B:	
Signing Prefix 5B:	5	Horiz Clr 47:	46.2 ft	Border Bridge Number 99:	
Level of Service 5C:	1	Max Span 48:	61.0 ft	Defense Highway 100:	0
Directional Suffix 5E:	0	Str Length 49:	250.0 ft	Parallel Structure 101:	N
Feature Intersected 6:		Curb Width L/R 50A/B:	2.8 ft 4.8 ft	Direction of Traffic 102:	2
SOUTH PLATTE RIVER		Width Curb to Curb 51:	46.2 ft	Temporary Structure 103:	
Facility Carried 7:		Width Out to Out 52:	54.1 ft	Highway System 104:	0
DARTMOUTH AVE		Deck Area:	13,525. sq. ft	Fed Lands Hiway 105:	0
Alias Str No. 8A:		Min Clr Ovr Brdg 53:	99.99	Year Reconstructed 106:	0000
		Min Undrclr Ref 54A:	N	Deck Type 107:	1
Pril Str No. 8P:		Min Undrclr 54B:	0.0 ft	Wearing Surface 108A:	6
		Min Lat Clrnce Ref R 55A:	N	Membrane 108B:	1
Location 9:		Min Lat Undrclr R 55B:	0.0 ft	Deck Protection 108C:	0
3 MI W OF SANTA FE		Min Lat Undrclr L 56:	0	Truck ADT 109:	6 %
Max Clr 10:	99.99	Deck 58:	5	Trk Net 110:	0
Base Hiway Net 12:	0	Super 59:	6	Pier Protection 111:	#
Irsvnt Rout 13A:	0000000000	Sub 60:	7	NBIS Length 112:	Y
Irsvnt Rout No 13B:	00	Channel/Protection 61:	7	Scour Critical 113:	8
Latitude 16:	39d 39' 38"	Culvert 62:	N	Scour Watch 113M:	N
Longitude 17:	105d 00' 15"	Oprrng Rtg Method 63:	0 Field Evaluatic	Future ADT 114:	25,654
Range 18A:	N	Operating Rating 64:	40.0	Year of Future ADT 115:	2028
Township 18B:	N	Inv Rtnng Method 65:	0	CDOT Str Type 120A:	CPG
Section 18C:	N	Inventory Rating 66:	36.0	CDOT Constr Type 120B:	20
Detour Length 19:	1.0 mi	Asph/Fill Thick 66T:	005 "in"	Inspection Indic 122A:	
Toll Facility 20:	3	Str. Evaluation 67:	6	Inspection Trip 122AA:	
Custodian 21:	4	Deck Geometry 68:	2	Scheduling Status 122B:	
Owner 22:	4	Undrclr Vert/Hor 69:	N	Maintenance Patrol 123:	0
Functional Class 26:	16	Posting 70:	5	Expansion Dev/Type 124:	0
Year Built 27:	1965	Waterway Adequacy 71:	8	Brdg Rail Type/Mod 125A/B:	XX 0
Lanes on 28A:	4	Approach Alignment 72:	8	Posting Trucks 129A/B/C:	0 0 0
Lanes Under 28B:	0	Type of Work 75A:	35	Str Rating Date 130:	12/8/1997
ADT 29:	15,091	Work Done By 75B:	1	Speical Equip 133:	
Year of ADT 30:	2008	Length of Improvement 76:	250.0 ft	Vert Clr N/E 134A/B/C:	X 99.99 0.00
Design Load 31:	0	Insp Team Indicator 90B:	Stantec	Vert Clr S/W 135A/B/C:	X 99.99 0.00
Apr Rdwy Width 32:	46.0 ft	Inspector Name 90C:	NATALUKR	Vertical Clr Date:	
Median 33:	0	Frequency 91:	24 months	Weight Limit Color 139:	0
Skew 34:	36.00 °	FC Frequency 92A:	-1	Str Billing Type:	IIC
Structure Flared 35:	0	UW Frequency 92B:	-1	Userkey 1 - System:	OFFSYS
Sfty Rail 36a/b/c/d:	0 0 0 0	SI Frequency 92C:	-1	Userkey 7-Update Indic:	
Rail ht 36h:	49 "in"	FC Inspection Date 93A:			

Inspector Name: NATALUKR

Colorado Department of Transportation
Structure Inspection and Inventory Report (English Units)

Highway Number (ON) 5D: 00000 U

Mile Post (ON)11: 0.000 mi

Element Inspection Report

Elm/En	Description	Units	Total Qty	% in 1	CS 1	% in 2	CS 2	% in 3	CS 3	% in 4	CS 4	% in 5	CS 5
205/1	R/Conc Column	(EA)	9	100 %	9	0 %	0	0 %	0	0 %	0	0 %	0
210/1	R/Conc Pier Wall	(LF)	66	100 %	66	0 %	0	0 %	0	0 %	0	0 %	0
215/1	R/Conc Abutment	(LF)	134	99 %	132	1 %	2	0 %	0	0 %	0	0 %	0
234/1	R/Conc Cap	(LF)	200	100 %	200	0 %	0	0 %	0	0 %	0	0 %	0
326/1	Bridge Wingwalls	(EA)	4	100 %	4	0 %	0	0 %	0	0 %	0	0 %	0
359/1	Soffit Smart Flag	(EA)	1	0 %	0	0 %	0	100 %	1	0 %	0	0 %	0
371/1	Traff Imp Dck SmFlag	(LF)	5	0 %	0	100 %	5	0 %	0	0 %	0	0 %	0
530/1	Approach Guardrail A	(EA)	1	100 %	1	0 %	0	0 %	0	0 %	0	0 %	0
14/1	P Conc Deck/AC Ovly	(SF)	13,525	0 %	0	0 %	0	100 %	13,525	0 %	0	0 %	0
109/1	P/S Conc Open Girder	(LF)	1,750	98 %	1,719	2 %	30	0 %	1	0 %	0	0 %	0
110/1	R/Conc Open Girder	(LF)	34	0 %	34	0 %	0	0 %	0	0 %	0	0 %	0
325/1	Slope Prot/Berms	(EA)	2	0 %	0	100 %	2	0 %	0	0 %	0	0 %	0
334/1	Metal Rail Coated	(LF)	500	99 %	495	0 %	0	1 %	5	0 %	0	0 %	0
338/1	Conc Curbs/SW	(LF)	500	0 %	0	19 %	97	80 %	400	1 %	3	0 %	0
501/1	Channel Cond	(EA)	1	0 %	1	0 %	0	0 %	0	0 %	0	0 %	0
504/1	BankCond	(EA)	1	0 %	1	0 %	0	0 %	0	0 %	0	0 %	0
600/1	Genl Remarks	(EA)	1	0 %	1	0 %	0	0 %	0	0 %	0	0 %	0

Elem/Env	Description	Element Notes
205/1	R/Conc Column	Light abrasion near water line.
210/1	R/Conc Pier Wall	Total of 22 ft of wall at each pier. Light abrasion near water line. 1 SF of honeycomb at pier 3 (P3) east.
215/1	R/Conc Abutment	Light cracks and leakage with efflorescence on abutment 1 at Girders 1E and 1F.
234/1	R/Conc Cap	Small area of delamination at south end of pier 4 (P4).
326/1	Bridge Wingwalls	No significant defects noted.
359/1	Soffit Smart Flag	Many transverse and longitudinal cracks along outside edges of deck and sidewalk some with light efflorescence, small spalls and delaminated areas, reinforcing exposed. Leakage at joint between Girders 2B and 2C at area where deck has been patched above.
371/1	Traff Imp Dck SmFlag	Damaged rail at northeast corner was repaired prior to 2011 inspection. Impact originally occurred prior to 1999. Northeast rail corner has a history of impacts.
530/1	Approach Guardrail A	No approach guardrails.
14/1	P Conc Deck/AC Ovly	2 to 3 inch of asphalt over 1.5 inch topping slab. Many longitudinal and transverse cracks, most sealed. (5) large patches in both eastbound and westbound lane for a total of approximately (160 SF). (3) impending pothole locations. Cracking in asphalt wearing surface is a reflection of cracking in topping slab below.

Colorado Department of Transportation

Highway Number (ON) 5D: 00000 U

Structure Inspection and Inventory Report (English Units)

Mile Post (ON)11: 0.000 mi

Elem/Env	Description	Element Notes
109/1	P/S Conc Open Girder	Prestressed concrete single tees with 7 1/2 inch thickness of top "T" flange - Honeycomb with exposed strand in Girder 2B 5 ft from P3. Small spalls at bottom of Girders 1F and 2F. Fillet cracks in girders at various locations. Moderate diagonal cracking in acute corners with efflorescence and small spalls on underside of some top flanges near ends. Small spall on side of Girder 2A. Spall between Girders 2A and 2B in joint. Active leakage with moderate efflorescence at joint between Giders 2B and 2C. Light cracks and spalls on sides of exterior girder flanges at various locations. Blackened by fire in interior bays at A4.
110/1	R/Conc Open Girder	Flared girders at southwest and northeast corners - Utility blockout through girder at southwest.
325/1	Slope Prot/Berms	Riprap at both abutments. Riprap at west is displaced on river side of pedestrian path, displaced at toe of east berm slope.
334/1	Metal Rail Coated	Rails painted between 2003 and 2005 inspections - Paint peeling throughout, but rails are galvanized beneath. Collision damage at northeast corner.
338/1	Conc Curbs/SW	S1-S2 scaling with light to moderate cracks and delaminated areas on corners of concrete sidewalks throughout. Spalling of (3) deck drains on south side and (1) on north side all with exposed rebar. Longitudinal cracks and delamination run near full length of both sidewalks. 2 ft x 1 ft spall with exposed reinforcing at northwest.
501/1	Channel Cond	Flat sand channel with some cobbles and gravel.
504/1	BankCond	Banks lined with vegetation and scattered riprap near bridge.
600/1	Genl Remarks	(1) 18 inch diameter utility pipe between Girders A and B and one 4 inch diameter steel pipe hanging on north rail. Transients noted to be living under east side of bridge in the past. Christina Biasio and Brad from City of Englewood on site during 2011 deck inspection.

Maintenance Activity Summary

MMS Activity	Description	Recommended	Status	Year Completed	Est Cost
152.02	Surface	9/17/2007	-1	2013	2500

Raise approach sidewalks at northwest, southwest and southeast corners.

353.04	Suprstr	10/13/2009	-1	2013	125000
--------	---------	------------	----	------	--------

Remove asphalt wearing surface to topping slab. Remove portions of topping slab where cracked and/or deteriorated. Repour topping slab with 6 x 6 welded wire mesh for cracking control. Waterproof top surface and repave with 2 inch of asphalt.

Colorado Department of Transportation
Structure Inspection and Inventory Report (English Units)

Highway Number (ON) 5D: 00000 U

Mile Post (ON) 11: 0.000 mi

Maintenance Activity Summary

MMS Activity	Description	Recommended	Status	Year Completed	Est Cost
353.06	Br Dk Rpr	10/13/2009	-1	2013	1000

Repair spalls at curb drain inlets on deck.

353.08	Br Dk Rpr	9/17/2007	-1	2013	425
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Seal cracks in deck overlay or perform maintenance in 353.04.

306.02	Railing	9/30/2011		2013	35000
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Install adequate bridge and approach rails.

Bridge Notes

Colorado Department of Transportation
Structure Inspection and Inventory Report (English Units)

Highway Number (ON) 5D: 00000 U

Mile Post (ON)11: 0.000 mi

Inspection Notes

Date 9-30-2011-
Temp: 45 Degrees Time: 8:55 AM Weather: Clear, calm

Scope:

NBI: Element: Underwater: Fracture Critical: Other: Type: Regular NBI

Inspector: NATALUKR

Inspection Team:

Inspection Date: 09/30/2011

Inspector

Inspector



Stantec

ENGLWD-DAPR



NORTH

ABUTMENTS & WINGWALLS:
C.I.P. CONCRETE

FLOW
S. PLATTE
RIVER

S. PLATTE
RIVER DR.

DARTMOUTH AVENUE
(ASPHALT)

PIERS:
C.I.P. CONC. CAP ON 24"Ø COLUMNS
w/CONC. WALL BETWEEN EXTERIOR
(2) COLUMNS AT EACH END

46'-0"

54'-1" O/O
66'-10" ON
SKEW

76'-0"

250'-0" O/O

36° SKEW

23'-0"

PLAN

60'-6" 63'-0" 62'-6" 62'-6"

A#1
RIPRAP
(TYP.)

8'-0"
8'-
CONC.
BIKE
PATH

P#2

P#3

P#4

A#5

ELEVATION

LOOKING NORTH

2'-10" 46'-2" C/C 4'-10"

CONC.
SW.

CONC.
SW.

6"x6" H-POSTS w/
(3) C9"x2 1/2" RAILS

4"Ø UTILITY
PIPE

5" ASPHALT ON
WP. MEMBRANE ON
4 1/2" CONC. SLAB ON
2 1/2" PC. CONC. FLANGE

4'-1"

3'-4"
16"

GIR. #A

18"Ø UTILITY
PIPE

16"(TYP.
INT.)

8"(TYP.
EXT.)

GIR. #G

7'-0" (4) SPACES AT 8'-3" 7'-0" 7'-0"

(7) PC. PRESTRESSED CONC. SINGLE TEE'S

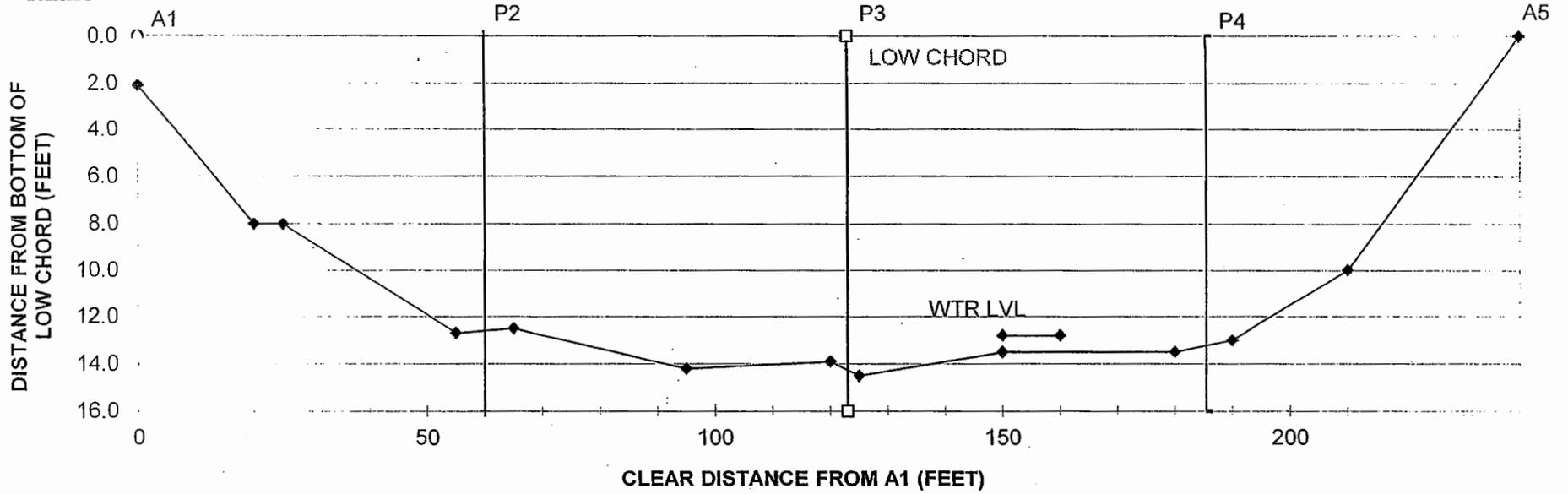
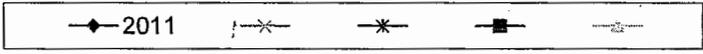
SECTION

