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# Council Newsletter

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## CITY MANAGER'S NOTES November 27, 2013

### Upcoming Council Meetings

City facilities will be closed for the Thanksgiving holidays, Thursday, November 28<sup>th</sup> and Friday, November 29<sup>th</sup>.

City Council will meet on **Monday, December 2, 2013**. The Holiday Tree lighting will be at 5:30 p.m. in the Piazza. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers. The agendas are attached. Sandwiches will be available at 5:00 p.m. in the Community Room.

There is no Study Session scheduled for **Monday, December 9 or Monday, December 16, 2013**. The next Regular meeting will be meeting will be **Monday, December 16, 2013**.

### Informative Memoranda

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

1. Notice of Thanksgiving Holiday closure for City facilities.
2. Articles concerning the condo building slump,
3. Memorandum concerning the East Metro Auto Theft Task Force Press Release.
4. 49<sup>th</sup> Annual Colorado Business Economic Outlook Forum, December 9<sup>th</sup>.
5. South Metro Denver Chamber Economic Forecast Breakfast, December 13<sup>th</sup>.
6. E-mail concerning two Tri-County Health Department briefings.
7. Memorandum concerning the Acoma Property Community meeting, December 10<sup>th</sup>.
8. Memorandum concerning the City's Benefits Open Enrollment.
9. Memorandum concerning the City Council's membership on various boards and commissions.
10. Memorandum concerning the Project Update.
11. Community Development Monthly Update, November, 2013.
12. Calendar of Events.
13. Tentative Study Session Topics.
14. Minutes from the Budget Advisory Committee meeting of July 17, 2013.
15. Minutes from the Planning and Zoning Commission meeting of November 19, 2013.

## Leigh Ann Hoffhines

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**From:** Englewood Website Administrator <  
**Sent:** Thursday, November 14, 2013 9:31 AM  
**To:** Leigh Ann Hoffhines  
**Subject:** City of Englewood, Colorado: Englewood Civic Center closed November 28 and 29 for the Thanksgiving Holiday

Having trouble viewing this email? [Click Here](#).

### **Englewood Civic Center closed November 28 and 29 for the Thanksgiving Holiday**

Post Date: 11/14/2013 07:56 AM

The City of Englewood administrative offices will be closed on Thursday, November 28 and Friday, November 29, 2013 for the Thanksgiving holiday. All Englewood Civic Center offices will be closed both days for the holiday, as will the Englewood Public Library.

The Englewood Recreation Center and Malley Senior Recreation Center will be closed on Thanksgiving Day (November 28), but open on Friday, November 29. Broken Tee Englewood Golf