LOOKING EAST



Stantec

STREAMBED HISTORY



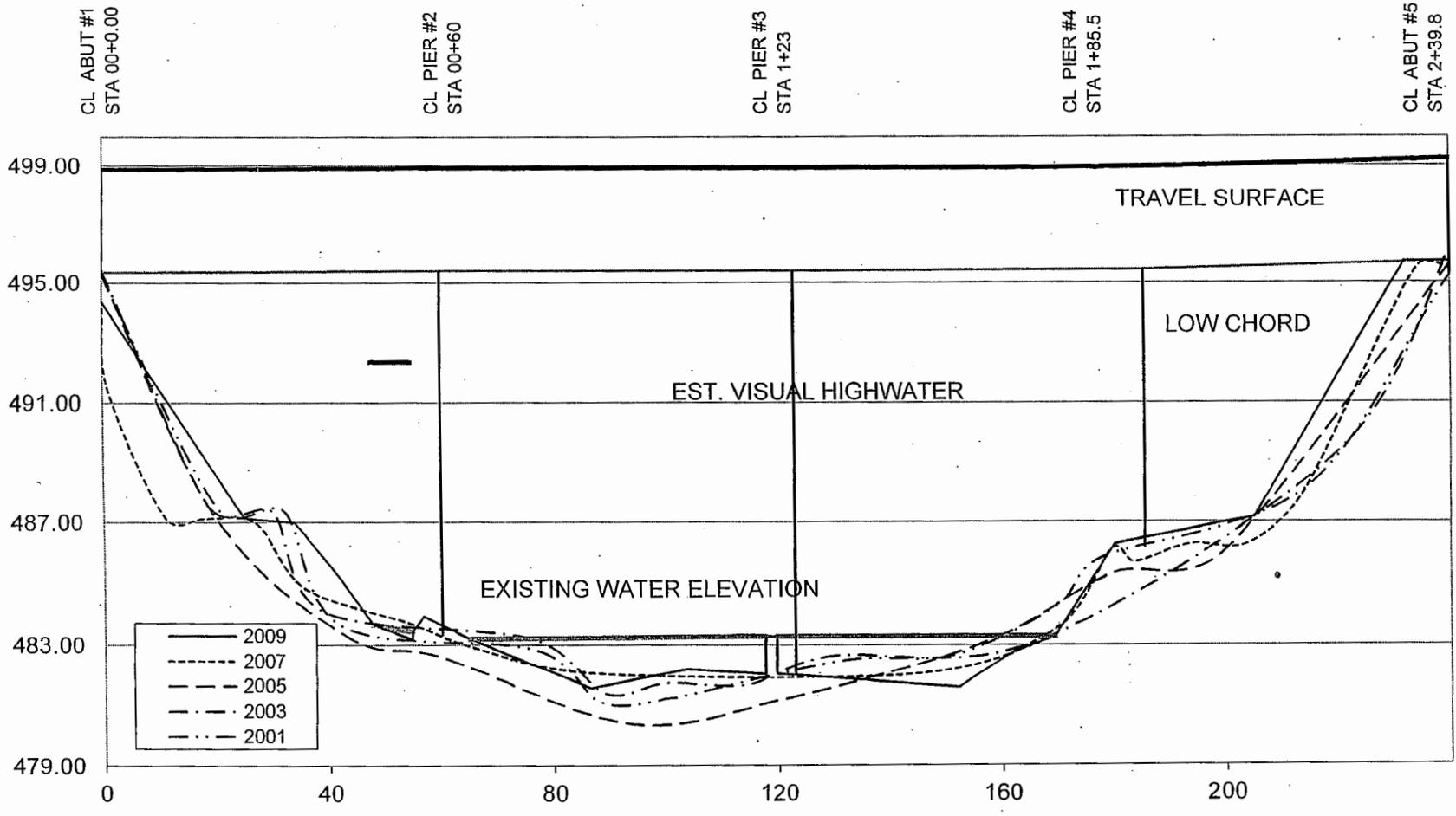
	0	20	25	55	65	95	120	125	150	180	190	210	239.8
2011	2.1	8.0	8.0	12.7	12.5	14.2	13.9	14.5	13.5	13.5	13.0	10.0	0.0

WTR LVL
12.8

STRUCTURE NUMBER: ENGLWD-DAPR
 INSPECTION DATE: 9/30/2011

PERFORMED BY: FJB

STRUCTURE NUMBER - ENGLWD-DAPR		INSPECTORS INITIALS ---- JT		DATE ---- 10/13/2009	
PIER INFO -----			MANNING'S NUMBER ----- 0.035		
ANGLE OF HIGH WATER (DEG) -----	15	DISTANCE BETWEEN POINTS (FT) ----		785.5	
WIDTH OF PIER (FT) -----	2.00	STREAM GRADIENT (FT/FT) -----		0.0077	
LENGTH OF PIER (FT) -----	66.00	WATERWAY AREA (SQ FT) -----		1847.3	
SHAPE COEFFICIENT -----	0.90	WETTED PERIMETER (FT) -----		234.6	
FEATURE CROSSED -----	SOUTH PLATTE RIVER		MANNING'S VELOCITY @ EST. H.W.		14.78 (FPS)
STREAM BED MATERIAL -----	GRAVEL & COBBLE CHANNEL-GRASS BANKS				
LOCAL SCOUR DEPTH (PER HEC-18) (FT) ----	15.71				



Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**
Inspection Date: **9/30/2011**



Roadway looking east



Elevation looking north

Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**
Inspection Date: **9/30/2011**



General looking east



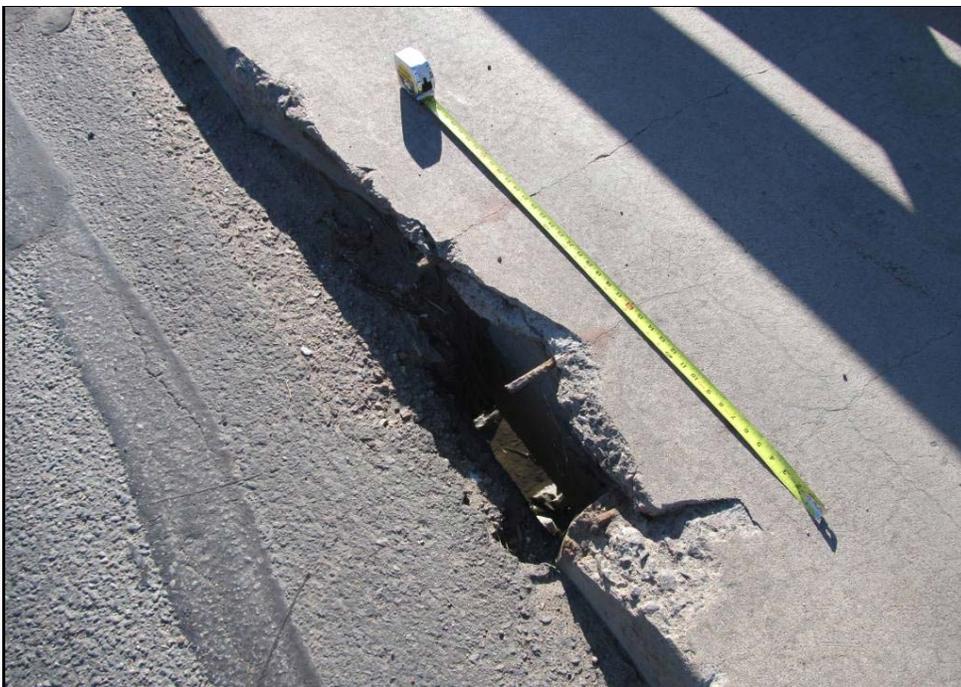
Typical sealed cracks in roadway

Structure Number: ENGLWD-DAPR
Facility Carried: DARTMOUTH AVE
Feature Intersected: SOUTH PLATTE RIVER

Owner: CITY OF ENGLEWOOD
Inspection Date: 9/30/2011



Typical spalls along south sidewalk



Typical spall and sidewalk failure over curb inlets

Structure Number: ENGLWD-DAPR
Facility Carried: DARTMOUTH AVE
Feature Intersected: SOUTH PLATTE RIVER

Owner: CITY OF ENGLEWOOD
Inspection Date: 9/30/2011



Typical coating peeling along bridge rails



Patched portion of asphalt roadway through eastbound lanes

Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**
Inspection Date: **9/30/2011**



Typical scaling along southeast sidewalk



Widespread rutting and potholing with patched areas through westbound lanes

Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**
Inspection Date: **9/30/2011**



Close-up of pothole in westbound lane with cracking through topping slab



Repaired impact damage to northeast rail termination

Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**
Inspection Date: **9/30/2011**



Spalled sidewalk at northeast

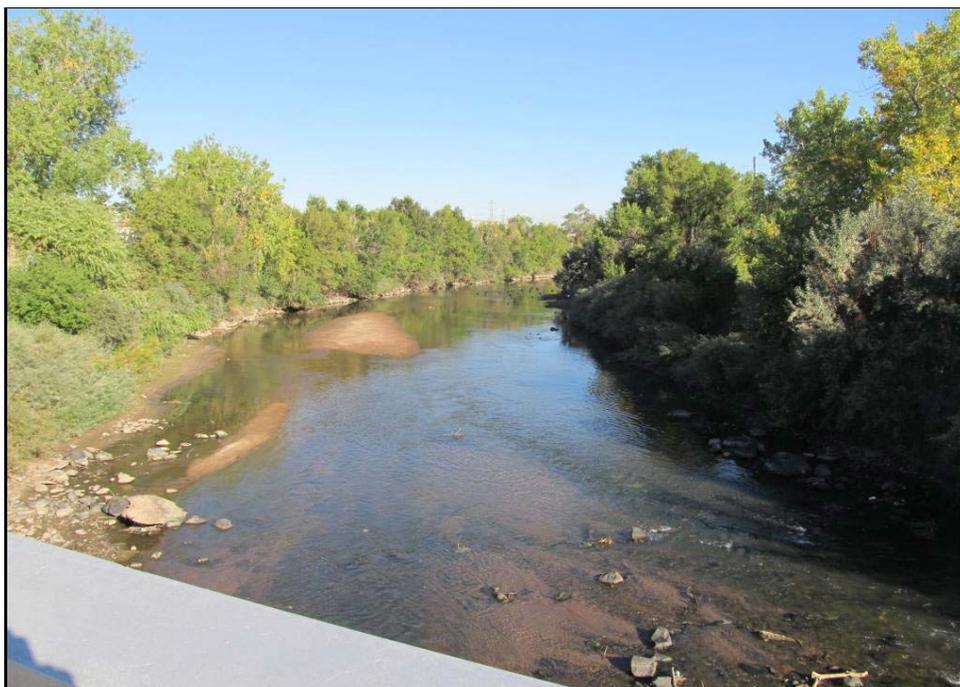


Channel looking upstream

Structure Number: **ENGLWD-DAPR**
Facility Carried: **DARTMOUTH AVE**
Feature Intersected: **SOUTH PLATTE RIVER**

Owner: **CITY OF ENGLEWOOD**

Inspection Date: **9/30/2011**



Channel looking downstream





City of Englewood

To: Mayor Randy Penn and City Council
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: November 14, 2013
Subject: **October 2013 Financial Report**

REVENUES:

- Through October 2013, the City of Englewood collected **\$34,519,416 or \$504,650 or 1.5 percent more** than last year (See the chart on page 3 and the attached full report for details on changes in revenue in past year.
- The City collected \$2,871,756 in property and \$201,070 in specific ownership taxes through October.
- **Year-to-date sales and use tax revenues were \$19,559,116 or \$446,823 more than October 2012. The year-end estimate has been increased to \$22,536,277.**
- Cigarette tax collections were up \$6,488 compared to last year.
- Franchise fee collections were \$219,700 more than last year.
- Licenses and permit collections were \$468,467 more than 2012 (year-end estimate increased to \$1,400,000).
- Intergovernmental revenues were \$361,009 less than the prior year.
- Charges for services increased \$35,982 from last year.
- Recreation revenues decreased \$210,678 from 2012 (year-end estimate decreased to \$2,430,000).
- Fines and forfeitures were \$51,957 less than last year.
- Investment income was \$58,444 less than last year (year-end estimate decreased to \$20,000).
- Miscellaneous revenues were \$54,533 less than last year. The year-end estimate is \$300,000.
- Net rent revenues from McLellan Reservoir were \$470,877.

OUTSIDE CITY:

- Outside City sales and use tax receipts (cash basis) were up \$18,010 or .3 percent compared to last year.
- At this time potential refunds total approximately \$1,500,000 for claims submitted to Englewood but not completed; the balance of the account to cover intercity claims is \$1,150,000.

CITY CENTER ENGLEWOOD (CCE):

- Sales and use tax collection through October 2013 were \$2,827,842 or \$27,024 less than last year during the same period.

EXPENDITURES:

- Expenditures through October were \$32,850,007 or \$356,351 less than the \$33,206,358 expended through October 2012. The City's refund of sales and use tax claims through October 2013 totaled \$31,272.

REVENUES OVER/UNDER EXPENDITURES:

- **Year-to-date revenues exceeded expenditures by \$1,669,409 compared to revenues exceeding expenditures by \$808,408 year-to-date 2012.**

TRANSFERS:

- Net 2013 transfers-in to date of \$1,139,574 were made by the end of October 2013 (please refer to page 14 for the make-up). No additional transfers are contemplated for the remainder of the year.

FUND BALANCE:

- **The estimated year-end total fund balance is \$9,276,242 or 23.2 percent of estimated revenue. The ending 2013 unassigned fund balance is \$5,356,867 or 13.4 percent of estimated revenue.**
- The 2013 estimated Long Term Asset Reserve (LTAR) balance is \$2,619,375 (please refer to page 13).

PUBLIC IMPROVEMENT FUND (PIF):

- The PIF has collected \$3,125,877 in revenue and spent \$3,126,442 year-to-date. Estimated year-end fund balance is \$776,251.

City of Englewood, Colorado

October 2013 Financial Report

The annual budget serves as the foundation for the City’s financial planning and control, and provides a comprehensive plan to provide high quality services to the Englewood community. Based upon conservative revenue estimates, the budget quantifies in dollars the many services and amenities the citizens of Englewood receive. The City has prepared a balanced budget and it is one where revenues plus beginning fund balance are equal to or exceed expenditures.

The monthly financial report provides on a periodic basis the review of the actual revenues and expenditures as compared to the budget. This point in time analysis compares the current year to the prior year and determines if the revenues and expenditures are on track with the budget. By monitoring the financial condition of the City, City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

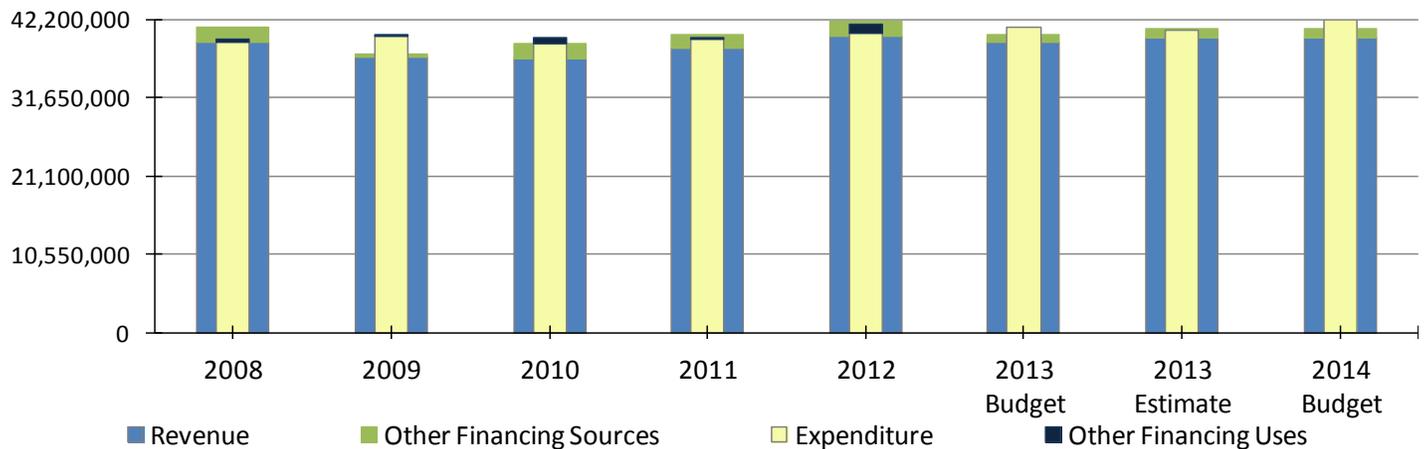
GENERAL FUND OVERVIEW AND ANALYSIS

The General Fund accounts for the major “governmental” activities of the City. These activities include “direct” services to the public such as police, fire, public works, parks and recreation, and library services. General government also provides administrative and oversight services through the offices of city manager and city attorney; the departments of information technology, finance and administrative services, community development, human resources, municipal court and legislation. Debt service, lease payments, and other contractual payments are also commitments of the General Fund.

General Fund - Surplus and Deficit

The graph below depicts the history of sources and uses of funds from 2008 to 2014 Budget. As illustrated, both surpluses and deficits have occurred in the past. The gap has narrowed over the past few years by reducing expenditures, freezing positions, negotiating lower-cost health benefits, increased revenue collections. Continued efforts will be required to balance revenues and expenditures, especially with persistent upward pressure on expenditures due to increases in the cost of energy, wages and benefits.

General Fund: Total Sources and Uses of Funds



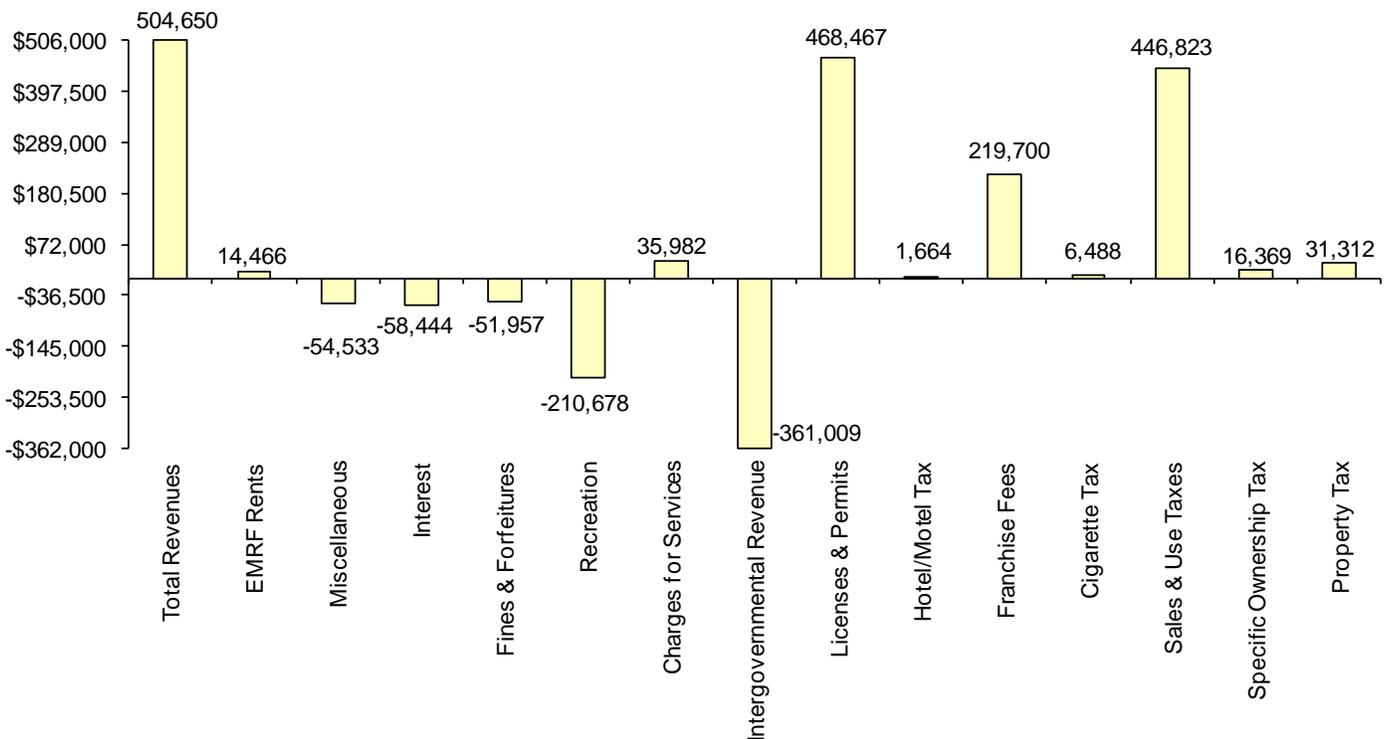
The table on the next page summarizes General Fund Year-To-Date (YTD) Revenue, Expenditure, Sales & Use Tax Revenue and Outside City Sales & Use Tax Revenue for the month ended October, 2013. Comparative figures for years 2012 and 2011 are presented as well. The table also highlights the dollar and percentage changes between those periods.

	Aug-13	2013 vs 2012 Increase (Decrease)		Aug-12	2012 vs 2011 Increase (Decrease)		Aug-11
General Fund							
Year-To-Date Revenue	\$ 34,519,416	\$ 504,650	1.48%	\$ 34,014,766	\$ 972,473	2.94%	\$ 33,042,293
Year-To-Date Expenditure	32,850,007	\$ (356,351)	(1.07%)	33,206,358	\$ 892,441	2.76%	32,313,917
Net Revenue (Expenditure)	\$ 1,669,409	\$ 861,001		\$ 808,408	\$ 80,032		\$ 728,376
Unassigned Fund Balance	\$ 5,356,867	\$ 403,944	8.16%	\$ 4,952,923	\$ (9,601)	(.19%)	\$ 4,962,524
Sales & Use Tax Revenue YTD	\$ 19,559,116	\$ 446,823	2.34%	\$ 19,112,293	\$ 511,991	2.75%	\$ 18,600,302
Outside City Sales & Use Tax YTD	\$ 6,466,323	\$ 18,010	.28%	\$ 6,448,313	\$ (540,078)	(7.73%)	\$ 6,988,391

General Fund Revenues

The City of Englewood’s total budgeted revenue is \$39,050,099. Total revenue collected through October 2013 was \$34,519,416 or \$504,650 (1.5 percent) more than was collected in 2012. The chart below illustrates changes in General Fund revenues this year as compared to last year.

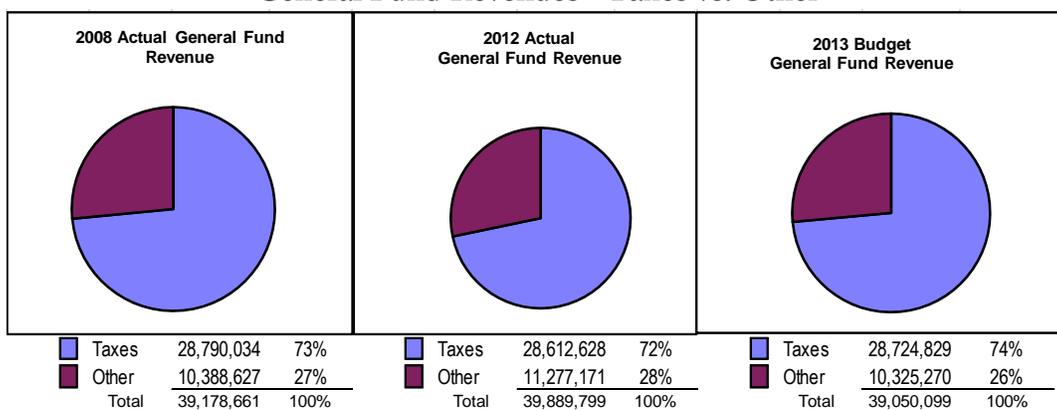
2013 Year-To-Date Change in General Fund Revenue as Compared to Prior Year



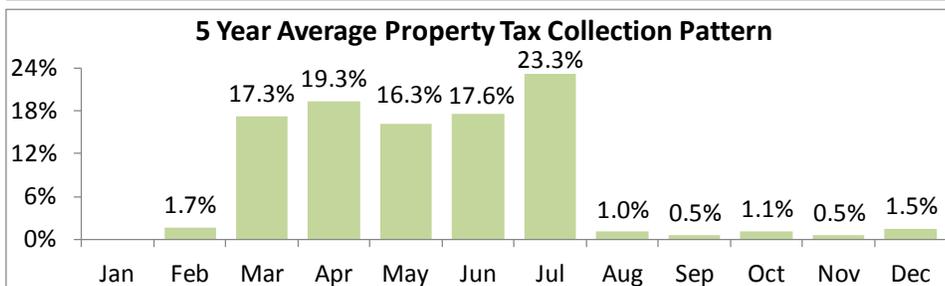
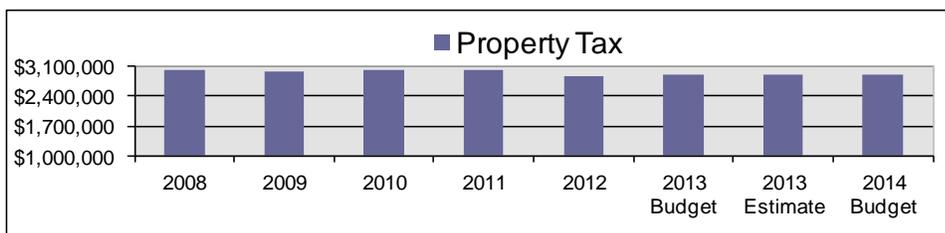
General Fund - Taxes

The General Fund obtains most of its revenue from taxes. In 2012 total audited revenues were \$39,889,799 of which \$28,612,628 (72 percent) came from tax collections. Taxes include property, sales and use, specific ownership, cigarette, utilities, franchise fees, and hotel/motel. The pie charts on the next page illustrate the contribution of taxes to total revenue for 2008, 2012 unaudited and 2013 Budget. Taxes as a percentage of total revenue have declined slightly as other fees and charges have been increased to help offset rising costs and relatively flat tax revenues.

General Fund Revenues - Taxes vs. Other



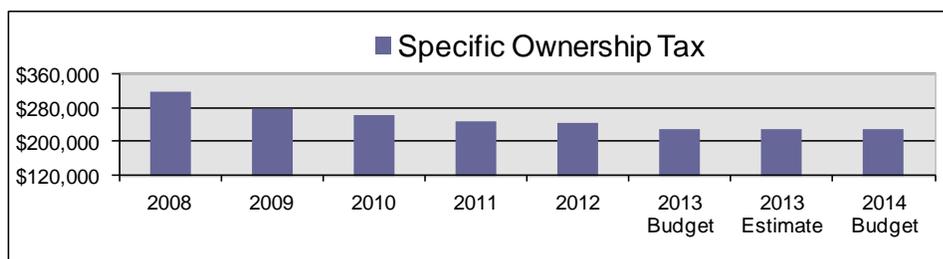
Property taxes: These taxes are collected based on the assessed value of all the properties in the City and the mill levy assessed against the property. The City's total 2012 mill levy collected in 2013 is 7.794 mills. The 2012 mill levy for general operations collected in 2013 is 5.880 mills. Voters approved a separate, dedicated mill levy for principal and interest payments on the City's general obligation debt for the construction of parks and recreation projects. The dedicated general obligation debt mill levy is accounted



Property Tax Mill Levy	2008	2009	2010	2011	2012	2013 Budget	2013 Estimate	2014 Budget
General Fund	5.880	5.880	5.880	5.880	5.880	5.880	5.880	5.880
Debt Service Fund	2.293	1.947	2.031	2.130	1.741	1.914	1.914	2.244
Total Mill Levy	8.173	7.827	7.911	8.010	7.621	7.794	7.794	8.124

for in the Debt Service Fund. The dedicated general obligation debt mill levy dedicated for the City's general obligation debt collected in 2012 is 1.914 mills. Property tax collections declined from \$2,995,990 in 2008 to \$2,874,816 in 2012. This was a decrease of \$121,174 or four percent. In 2012 the City collected \$2,874,816 or 10 percent of 2012 total taxes and 7.2 percent of total revenues from property taxes. The City budgeted \$2,898,000 for 2013; and collected \$2,871,756 through October 2013. The estimate for the year is \$2,898,000.

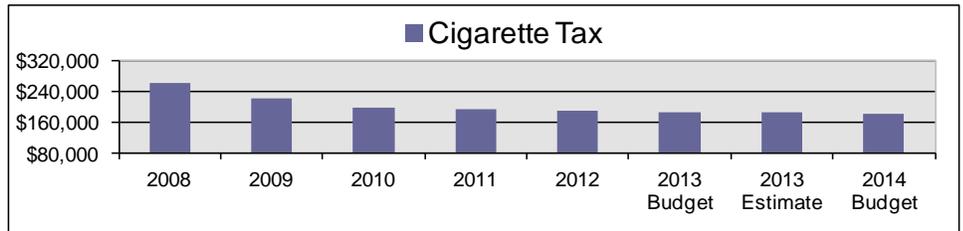
Specific ownership: These taxes are based on the age and type of motor vehicles, wheeled trailers, semi-trailers, etc. These taxes are collected by the County Treasurer and remitted to the City on the fifteenth day of the following month. The City collected \$316,242 in 2008 and \$243,293 in 2012



which is a decrease of \$72,949 or 23.1 percent. The City collected \$243,293 in 2012 which is less than one percent of total revenues and total taxes. The City budgeted \$230,000 for 2013 and collected \$201,070 through October 2013. The estimate for the year is \$230,000.

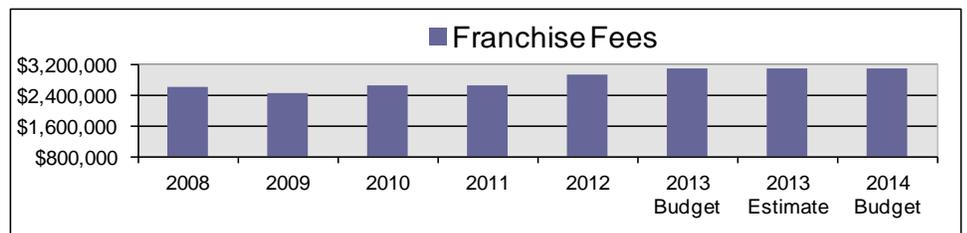
Cigarette Taxes: The State of Colorado levies a \$.20 per pack tax on cigarettes. The State distributes 46 percent of the gross tax to cities and towns based on the pro rata share of state sales tax collections in the previous year. These taxes have fallen

significantly in the past and continue to fall after the 2009 federal tax increase of approximately \$.62 per pack went into effect. This federal tax increase will fund the State Children’s Health Insurance Program (SCHIP). In 2008 the City collected \$261,743, but in 2012 the City collected \$189,618, which is a decrease of \$72,125 or 27.6 percent. These taxes accounted for less than one percent of total taxes and less than one percent of total revenues in 2012. The City budgeted \$184,000 for the year and collected \$161,029 through October 2013, which is \$6,488 or 4.2 percent more than the \$154,541 collected through October 2012. The estimate for the year is \$184,000.

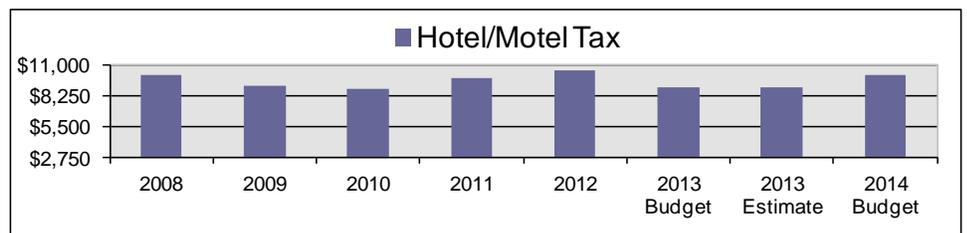


Franchise Fees: The City collects a number of taxes on various utilities. This includes franchise tax on water, sewer, and public services, as well as occupational tax on telephone services. The City collected \$2,588,214 in 2008 and \$2,930,888 in 2012, an increase of

\$342,674 or 13.2 percent. These taxes accounted for 10.2 percent of taxes and 7.4 percent of total revenues in 2012. The City budgeted \$3,067,552 for the year; collections through October totaled \$2,460,719 compared to \$2,241,019 collected during the same period last year. The estimate for the year is \$3,067,552.

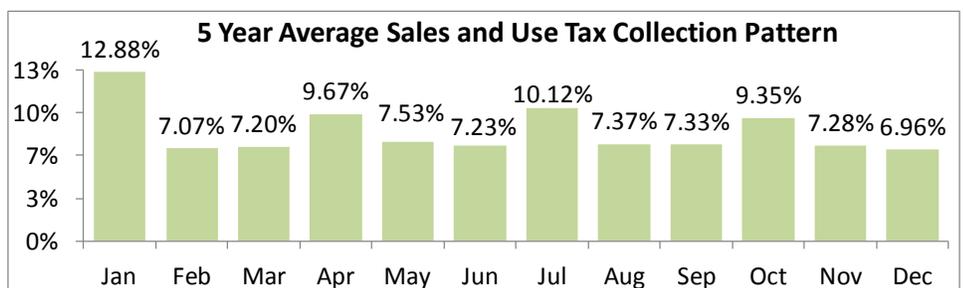
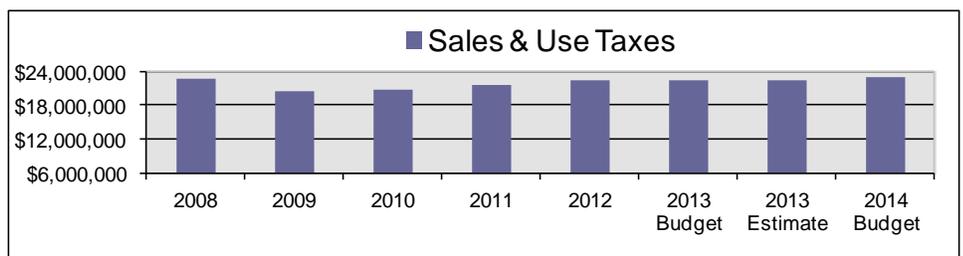


Hotel/Motel Tax: This tax is levied at two percent of the rental fee or price of lodging for under 30 days duration. The City budgeted \$9,000 for the year and has collected \$10,252 through October 2013. The estimate for the year is \$12,000.



Sales and Use Taxes Analysis

Sales and use taxes are the most important (and volatile) revenue sources for the City. Sales and use taxes generated 78.2 percent of all taxes and 56.4 percent of total revenues collected in 2012. In 2008, this tax generated \$22,617,767 for the City of Englewood; in 2012 the City collected \$22,363,618, a decrease of \$254,618 (1.1 percent). This tax is levied on the sale price of taxable goods. Sales tax is calculated by multiplying the sales price of taxable goods times the sales tax rate of 3.5 percent. Vendors no longer receive a fee for collecting and remitting their sales/use taxes. Taxes for the current month are due to the City by the twentieth day of the following month. The City budgeted \$22,336,277 for 2013. Sales



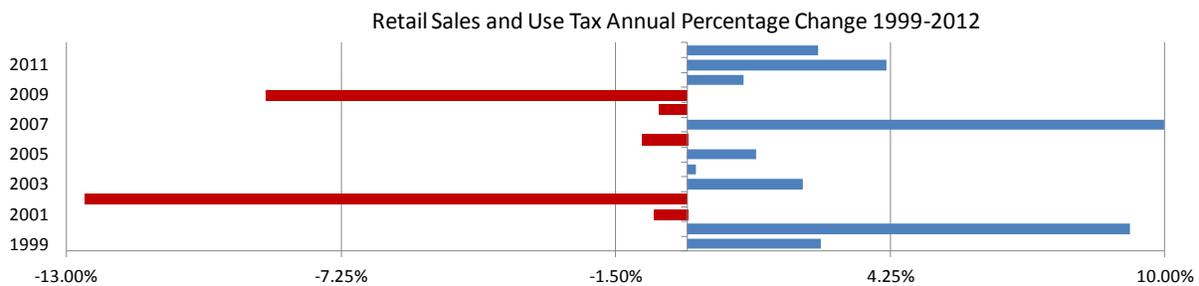
and Use Tax revenue (cash basis) through October 2013 was \$19,559,116 while revenue year-to-date for October 2012 was \$19,112,293, an increase of \$446,823 or 2.3 percent.

Collections (cash basis) for October 2013 were \$2,196,149 while collections for October 2012 and October 2011 were \$2,090,271 and \$2,038,138 respectively. October 2013 collections were 5.1 percent or \$105,878 more than October 2012 collections and \$157,822 or 7.7 percent more than October 2011 collections.

Based on the last five years of sales tax collection data, October contributes 85.7 percent of total year's sales tax collections; if this pattern holds this year, 14.3 percent is left to collect over the remainder of the year. Based on year-to-date collections, the City will collect an additional \$3,270,058 over the remainder of the year for a total of \$22,825,278. Collections through October were 102.3 percent of last October's collections. If this were applied to the entire year, the total collected would be \$22,883,718; the average of the two forecasts is \$22,854,498 (\$518,271 or 2.3 percent over the amount budgeted for the year). The estimate for the year has been increased to \$22,536,277.

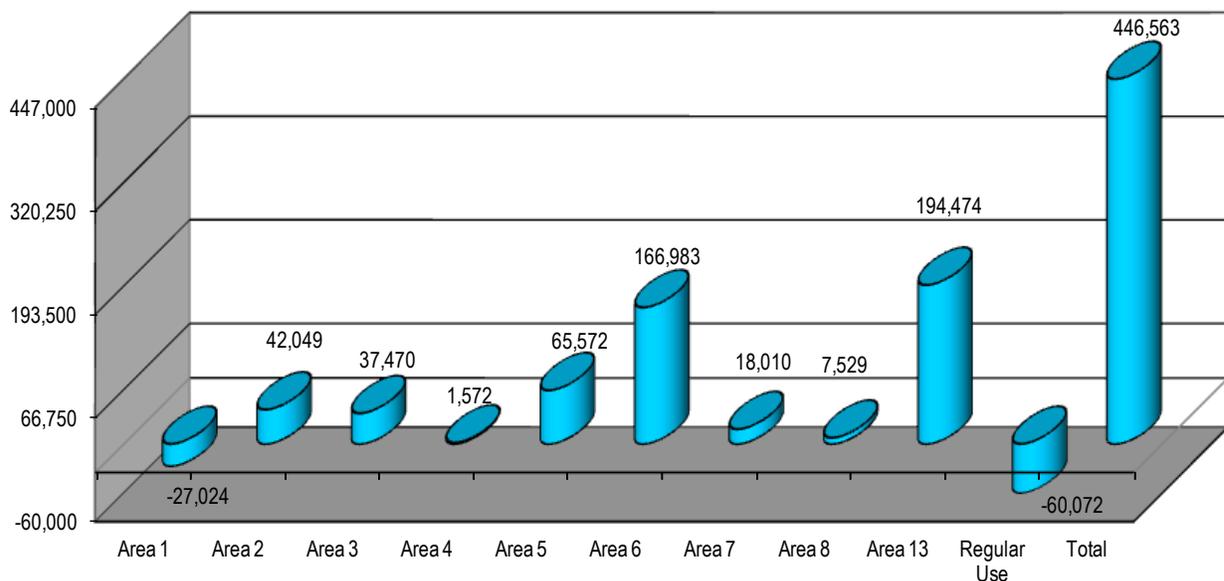
Outside City sales and use tax collections through October totaled \$6,466,323 equaling an increase of approximately \$18,010 from 2012 collections.

This revenue source tends to ebb and flow (often dramatically) with the economy, growing during economic expansions and contracting during downturns. The past three years of sales tax collections have been exceptionally erratic making it extremely difficult to make accurate short or long term forecasts. It is important to continually review and analyze sales and use tax data including trends in the various geographic areas of the City.



The next chart, "Change in Sales/Use Tax Collections by Area 2012 vs. 2011" provides for the month the annual sales and use tax increases and decreases in the various geographic areas. Economic conditions, judged by sales and use tax collections, appears to be a "mixed bag" with some geographic areas increasing and some decreasing compared to the same period last year.

Change in Sales/Use Tax Collections by Area 2013 vs 2012

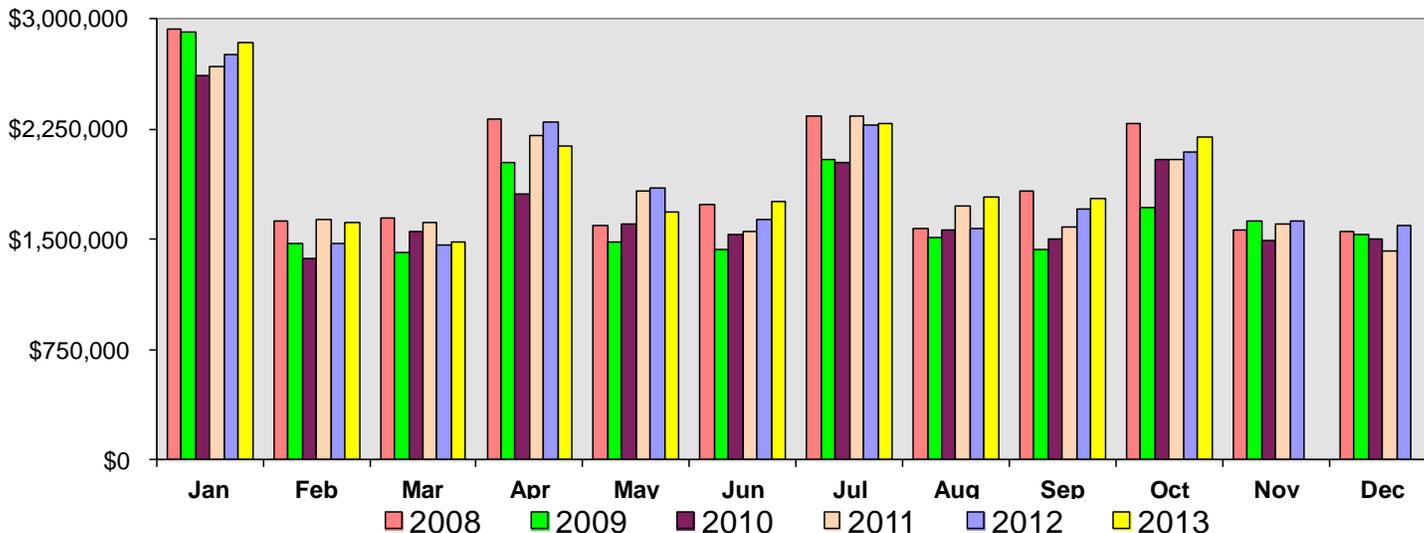


Please note that the geographic map of the sales tax areas was changed within the first quarter of 2012, and hopefully makes more sense. Some of the areas will look skewed until more comparable data is available in 2013. EURA Areas 9 & 10 and EURA Areas 11 & 12 were incorporated into Areas 1, 2 and 6. Specific changes include:

- Area 1 east boundary will change at Bannock St/Englewood Pkwy east to Acoma St south to Jefferson Ave/Hampden Ave/US 285
- Split the address down the middle of the streets for Area 2 and Area 3: Bannock St and Sherman St
- Split the address down the middle of the streets for Area 3 and Area 4: Belleview Ave, Fox St and Logan St
- The north and south side of the street included in Area 1: Jefferson Avenue
- The north and south side of the street included in Area 2: Jefferson Ave/Hampden Ave/US 285

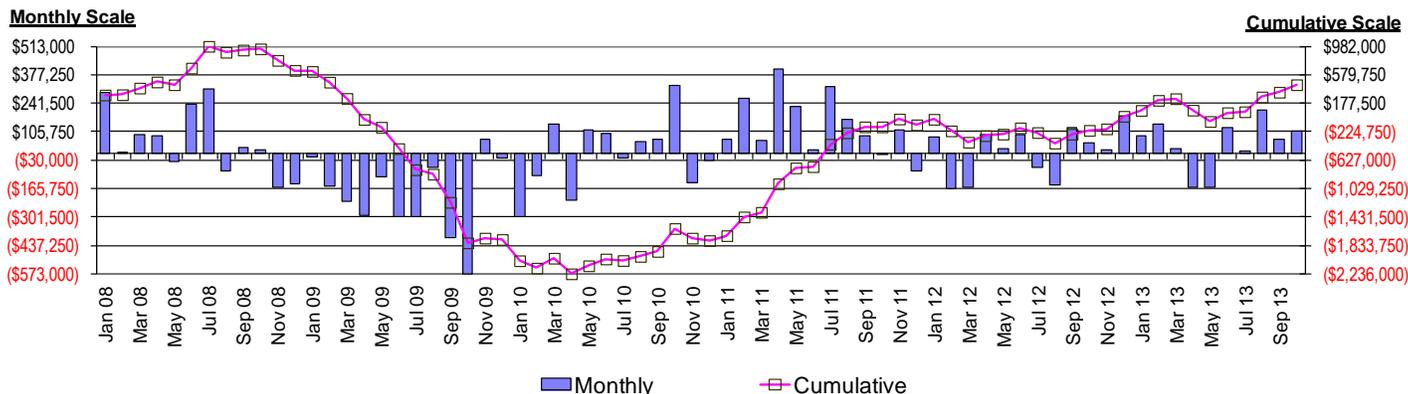
The bar graph below shows a comparison of monthly sales tax collections (cash basis) for 2008 through 2013.

2008-2013 YTD Sales/Use Tax Collections by Month - Cash Basis



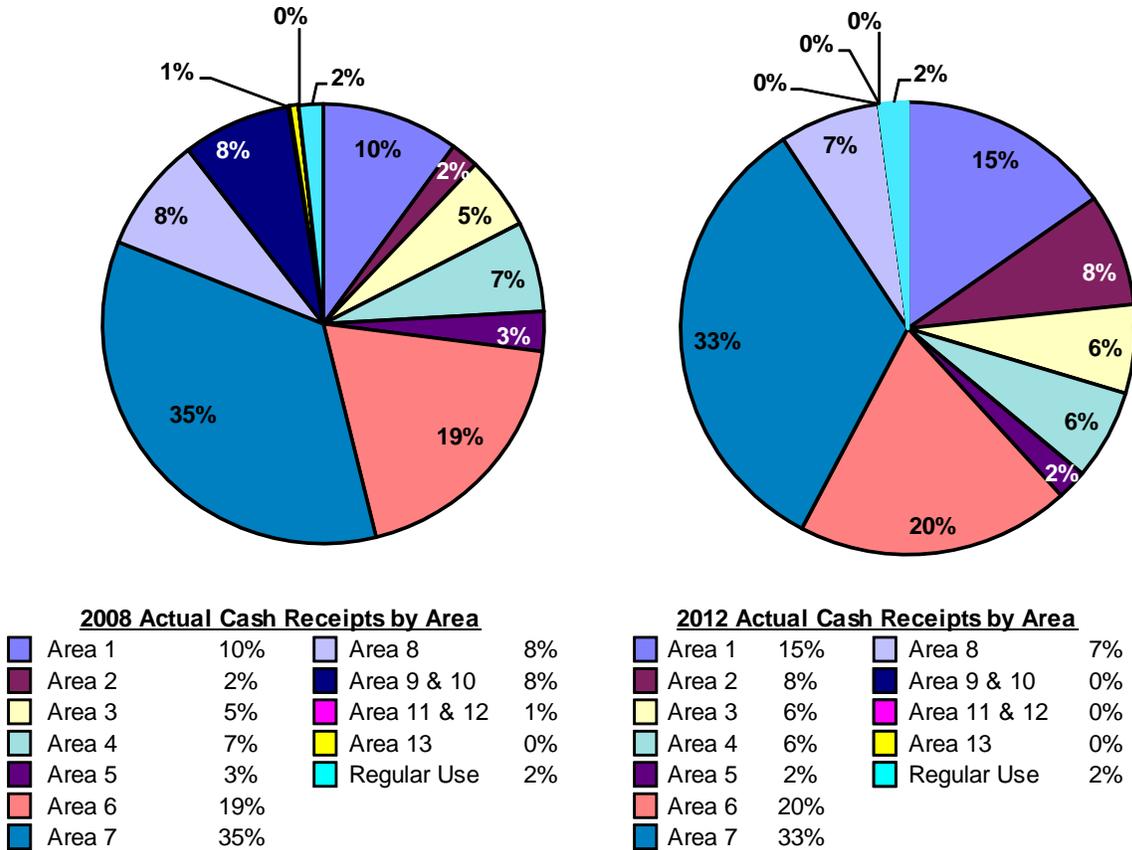
The next chart illustrates sales tax collections (cash basis) by month and cumulative for the years presented. For the period presented, the bar graph depicts the change in collections for a month as compared to the prior year, while the cumulative line graph is based on the beginning period monthly change in sales and use tax collections as adjusted by each consecutive month change.

2008 - 2013 Monthly Change Sales and Use Tax Receipts



Sales tax collections are reported by various geographic areas as illustrated in the following pie charts. These illustrate the changing collection patterns for 2008 and 2012.

Geographic Sales Tax Collection Areas



A brief description and analysis of the significant geographic areas follows:

Area 1: This geographic area accounts for the sales tax collections from CityCenter Englewood. CityCenter Englewood had collections of \$2,827,842 year-to-date or .95 percent less than was collected during the same period last year.

Area 4: This geographic area’s collections are about equal with last year.

Area 6: This geographic area is up 4.5 percent from last year.

Area 7: This geographic area records the outside city sales tax collections (Outside City). Outside City has been the geographic area responsible for much of the sales tax growth (and decline) in past years. Outside City collections have increased .3 percent from the same period last year. The chart below illustrates this area’s contribution to total sales and use taxes (cash basis) as well as total revenues since 2009 for collections through the month of October. The importance of Outside City has declined as a percentage of sales and use tax collections but it continues to remain an important impact on the City’s General Fund as illustrated by the following:

	2009	2010	2011	2012	2013
Total Sales and Use Taxes	17,427,099	17,581,905	19,189,471	19,108,659	19,555,221
Outside City Collections	5,641,682	5,483,588	6,988,391	6,448,313	6,466,323
Percentage of Total	32.4%	31.2%	36.4%	33.7%	33.1%
Total General Fund Revenues	31,009,500	31,020,190	33,042,293	34,014,766	34,519,416
Outside City Collections	5,641,682	5,483,588	6,988,391	6,448,313	6,466,323
Percentage of Revenues	18.2%	17.7%	21.1%	19.0%	18.7%

The City records the proceeds of some returns from Outside City into an unearned revenue (liability) account. The criteria staff uses to decide if proceeds should be placed in the unearned account is if a reasonable probability exists for another municipality to claim the revenue. This account currently has a balance of \$1,150,000 to cover intercity claims.

The City paid \$31,272 in refunds including intercity sales/use tax claims through October 2013 compared to \$157,010 through October 2012. At this time *potential* refunds total approximately \$1,500,000 for claims submitted to Englewood but not completed.

Area 8: This geographic area consists of collections from public utilities. Collections through October were about the same as last year. Weather conditions, energy usage conservation, and rising energy prices play an important role in revenue collections. Collections could increase or decrease if the remainder of the year is significantly hotter/colder than normal.

Area 13: This geographic area encompasses the Kent Place Development. Collections through October were \$194,474. Since this is the first year the area has collected taxes there are no previous collection history to compare to. If the year-to-date average monthly collection were projected for the year, total collections for the year will be approximately \$233,369. Estimating collections from this area will be difficult until more “stable” data is collected as residential tenants move on site. Also, not every sales tax generator was open at the beginning of the year so totals will change as collections are made for all venues over the next few years.

Other Sales Tax Related Information

Finance and Administrative Services Department collected \$107,704 in sales and use tax audit revenues and general collections of balances on account through the month of October 2013, this compares to \$123,425 collected in 2012 and \$187,641 collected in 2011.

Of the 59 sales tax accounts reviewed in the various geographic areas, 38 (64.4 percent) showed improved collections and 21 (35.6 percent) showed reduced collections this year compared to the same period last year.

The Department issued 324 new sales tax licenses through October 2013; 369 and 396 were issued through October 2012 and 2011 respectively.

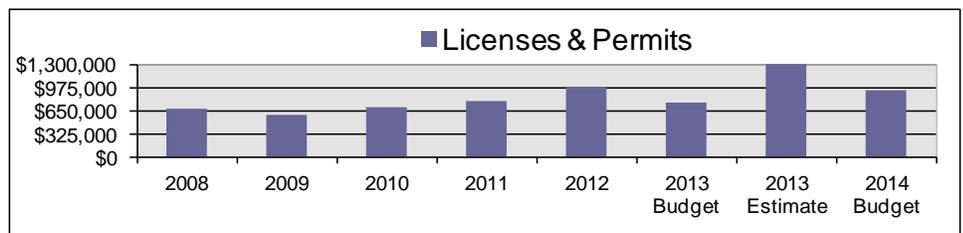
City records indicate that year-to-date 157 businesses closed (83 were outside the physical limits of Englewood) and 324 opened (204 of them were outside the physical limits of Englewood).

General Fund - Other Revenue

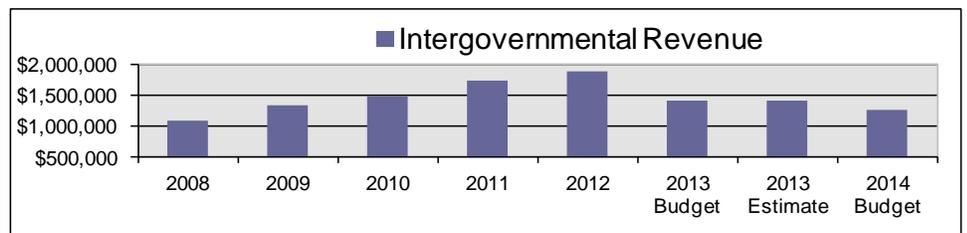
Other revenues (including McLellan rent) accounted for \$11,277,171 or 26.9 percent of the total revenues for 2012. The City budgeted \$10,325,270 for 2013.

The next page provides additional information on the significant revenue sources of the General Fund:

Licenses and Permits: This revenue category includes fees from business and building licenses and permits. This revenue source generated \$983,359 during 2012 or 2.5 percent of total revenue and 9.2 percent of total other revenue. This revenue source totaled \$671,609 in 2008 and increased to \$983,359 in 2012, a 46.4 percent increase. The City budgeted \$767,153 for 2013 and year-to-date collected \$1,322,419 or \$468,467 (54.9 percent) more than the \$853,952 collected through October 2012. The estimate for the year is \$1,400,000.



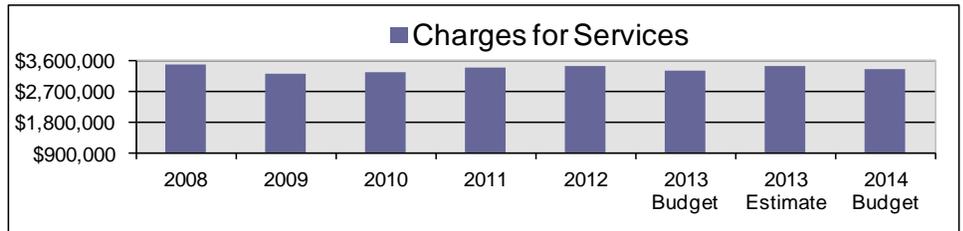
Intergovernmental Revenues: This revenue source includes state and federal shared revenues including payments in lieu of taxes. These revenues are budgeted at \$1,387,598 for 2013. This revenue source totaled \$1,079,285 in 2008 and the City collected \$1,865,722 in 2012, a 72.8 percent increase. The City collected \$1,093,301 through October 2013 this is \$361,009 (24.8 percent) less than the \$1,454,310 collected in the same period in 2012. The estimate for the year is \$1,387,598.



Charges for Services: This includes general government, public safety, fees for the administration of the utilities funds, court costs, highway and street and other charges. This revenue source is budgeted at \$3,277,773 for 2013.

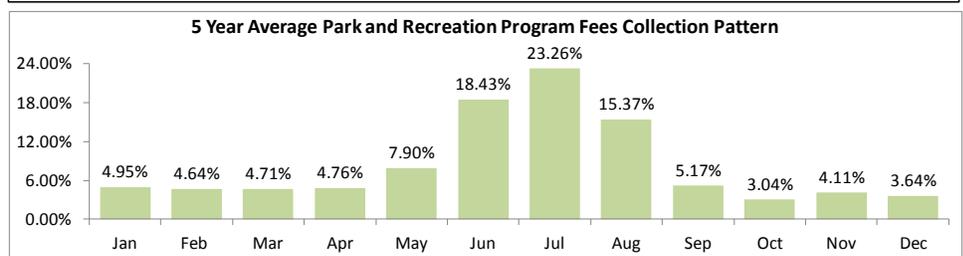
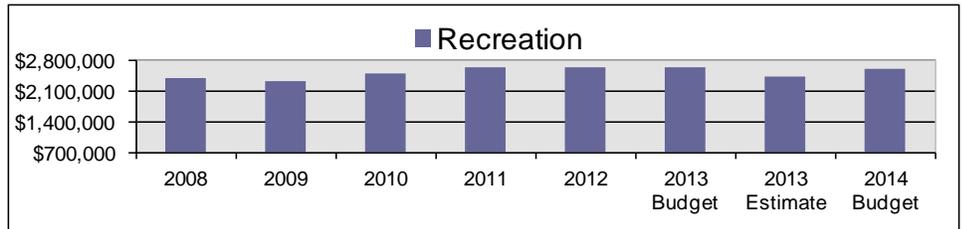
This revenue source totaled \$3,476,583

in 2008 and decreased to \$3,441,525 in 2012, a one percent decrease. Total collected year-to-date was \$2,719,340 or \$35,982 (1.3 percent) more than the \$2,683,358 collected year-to-date in 2012. The estimate for the year is \$3,440,000.

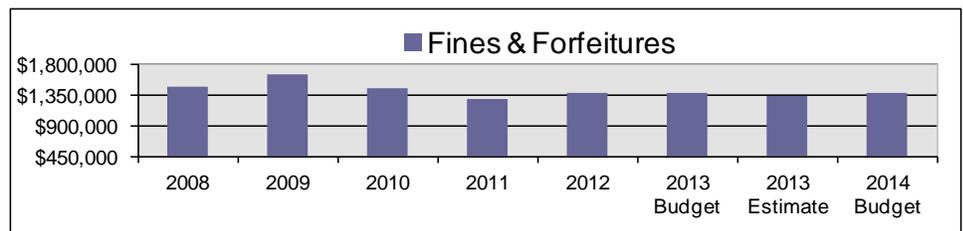


Recreation: This category of revenue includes the fees and charges collected from customers to participate in the various programs offered by the Parks and Recreation Department. This revenue source is budgeted at

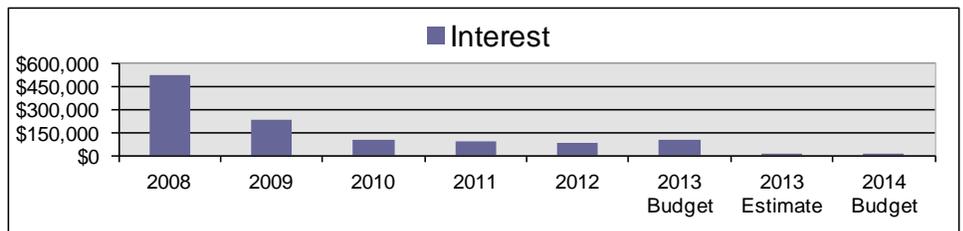
\$2,629,173 for 2013. This revenue source totaled \$2,364,758 in 2008 and increased to \$2,615,642 in 2012, a 10.6 percent increase. Total collections through October 2013 were \$2,241,976 compared to \$2,452,654 collected in 2012. The estimate for the year is \$2,430,000.



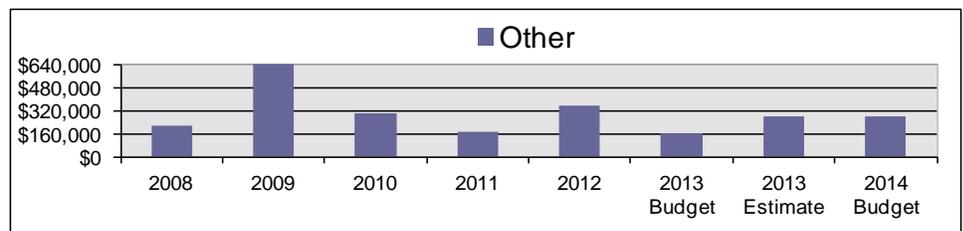
Fines and Forfeitures: This revenue source includes court, library, and other fines. The 2013 budget for this source is \$1,368,450. This revenue source totaled \$1,461,100 in 2008 and decreased to \$1,381,453 in 2012, a 5.4 percent decrease. Total collected year-to-date was \$1,118,467 or \$51,957 (4.4 percent) less than the \$1,170,424 collected in the same time period last year. The estimate for the year is \$1,320,000.



Interest: This is the amount earned on the City's cash investments. The 2013 budget for this source is \$100,000. This revenue source totaled \$520,325 in 2008 and decreased to \$84,045 in 2012, an 83.8 percent decrease. The City earned \$11,256 through October 2013; while the City earned \$69,700 through October 2012 due to rising interest rates reducing the value of the portfolio. The estimate for the year is \$20,000.



Other: This source includes all revenues that do not fit in another revenue category. The 2013 budget for this source is \$156,294. This revenue source totaled \$215,823 in 2008 and increased to \$354,130 in 2012, a 67 percent increase. Total collected year-to-date is \$277,838 (16.4 percent) less than the \$332,371 collected last year during the same period. The estimate for the year is \$300,000.



Economic Incentives

The City of Englewood uses economic incentives to attract and maintain businesses. Businesses are the City’s lifeblood, not only do they generate sales and property taxes but they provide employment and shopping opportunities for citizens.

Englewood Economic Development Incentives Granted

Business	Public Use of Incentive Funds
King Soopers (Federal and Bellevue)	Storm sewer replacement, water line improvements, access modifications and electrical line undergrounding.
Oxford LCP	Construct sidewalk enhancements in the public right of way.
Flood Middle School	Relocate City Ditch and sanitary sewer line, upgrade water line and underground electrical lines.
Restaurant at Englewood Market Place	Landscaping, maintenance and ADA ramp.
Cadence dba Broadbell LLC for Sprouts Farmers Market	Intersection and signalized intersection.

General Fund - Expenditures

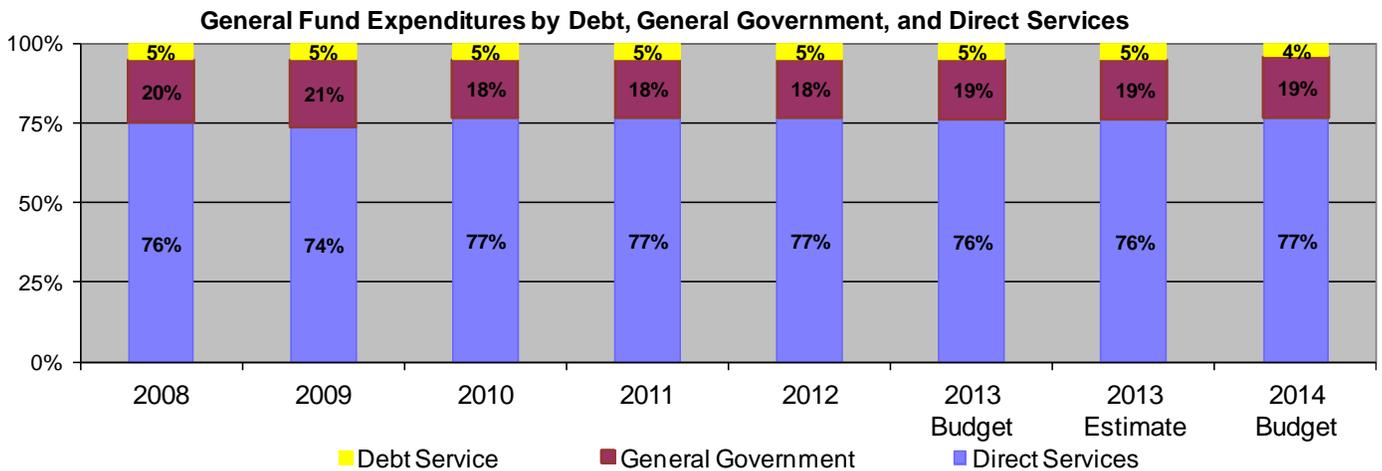
In 2006 the City adopted an outcome based budgeting philosophy. City Council and Staff outlined five outcomes to reflect, more appropriately, the desired result of the services delivered to the citizens of Englewood. The five outcomes identified are intended to depict Englewood as:

- ▶ A City that provides and maintains quality infrastructure,
- ▶ A safe, clean, healthy, and attractive City,
- ▶ A progressive City that provides responsive and cost efficient services,
- ▶ A City that is business friendly and economically diverse, and
- ▶ A City that provides diverse cultural, recreational, and entertainment opportunities.

Outcome based budgeting is an additional tool the City Council and staff use to better develop ways to serve our citizens. This type of budgeting is refined and reviewed on an on-going basis to help us better focus our resources in meeting the objectives of our citizens.

The City budgeted total expenditures at \$41,110,026 for 2013, this compares to \$40,265,587 and \$39,496,268 expended in 2012 and 2011 respectively. Budgeted expenditures for 2013 general government (City Manager, Human Resources, etc.) totals \$7,636,290 or 18.6 percent of the total. Direct government expenditures (Police, Fire, etc.) are budgeted at \$31,411,162 or 76.4 percent of the total. Debt service (fixed costs) payments are \$2,062,574 or five percent of the total. Total expenditures through October were \$32,850,007 compared to \$33,206,358 in 2012 and \$32,313,917 in 2011. The expenditure estimate for the year is \$40,798,398.

The chart below illustrates the breakdown of expenditures into debt service, general and direct government services.



The schedule on the next page provides the expenditure for each of the General Fund departments for the years 2008 through 2014 Budget.

Expenditure	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2013 Estimate	2014 Budget
General Government								
Legislation	350,254	346,044	309,870	298,731	316,043	330,436	331,187	354,570
City Manager	674,322	674,170	659,882	639,184	658,047	679,653	674,619	703,758
City Attorney	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	419,422	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
Contingencies	59,759	160,578	48,138	152,423	143,810	150,000	150,000	200,000
Contribution to Component Unit(s)	-	800,000	-	-	-	-	-	-
General Government Subtotal	7,648,789	8,332,196	7,068,723	7,215,089	7,286,227	7,636,290	7,550,647	7,812,457
Direct Services								
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	8,202,319
Library	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 and Recreation	5,916,449	5,727,968	5,811,809	5,717,147	5,649,246	5,711,776	5,593,051	5,804,158
Direct Services Subtotal	29,557,103	29,660,571	29,971,792	30,184,716	30,922,409	31,411,162	31,185,177	32,305,442
Debt Service								
Debt Service-Civiccenter	1,575,850	1,571,752	1,570,705	1,658,857	1,570,921	1,573,000	1,573,000	1,573,000
Debt Service-Other	233,456	233,456	290,122	437,606	486,030	489,574	489,574	435,820
Debt Service Subtotal	1,809,306	1,805,208	1,860,827	2,096,463	2,056,951	2,062,574	2,062,574	2,008,820
Total Expenditure	39,015,198	39,797,975	38,901,342	39,496,268	40,265,587	41,110,026	40,798,398	42,126,719
% Expenditure Change	2.35%	2.01%	-2.25%	1.53%	1.95%	2.10%	-0.76%	3.26%
Other Financing Uses								
Transfers Out	408,915	177,011	750,000	301,246	1,339,330	0	0	0
Total Other Financing Uses	408,915	177,011	750,000	301,246	1,339,330	0	0	0
Total Uses of Funds	39,424,113	39,974,986	39,651,342	39,797,514	41,604,917	41,110,026	40,798,398	42,126,719
% Uses of Funds Change	1.92%	1.40%	-0.81%	0.37%	4.54%	-1.19%	-0.76%	3.26%

The chart below provides per capita the General Fund expenditure information categorized into direct and general government services and debt service. Also provided is the per capita General Obligation Debt accounted for in the Debt Service Fund.

	2008	2009	2010	2011	2012	2013 Budget	2013 Estimate	2014 Budget
Population*	30,943	30,761	30,354	30,720	31,138	31,138	31,138	31,138
General Fund								
General Government Services	\$ 247	\$ 271	\$ 233	\$ 235	\$ 232	\$ 248	\$ 231	\$ 245
Direct Services	\$ 955	\$ 964	\$ 987	\$ 983	\$ 969	\$ 1,001	\$ 985	\$ 1,009
Public Works	\$ 168	\$ 168	\$ 169	\$ 171	\$ 169	\$ 175	\$ 162	\$ 170
Police	\$ 322	\$ 331	\$ 340	\$ 338	\$ 334	\$ 351	\$ 346	\$ 361
Fire	\$ 233	\$ 238	\$ 245	\$ 250	\$ 246	\$ 248	\$ 259	\$ 253
Library	\$ 41	\$ 41	\$ 42	\$ 37	\$ 37	\$ 40	\$ 38	\$ 40
Parks & Recreation	\$ 191	\$ 186	\$ 191	\$ 186	\$ 184	\$ 187	\$ 181	\$ 183
Debt Service	\$ 58	\$ 59	\$ 61	\$ 68	\$ 67	\$ 66	\$ 66	\$ 66
Total Expenditure Per Capita	\$ 1,261	\$ 1,294	\$ 1,282	\$ 1,286	\$ 1,268	\$ 1,315	\$ 1,283	\$ 1,320
Debt Service Fund								
General Obligation Debt Per Capita	\$ 36	\$ 36	\$ 36	\$ 31	\$ 31	\$ 31	\$ 31	\$ 36

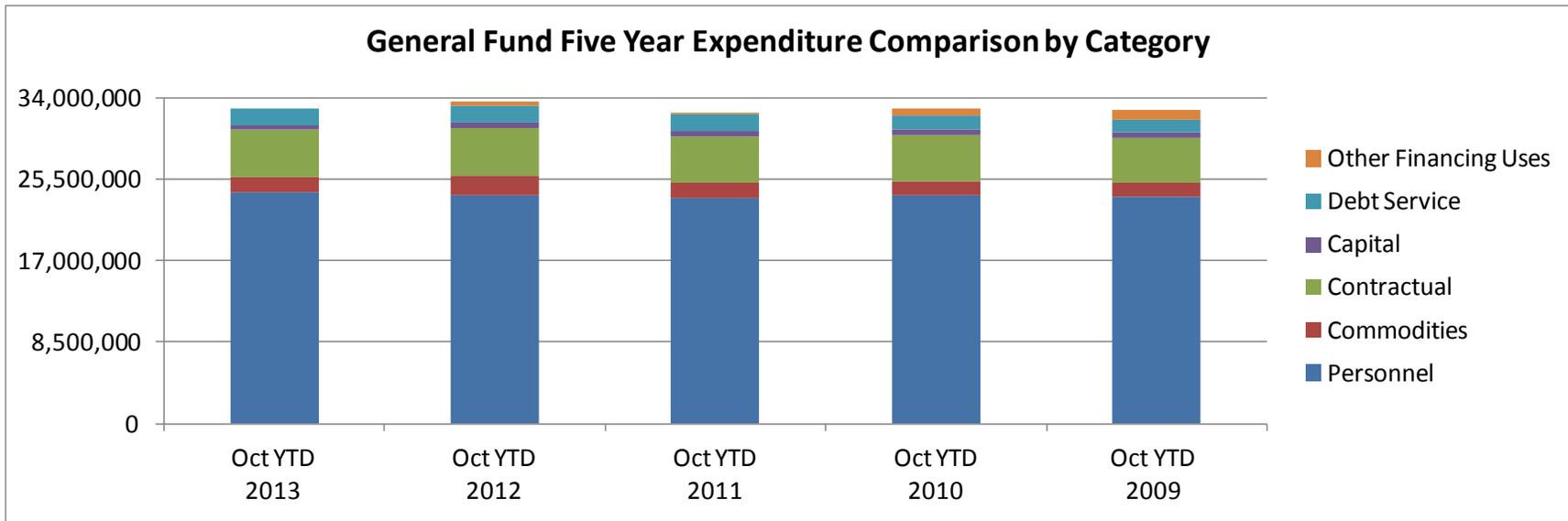
* Source: Colorado Department of Local Affairs Municipal Population Estimates By County

City of Englewood, Colorado

General Fund - Five Year Expenditure Comparison by Category

	Oct YTD 2013	YTD % Change	% of Total	Oct YTD 2012	YTD % Change	% of Total	Oct YTD 2011	YTD % Change	% of Total	Oct YTD 2010	YTD % Change	% of Total	Oct YTD 2009	% of Total
Personnel services														
Salaries and wages	17,824,903	-0.520%	43.359%	17,918,238	1.020%	44.103%	17,737,175	-2.010%	44.569%	18,100,756	-0.060%	45.650%	18,112,496	45.310%
Overtime	569,985	3.070%	1.386%	552,987	21.960%	1.361%	453,425	4.760%	1.139%	432,813	1.330%	1.092%	427,125	1.068%
Benefits	5,711,652	5.800%	13.894%	5,398,453	1.020%	13.287%	5,343,869	0.870%	13.428%	5,297,744	2.940%	13.361%	5,146,360	12.874%
Personnel services total	24,106,539	0.990%	58.639%	23,869,678	1.420%	58.751%	23,534,469	-1.250%	59.136%	23,831,313	0.610%	60.102%	23,685,980	59.252%
Commodities total	1,619,827	-17.840%	3.940%	1,971,517	27.480%	4.853%	1,546,487	11.510%	3.886%	1,386,893	-2.610%	3.498%	1,424,094	3.562%
Contractual services total	4,988,546	-0.220%	12.135%	4,999,416	1.430%	12.305%	4,929,014	1.330%	12.385%	4,864,320	3.030%	12.268%	4,721,453	11.811%
Capital total	480,897	-20.160%	1.170%	602,317	11.120%	1.482%	542,053	-3.450%	1.362%	561,397	12.040%	1.416%	501,077	1.253%
Total Expenditures	31,195,809	-0.790%	75.884%	31,442,929	2.920%	77.391%	30,552,023	-0.300%	76.769%	30,643,924	1.030%	77.283%	30,332,604	75.879%
Debt service total	1,654,199	-6.190%	4.024%	1,763,428	0.090%	4.340%	1,761,893	15.630%	4.427%	1,523,787	4.930%	3.843%	1,452,172	3.633%
Other financing uses total	0	0.000%	0.000%	434,000	0.000%	1.068%	52,815	0.000%	0.133%	750,000	0.000%	1.891%	977,011	2.278%
Total Uses of Funds	32,850,008	0.000%	79.908%	33,640,357	0.000%	82.800%	32,366,731	0.000%	81.329%	32,917,711	0.000%	83.018%	32,761,786	81.956%
Annual Total	41,110,026	1.185%		40,628,519	2.088%		39,797,514	0.369%		39,651,356	-0.810%		39,974,987	
YTD % of Annual Total	79.908%			82.800%			81.329%			83.018%			81.956%	

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General Fund - Transfers

The General Fund has provided funds to and has received funds from Special Revenue Funds, Capital Projects Funds, and Internal Service Funds in order to buffer temporary gaps in revenue and expenditure amounts. In 2013 the General Fund is not in the position to provide funding to the Capital Projects Funds but has received the following net transfers:

Source of Funds	2013 Budget Amount	2013 YTD Net Amount	2012 Net Annual Amount
Special Revenue Funds			
Neighborhood Stabilization Program Fund	\$ -	\$ -	\$ 202,396
Capital Project Funds			
Public Improvement Fund (PIF)	989,574	989,574	201,517
Internal Service Funds			
Central Services Fund	50,000	50,000	-
Servicenter Fund	100,000	100,000	100,000
Risk Management Fund	-	-	205,000
Employee Benefits Fund	-	-	(80,000)
Net Transfers In (Out) Total	\$ 1,139,574	\$ 1,139,574	628,913

In 2012, a transfer of funds originally from the Risk Management Fund to the General was transferred back to the Risk Management Fund from the General Fund in order to provide resources for current claims to be paid in the next several years. The liability reserve for the Risk Management Fund is calculated using the open claims report from CIRSA. The CIRSA Report provides an outstanding amount for each claim; the majority of the claims are well under \$150,000. The City is liable for all claims up to \$150,000 and CIRSA is responsible for amounts exceeding \$150,000 (deductible). The total estimated claims under \$150,000 make up the liability reserve. Because the liability reserve will be paid in the future, funds must be set aside to pay the claims. Accounting is only made aware of claim information and new liabilities when the CIRSA reports are received after the end of the year. It is extremely difficult to predict how many or how much each year's claims will be. The liability reserve is adjusted be from year-to-year as actual claim information is received.

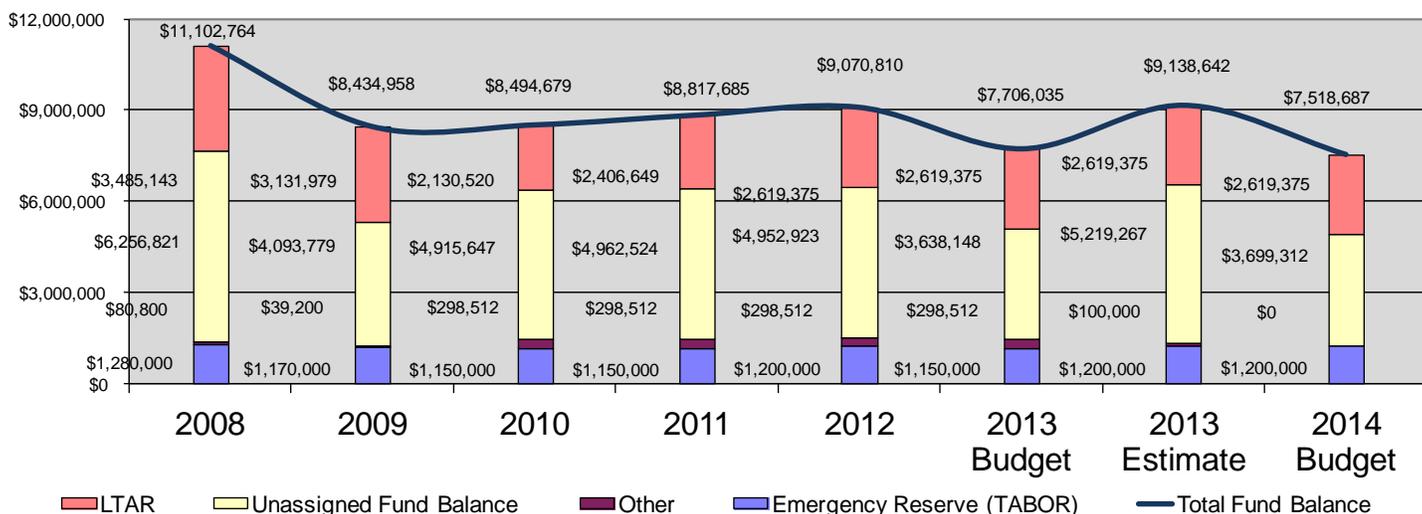
General Fund - Fund Balance

The City designates the fund balance into two categories, restricted and unrestricted. The portion of the fund balance which is restricted is referred to as the "Reserves" while the unrestricted portion is referred to as the unassigned fund balance. The unassigned fund balance represents funds the City sets aside for a "rainy day". Another way to view these unrestricted funds is as a stabilization fund, the intent of which is to smooth over unexpected fluctuations in revenues and expenditures. The fund balance is normally built up when revenues exceed expenditures. In the past, excess funds have been transferred out, usually for capital projects identified in the Multiple Year Capital Plan (MYCP). The estimated unassigned fund balance is not adequate to provide for a transfer from the General Fund to the capital projects funds.

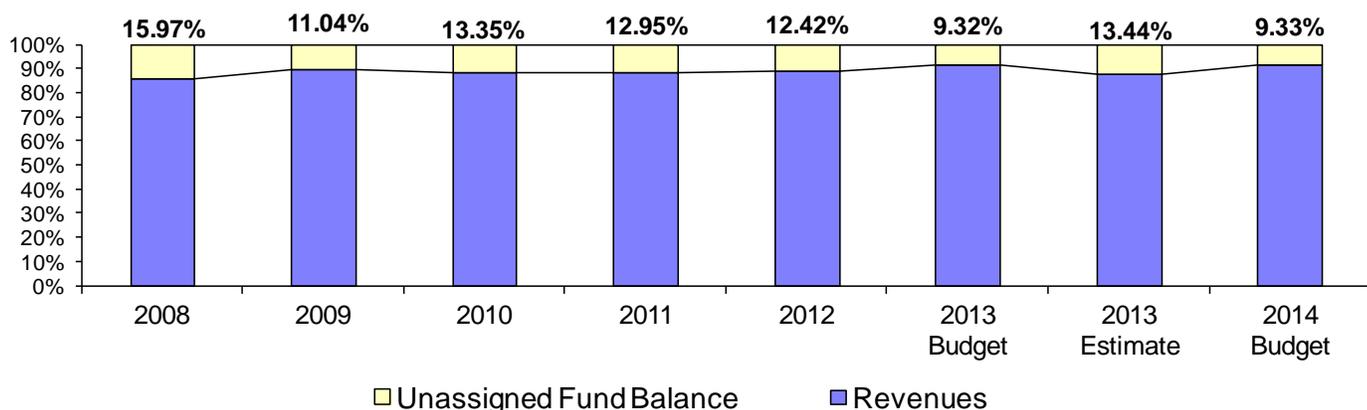
Long Term Asset Reserve (LTAR) At the 2008 Budget workshop, City Council discussed and directed staff to establish a General Fund reserve account to accumulate funds from the sale, lease, or earnings from long-term assets. It was also determined that these funds should be used in a careful, judicious and strategic manner. The funds restricted in this account are to be expended if the funds are appropriated in the annual budget or by supplemental appropriation. The balance at the end of October 2013 is \$2,619,375.

COPS Grant Reserve There is \$298,512 reserved to pay the City's required portion of the COPS Grant. The funds originated in the LTAR. This year, an estimated \$198,000 will be drawn down and the remaining \$100,512 will be drawn down in 2014. An additional \$131,488 will be needed to fund the program for all of 2014.

General Fund - Fund Balance



Unassigned Fund Balance As A Percentage of Revenue



The City's General Fund ended 2012 with total reserves of \$9,070,810, and an unassigned fund balance of \$4,952,923 or 12.42 percent of revenues or 12.3 percent of expenditures. The budgeted total reserves for 2013 are \$7,706,035 with an unassigned fund balance of \$3,638,148 or 9.2 percent of budgeted revenues or 8.9 percent of budgeted expenditures. Estimated total reserves for 2013 are \$9,276,242 with an unassigned fund balance of \$5,356,867 or 13.4 percent of estimated revenues or 13.1 percent of projected expenditures. The \$5,356,867 would allow the City to operate for approximately 47.7 days (using average daily estimated expenditures) if all other revenues and financing sources ceased. In these times of economic uncertainty, it is more important than ever to maintain reserves to help the City make up for revenue shortfalls and unexpected expenditure increases given that the one-time transfers made to the General Fund to help maintain reserves are no longer available.

PUBLIC IMPROVEMENT FUND OVERVIEW

The Public Improvement Fund (PIF) accounts for the City's "public-use" capital projects (e.g. roads, bridges, pavement, etc.). The PIF funding is from the collection of vehicle and building use taxes, intergovernmental revenues, interest income, and other miscellaneous sources.

Provided for your information is a table on the next page that illustrates the PIF Year-To-Date (YTD) revenues and expenditures for the years 2011 through 2013. The dollar and percentage change between each year is also provided. The Estimated Ending Fund Balance is included in order to account for the remaining PIF appropriation in addition to the remaining annual revenue anticipated for the fund.

Public Improvement Fund (PIF)	2013	2013 vs 2012 Increase (Decrease)		2012	2012 vs 2011 Increase (Decrease)		2011
YTD Revenues	\$ 3,125,877	\$ 853,128	37.54%	\$ 2,272,749	\$ 738,360	48.12%	\$ 1,534,389
YTD Expenditures	3,126,442	\$ 636,304	25.55%	2,490,138	\$ (1,198,516)	(32.49%)	3,688,654
Net Revenues (Expenditures)	\$ (565)	\$ 216,824		\$ (217,389)	\$ 1,936,876		\$ (2,154,265)
Beginning PIF Fund Balance	\$ 1,320,371			\$ 934,251			\$ 2,686,457
Ending PIF Fund Balance Before Remaining Annual Revenue and Appropriation	\$ 1,319,806			\$ 716,862			\$ 532,192
Plus: Remaining Annual Revenue	288,786			728,895			278,345
Less: Remaining Annual Appropriation	(832,341)			(867,449)			(520,326)
Estimated Ending Fund Balance	\$ 776,251			\$ 578,308			\$ 290,211
Unappropriated Fund Balance as of December 31,				\$ 540,125			\$ 274,179

The three main funding sources for the PIF are Vehicle Use Tax, Building Use Tax and Arapahoe County Road and Bridge Tax.

	2013 Estimate	2013 Adopted Budget	2013 YTD Actual	2013 Vs 2012		2012 YTD Actual	2012 Vs 2011		2011 YTD Actual
				Amount	%		Amount	%	
Vehicle Use Tax	\$ 1,300,000	\$ 1,200,000	\$ 1,062,671	\$ 125,301	13%	\$ 937,370	\$ 187,995	25%	\$ 749,375
Building Use Tax	\$ 1,804,475	\$ 1,804,475	\$ 1,703,768	\$ 1,002,360	143%	\$ 701,408	\$ 163,658	30%	\$ 537,750
Arapahoe County Road and Bridge Tax	\$ 198,528	\$ 197,000	\$ 178,675	\$ (791)	0%	\$ 179,466	\$ (2,526)	-1%	\$ 181,992

Vehicle Use Tax is based on the valuation of new vehicles purchased by City of Englewood residents. This tax is collected and remitted by Arapahoe County at the time the vehicle is registered. **Building Use Tax** is based on the valuation of building permits issued by the City of Englewood. These revenue sources are monitored periodically to determine the revision of the 2013 Estimate. **Arapahoe County Road and Bridge Tax** is restricted to the construction and maintenance of streets and bridges. This tax is based on a mill levy established by Arapahoe County multiplied by the City's assessed valuation multiplied by 50%.

2013 Year-To-Date City Funds At-A-Glance

(Please refer to "Funds Glossary" for a Brief Description of Funds and Fund Types)

	Beginning Balance	Revenue	Expenditure	Other Sources (Uses)	Restricted/ Committed Balance	Estimated Ending Balance
Governmental Fund Types (Fund Balance)						
General Fund	9,070,810	34,048,542	32,850,008	(993,101)	3,919,375	5,356,867
Special Revenue Funds						
Conservation Trust	1,229,649	250,848	19,790	(1,371,755)	-	88,952
Open Space	1,519,439	154,128	346,228	(1,131,226)	-	196,113
Neighborhood Stabilization Program	448,903	892,122	640,042	(700,983)	-	-
Donors	446,272	286,568	181,250	-	-	551,590
Community Development	-	211,199	233,567	22,367	-	-
Malley Center Trust	268,974	1,177	-	-	-	270,152
Parks & Recreation Trust	454,647	13,604	9,954	-	-	458,297
Debt Service Fund						
General Obligation Bond	55,625	936,312	144,969	-	-	846,968
Capital Projects Funds						
PIF	1,320,371	3,125,877	1,187,876	(2,482,120)	-	776,251
MYCP	865,986	(627)	417,425	(369,652)	-	78,282
Proprietary Fund Types (Funds Available Balance)						
Enterprise Funds						
Water	14,302,488	6,640,693	10,030,827	-	-	10,912,354
Sewer	4,030,164	14,175,147	12,107,472	-	1,000,000	5,097,839
Stormwater Drainage	1,059,080	306,396	105,722	-	102,500	1,157,253
Golf Course	928,210	1,844,856	1,628,558	13,419	215,773	942,155
Concrete Utility	352,983	816,259	790,093	-	-	379,149
Housing Rehabilitation	442,167	174,706	180,606	174,426	-	610,693
Internal Service Funds						
Central Services	184,905	292,818	288,236	(50,000)	-	139,486
ServiCenter	1,217,858	2,072,380	1,656,198	(200,000)	-	1,434,039
CERF	1,568,208	709,058	847,350	100,000	-	1,529,916
Employee Benefits	3,152	4,712,340	4,944,671	-	-	(229,180)
Risk Management	3,735	1,221,227	1,028,152	-	-	196,810

CLOSING

The Finance and Administrative Services Department staff works closely with the City Manager's Office and the various departments to help identify revenue and expenditure threats, trends and opportunities as well as strategies to balance revenues and expenditures. I will continue to provide Council with monthly reports. It is important to frequently monitor the financial condition of the City so City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

I plan to discuss this report with Council at an upcoming study session. If you have any questions regarding this report, I can be reached at **303.762.2401**.

FUNDS GLOSSARY

Capital Equipment Replacement Fund (CERF) – Accounts for the accumulation of funds for the scheduled replacement of City-owned equipment and vehicles.

Capital Projects Funds account for financial resources to be used for the acquisition and/or construction of major capital facilities (other than those financed by proprietary funds).

Central Services Fund – Accounts for the financing of printing services and for maintaining an inventory of frequently used or essential office supplies provided by Central Services to other departments of the City on a cost reimbursement basis.

Community Development Fund – Accounts for the **art** Shuttle Program which is funded in part by the Regional Transportation District (RTD). **art** provides riders free transportation to 19 stops connecting CityCenter Englewood, businesses in downtown Englewood, and the medical facilities in and near Craig Hospital and Swedish Medical Center.

Concrete Utility Fund – Accounts for revenues and expenses associated with maintaining the City's sidewalks, curbs and gutters.

Conservation Trust Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided primarily from State Lottery funds.

Debt Service Funds account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond and loan principal and interest from special assessment levies when the government is obligated in some manner for payment.

Donors' Fund – Accounts for funds donated to the City for various specified activities.

Employee Benefits Fund – Accounts for the administration of providing City employee benefit programs: medical, dental, life, and disability insurance.

Enterprise Funds account for operations that: (a) are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the City Council has decided that periodic determination of revenue earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management controls, accountability or other purposes.

Fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

General Obligation Bond Fund – Accounts for the accumulation of monies for payment of General Obligation Bond principal and interest.

Golf Course Fund – Accounts for revenues and expenses associated with the operations of the Englewood Municipal Golf Course.

Governmental Funds distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). These funds focus on the near-term *inflows and outflows of spendable resources*, as well as on balances of spendable resources available at the end of the year.

Housing Rehabilitation Fund – Accounts for revenues and expenses associated with the City's housing rehabilitation program.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

MOA – Museum of Outdoor Arts

Malley Center Trust Fund – Accounts for a trust established by Elsie Malley to be used for the benefit of the Malley Senior Recreation Center.

FUNDS GLOSSARY

Multi-Year Capital Projects Fund (MYCP) - Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily with transfers from other City Funds.

Neighborhood Stabilization Program Fund – Accounts for the federal grant awarded to acquire, rehabilitate and resale approximately eleven foreclosed residential properties located in the City.

Open Space Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided from the Arapahoe County Open Space Sales Tax of .25%. The Open Space Tax was created on January 1, 2004 and expires on December 31, 2023.

Parks and Recreation Trust Fund – Accounts for a trust established by the City, financed primarily by donations, to be used exclusively for specific park and recreation projects.

Proprietary Funds account for operations that are financed and operated in a manner similar to private business enterprises. It is the intent that the cost of providing such goods or services will be recovered through user charges.

Public Improvement Fund (PIF) – Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily from building and vehicle use taxes.

Risk Management Fund – Accounts for the administration of maintaining property and liability and workers' compensation insurance.

ServiCenter Fund – Accounts for the financing of automotive repairs and services provided by the ServiCenter to other departments of the City, or to other governmental units, on a cost reimbursement basis.

Sewer Fund – Accounts for revenues and expenses associated with providing wastewater services to the City of Englewood residents and some county residents.

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Storm Drainage Fund – Accounts for revenues and expenses associated with maintaining the City's storm drainage system.

Water Fund – Accounts for revenues and expenses associated with providing water services to City of Englewood residents.

General Fund Comparative Revenue, Expenditure & Fund Balance Report

as of October 31, 2013

Percentage of Year Completed = 83%

Fund Balance January 1	\$ 8,626,388	\$ 9,070,810	\$ 9,070,810	\$ 8,817,685	\$ 8,817,685	\$ 8,494,679	\$ 8,494,679			
	2013				2012			2011		
	Budget	Oct-13	% Budget	YE Estimate	Dec-12	Oct-12	% YTD	Dec-11	Oct-11	% YTD
Revenues										
Property Tax	2,898,000	2,871,756	99.09%	2,898,000	2,874,816	2,840,444	98.80%	2,994,213	2,956,191	98.73%
Specific Ownership Tax	230,000	201,070	87.42%	230,000	243,293	184,701	75.92%	246,062	189,819	77.14%
Sales & Use Taxes	22,336,277	19,559,116	87.57%	22,536,277	22,363,618	19,112,293	85.46%	21,737,110	18,600,302	85.57%
Cigarette Tax	184,000	161,029	87.52%	184,000	189,618	154,541	81.50%	190,763	156,363	81.97%
Franchise Fees	3,067,552	2,460,719	80.22%	3,067,552	2,930,888	2,241,019	76.46%	2,631,393	2,074,725	78.85%
Hotel/Motel Tax	9,000	10,252	113.91%	12,000	10,395	8,588	82.62%	9,820	8,418	85.72%
Licenses & Permits	767,153	1,322,419	172.38%	1,400,000	983,359	853,952	86.84%	778,536	603,399	77.50%
Intergovernmental Revenue	1,387,598	1,093,301	78.79%	1,387,598	1,865,722	1,454,310	77.95%	1,724,807	1,606,892	93.16%
Charges for Services	3,277,773	2,719,340	82.96%	3,440,000	3,441,525	2,683,358	77.97%	3,384,318	2,710,250	80.08%
Recreation	2,629,173	2,241,976	85.27%	2,430,000	2,615,642	2,452,654	93.77%	2,635,221	2,446,040	92.82%
Fines & Forfeitures	1,368,450	1,118,467	81.73%	1,320,000	1,381,453	1,170,424	84.72%	1,284,758	1,080,789	84.12%
Interest	100,000	11,256	11.26%	20,000	84,045	69,700	82.93%	91,034	79,854	87.72%
EMRF Rents	638,829	470,877	73.71%	638,829	551,295	456,411	82.79%	425,159	345,577	81.28%
Miscellaneous	156,294	277,838	177.77%	300,000	354,130	332,371	93.86%	173,381	183,674	105.94%
Total Revenues	39,050,099	34,519,416	88.40%	39,864,256	39,889,799	34,014,766	85.27%	38,306,575	33,042,293	86.26%
Expenditures										
Legislation	330,436	174,803	52.90%	331,187	316,043	198,029	62.66%	298,731	211,861	70.92%
City Attorney	783,147	584,919	74.69%	824,661	712,036	579,157	81.34%	706,841	573,546	81.14%
Court	962,993	752,889	78.18%	971,518	886,249	724,431	81.74%	848,775	697,317	82.16%
City Manager	679,653	555,285	81.70%	674,619	658,047	538,116	81.77%	639,184	529,369	82.82%
Human Resources	481,392	337,286	70.06%	460,237	469,343	378,978	80.75%	430,792	355,848	82.60%
Financial Services	1,583,684	1,228,862	77.60%	1,560,053	1,464,305	1,199,655	81.93%	1,446,313	1,178,676	81.50%
Information Technology	1,340,211	1,077,908	80.43%	1,330,425	1,373,943	1,072,567	78.06%	1,332,766	1,097,099	82.32%
Public Works	5,308,257	4,268,916	80.42%	5,234,717	5,202,903	4,474,680	86.00%	5,259,875	4,164,379	79.17%
Fire Department	7,889,065	6,475,334	82.08%	7,952,582	8,100,554	6,553,338	80.90%	7,666,842	6,206,885	80.96%
Police Department	11,250,771	9,216,124	81.92%	11,224,012	10,788,935	8,848,390	82.01%	10,395,239	8,443,187	81.22%
Community Development	1,324,774	878,583	66.32%	1,247,947	1,262,451	1,032,813	81.81%	1,359,264	1,114,347	81.98%
Library	1,251,293	946,671	75.66%	1,180,815	1,180,771	943,996	79.95%	1,145,613	924,675	80.71%
Recreation	5,711,776	4,612,017	80.75%	5,593,051	5,649,246	4,781,547	84.64%	5,717,147	4,910,188	85.89%
Debt Service	2,062,574	1,656,024	80.29%	2,062,574	2,056,951	1,766,284	85.87%	2,096,463	1,762,388	84.06%
Contingency	150,000	84,386	56.26%	150,000	143,810	114,377	79.53%	152,423	144,152	94.57%
Total Expenditures	41,110,026	32,850,007	79.91%	40,798,398	40,265,587	33,206,358	82.47%	39,496,268	32,313,917	81.82%
Excess revenues over (under) expenditures	(2,059,927)	1,669,409	-81.04%	(934,142)	(375,788)	808,408		(1,189,693)	728,376	
Net transfers in (out)	1,139,574	1,139,574	100.00%	1,139,574	628,913	1,534,243	243.95%	1,512,699	1,450,575	95.89%
Total Fund Balance	\$ 7,706,035	\$ 11,879,793	154.16%	\$ 9,276,242	\$ 9,070,810	\$ 11,160,336	123.04%	\$ 8,817,685	\$ 10,673,630	121.05%

Fund Balance Analysis

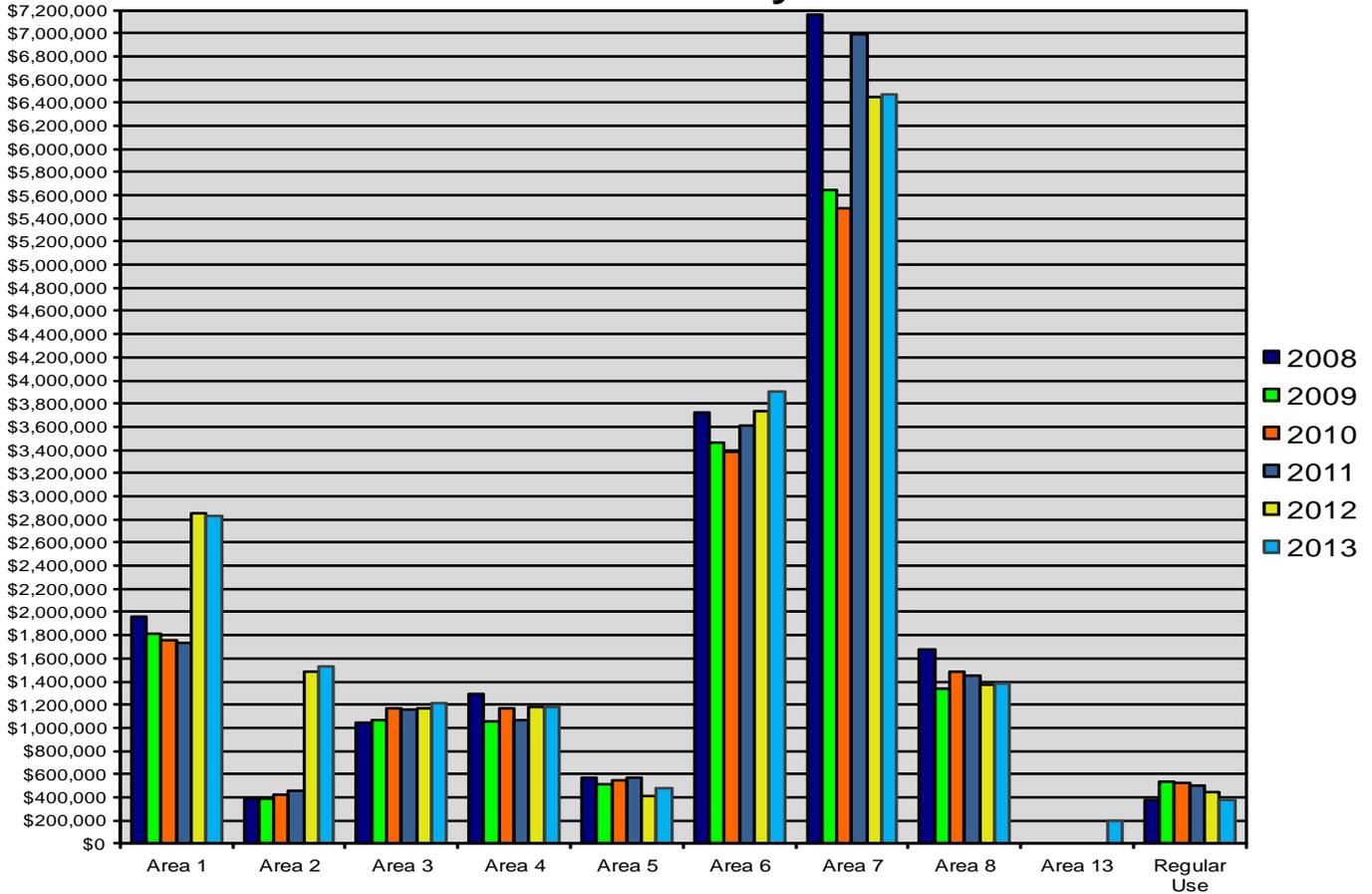
Total Fund Balance	\$ 7,706,035	\$ 11,879,793	\$ 9,276,242	\$ 9,070,810	\$ 8,817,685
Restricted Fund Balance					
-Emergencies (TABOR)	1,150,000	1,200,000	1,200,000	1,200,000	1,150,000
Committed Fund Balance					
-LTAR	2,619,375	2,619,375	2,619,375	2,619,375	2,406,649
-COPS Grant	298,512	118,757	100,000	298,512	298,512
Restricted/Committed	\$ 4,067,887	\$ 3,938,132	\$ 3,919,375	\$ 4,117,887	\$ 3,855,161
Estimated Unassigned Fund Balance	\$ 3,638,148	\$ 7,941,661	\$ 5,356,867	\$ 4,952,923	\$ 4,962,524
As a percentage of projected revenues	9.13%	19.92%	13.44%	12.42%	12.95%
As a percentage of projected expenditures	8.92%	19.47%	13.13%		
Target	3,905,010	-	5,857,515		

**Sales & Use Tax Collections Year-to-Date Comparison
for the month of October 2013**

Cash Basis

	2008	% Change	2009	% Change	2010	% Change	2011	% Change	2012	% Change	2013	% Change
Area 1	1,960,354	-1.23%	1,810,165	-8.80%	1,752,431	-10.61%	1,734,388	-1.03%	2,854,866	64.60%	2,827,842	-0.95%
Area 2	388,445	2.98%	385,664	-2.25%	424,928	9.39%	457,931	7.77%	1,489,905	225.36%	1,531,954	2.82%
Area 3	1,048,199	-0.82%	1,070,072	1.24%	1,163,366	10.99%	1,155,586	-0.67%	1,173,520	1.55%	1,210,989	3.19%
Area 4	1,288,261	-14.00%	1,056,591	-29.47%	1,173,986	-8.87%	1,068,286	-9.00%	1,179,358	10.40%	1,180,930	0.13%
Area 5	566,120	-11.70%	518,074	-19.19%	546,085	-3.54%	569,542	4.30%	413,690	-27.36%	479,262	15.85%
Area 6	3,728,579	7.43%	3,462,618	-0.23%	3,386,598	-9.17%	3,608,456	6.55%	3,736,687	3.55%	3,903,670	4.47%
Area 7	7,158,821	1.61%	5,641,682	-19.92%	5,483,588	-23.40%	6,988,391	27.44%	6,448,313	-7.73%	6,466,323	0.28%
Area 8	1,677,371	14.82%	1,335,413	-8.59%	1,487,713	-11.31%	1,447,613	-2.70%	1,372,598	-5.18%	1,380,127	0.55%
Area 13							0	0.00%	0	0.00%	194,474	0.00%
Regular Use	373,755	49.14%	535,947	113.86%	529,342	41.63%	502,366	-5.10%	439,723	-12.47%	379,651	-13.66%
Subtotal	18,189,905	9.25%	15,816,227	-5.01%	15,948,037	-12.32%	17,532,558	9.94%	19,108,659	8.99%	19,555,221	2.34%
Area 9 and 10	1,546,709	47.77%	1,489,994	-3.67%	1,513,458	1.57%	1,531,264	1.18%	0	-100.00%	0	0.00%
Area 11 and 12	129,252	46.33%	120,878	-6.48%	120,410	-0.39%	125,649	4.35%	0	-100.00%	0	0.00%
Subtotal	1,675,962	47.66%	1,610,872	-3.88%	1,633,868	1.43%	1,656,914	1.41%	0	-100.00%	0	0.00%
Total	19,865,867	11.70%	17,427,099	-12.28%	17,581,905	0.89%	19,189,471	9.14%	19,108,659	-0.42%	19,555,221	2.34%
Refunds	487,132	101.40%	266,452	-45.30%	199,682	-25.06%	44,602	-77.66%	157,010	252.02%	31,351	-80.03%
Audit & Collections Revenue**	676,794	35.71%	465,506	-31.22%	373,417	-19.78%	187,641	-49.75%	123,425	-34.22%	111,704	-9.50%
**included Above												
Unearned Sales Tax	650,000	0.00%	600,000	-7.69%	600,000	0.00%	1,100,000	83.33%	1,150,000	4.55%	1,150,000	0.00%
Building Use	694,855	-63.46%	269,142	-61.27%	495,882	84.25%	537,750	8.44%	701,408	30.43%	1,703,768	142.91%
Vehicle Use	1,122,225	-4.01%	808,266	-27.98%	765,700	-5.27%	820,062	7.10%	1,045,545	27.50%	1,185,582	13.39%

October YTD Collections by Area 2008-2013



Area Descriptions

Area 1 - CityCenter (Formerly Cinderella City)

Area 2 - S of Yale, north & south side of Jefferson Ave/US 285 between Bannock and Sherman

Area 3 - S of Jefferson Ave/US 285 between Bannock & Sherman and north side of Belleview between Logan & Delaware

Area 4 - Broadway and Belleview (Between Fox and Sherman and south side of Belleview and to the Southern City Limits)

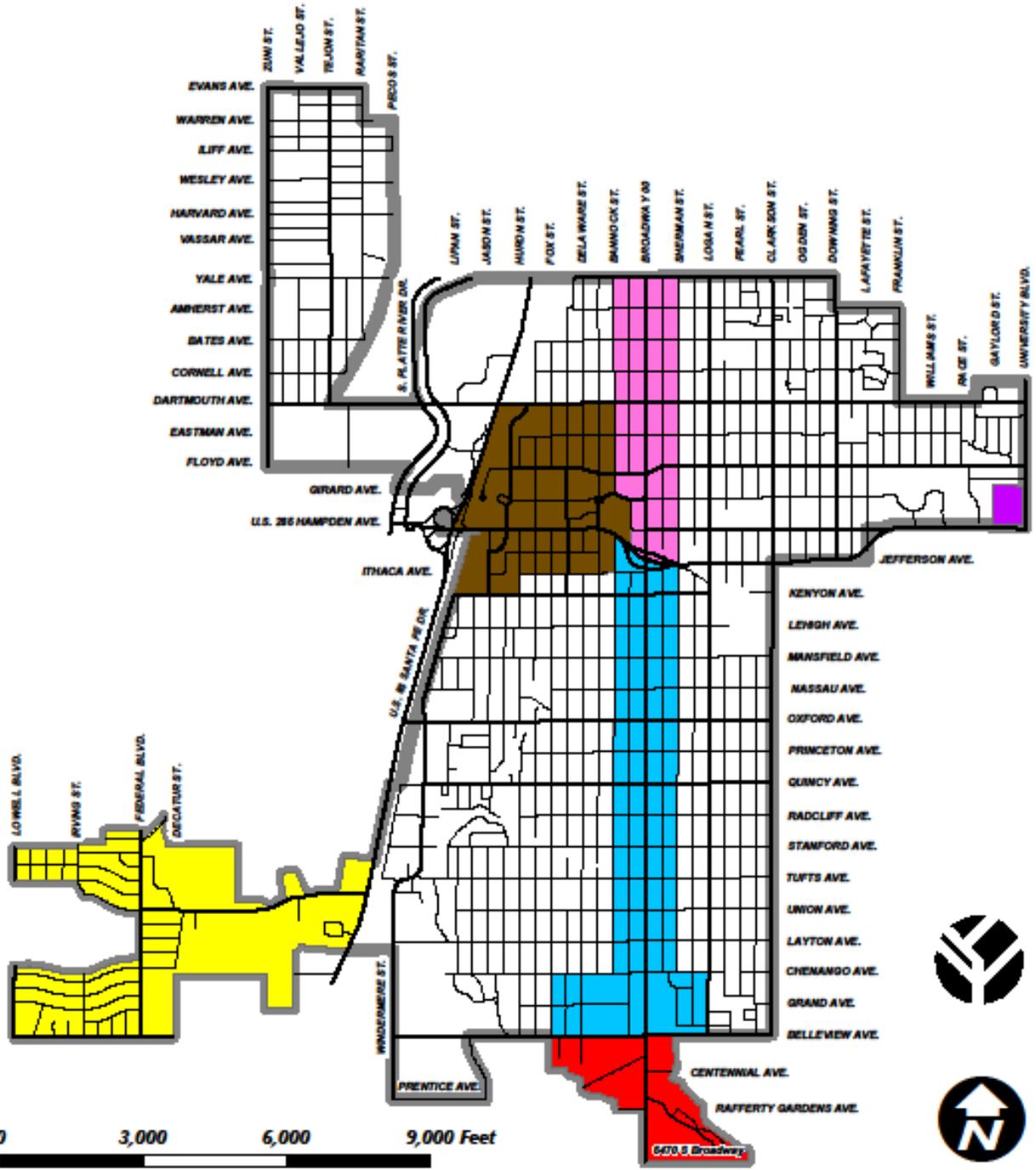
Area 5 - Federal and Belleview W of Santa Fe

Area 6 - All other City locations

Area 7 - Outside City limits

Area 8 - Public Utilities

Area 13 - Hampden Avenue (US 285) and University Boulevard



City of Englewood, Colorado: Sales Tax Areas

- | | | |
|---------|---------|--------------------------|
| Area 1* | Area 4 | Arterials and Collectors |
| Area 2* | Area 5 | Local Streets |
| Area 3 | Area 13 | Englewood City Limits |

Areas Not Depicted on Map:
 Area 6 - Other City Locations* Area 7 - Outside City Limits Area 8 - Public Utilities
 * Includes EURA designated Areas 9, 10, 11, & 12



City of Englewood

MEMORANDUM

TO: Mayor Penn and Members of City Council

THROUGH: Gary Sears, City Manager

FROM: Sue Carlton-Smith, Executive Assistant

DATE: November 20, 2013

SUBJECT: City Council Memberships on various Boards & Commissions

City Council reviews their memberships on the various boards and commission after every election or new appointments. Listed below are the boards, commissions, authorities and outside agency committees that involve City Council participation. Current memberships are reflected as well as meeting times. The first group is a list of vacancies and the second group includes all the remaining boards, commissions, authorities and outside agencies.

If you have any questions, please let me know.

Board/Commission	Meeting Times	Current Member	New Member
Malley Center Trust Fund	Three times a year or as needed	Available	
Non-Emergency Retirement Board	4:00 p.m. 2 nd Tuesday Quarterly	Available	
Transportation Advisory Committee	6:30 p.m. 2 nd Thursday Bi-Monthly	Available	
Urban Renewal Authority	6:30 p.m. 2 nd Wednesday Monthly	Available	
Water and Sewer Board	5:00 p.m. 2 nd Tuesday Monthly	Available	
Greater Englewood Chamber of Commerce	7:30 a.m. 2 nd Tuesday Monthly	Available	
South Metro Chamber EDG	7:30 a.m. 2 nd Thursday Monthly	Available	

Board/Commission	Meeting Times	Current Member	New Member
Alliance for Commerce in Englewood	11:30 a.m. - 2 nd Thursday Monthly	Joe Jefferson	
Code Enforcement Advisory Committee	6:30 p.m. - 3 rd Wednesday Odd Number Months	Bob McCaslin	
Code Enforcement Advisory Committee	6:30 p.m. - 3 rd Wednesday Odd Number Months	Rick Gillit	
Cultural Arts Commission	5:45 p.m. - 1 st Wednesday Monthly	Jill Wilson	
Firefighters Pension Board	4:00 p.m. - 2 nd Thursday Quarterly	Mayor required by Charter - Randy Penn	
Keep Englewood Beautiful	6:30 p.m. - 2 nd Tuesday Monthly	Bob McCaslin	
Parks and Recreation Commission	5:30 p.m. 2 nd Thursday Monthly	Bob McCaslin	
Police Pension Board	2:30 p.m. 2 nd Thursday Quarterly	Mayor required by Charter -Randy Penn	
Public Library Board	7:00 p.m. 2 nd Tuesday Monthly	Jill Wilson	
Water and Sewer Board	5:00 p.m. 2 nd Tuesday Monthly	Mayor required by Charter - Randy Penn	
Water and Sewer Board	5:00 p.m. 2 nd Tuesday Monthly	Linda Olson	
CML Policy Committee - Delegate	Day Meeting 3 meetings a year	Linda Olson	
CML Policy Committee - Alternate	Day Meeting 3 meetings a year	Randy Penn	
DRCOG - Delegate	6:30 p.m. 3 rd Wednesday Monthly	Randy Penn	
DRCOG - Alternate	6:30 p.m. 3 rd Wednesday Monthly	Joe Jefferson	

Board/Commission	Meeting Times	Current Member	New Member
School/City Committee	Bi-Monthly	Bob McCaslin	
School/City Committee	Bi-Monthly	Rick Gillit	
Swedish/City Committee	Quarterly	Linda Olson	
Swedish/City Committee	Quarterly	Rick Gillit	
Tri-Cities Planning Committee	Quarterly	Linda Olson	
Tri-Cities Planning Committee	Quarterly	Bob McCaslin	

Memorandum

To: Mayor Randy Penn and City Council
Through: Gary Sears, City Manager
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: November 20, 2013
Re: November 25, 2013 Study Session – Use of SBEBID funds

The attached spreadsheet provides the balance and expense /revenue activity in the South Broadway Englewood Business Improvement District (SBEBID) account. The only expenses paid are for obligations incurred prior to SBEBID being dissolved.

Attachment

City of Englewood
 Donor's Fund Report
 10/31/2013

PROJECT	TASK	FUND/PROGRAM TITLE	Prior Year Balance	YTD Revenue	YTD Interest	Total Revenue	YTD Expense	Ending Fund Balance
FINANCE								
0601-0002	PLR/01	So Bwy Eng BID	-	145,375.15	149.55	145,524.70	3,975.00	141,549.70
		Sub Total Finance	-	145,375.15	149.55	145,524.70	3,975.00	141,549.70
		2013 Expenditure Budget					-	
		Variance (Over) / Under					(3,975.00)	



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council
THROUGH: Michael Flaherty, Deputy City Manager
Alan White, Community Development Director
FROM: Darren Hollingsworth, Economic Development Manager
DATE: November 21, 2013
SUBJECT: Business Improvement District Assets – Flowerpot Plantings

At the July 15 Study Session Council discussed the disposition of the assets for the South Broadway Business Improvement District. A specific resolution or consensus was not reached. One outstanding matter from the discussion is how to handle flowerpot maintenance and seasonal planting flower plantings.

Attached is a summary of the assets provided by the South Broadway Englewood Business Improvement District (BID). Based on this information, the BID had 25 planters with sculptural flowers, 21 large bike racks, 1 small bike rack, 4 entry point welcome signs, and 2 banners. From a financial perspective the cash on hand based on the June 24, 2013 Balance Sheet indicated total assets of \$139,874.42 (checking/savings).

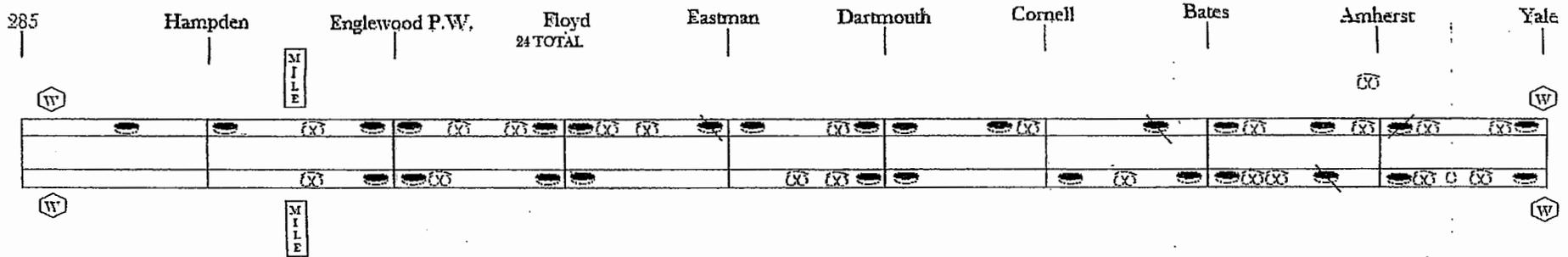
Englewood has not received a formal written request from the BID about how to handle the cash on hand and other assets of the BID. Based on verbal comments received from Ted Vasilas, SBEBID Vice President, the Board of Directors are requesting that City Council earmark the current balance of the District's cash assets for the maintenance of existing improvements.

Various property owners have informally requested BID's cash assets be refunded and some have proposed that the existing improvements be maintained by individual property owners. Staff recently met with Jon Cook, who was a founding member of the BID and he offered his time to solicit volunteers to plant, water, and maintain the decorative flowerpots. Englewood Parks and Recreation Department has a volunteer flowerbed program and perhaps some of the procedures used with this group can be transferred to the BID for the purposes of supporting a volunteer effort on Broadway.

Because State statute is silent on disposition of assets of a dissolved BID, Council is free to determine how best to address the remaining assets.

Attachment: Map Detailing Placement of BID Public Improvements

THE BROADWAY MILE SOUTH BROADWAY ENGLEWOOD BUSINESS IMPROVEMENT DISTRICT



-  Planter w/ art 24
-  Broken planter 1
-  Planter art in repair 3
-  Large Bike Rack 21
-  Small Bike Rack 1
-  Welcome Sign 4
-  Banner 2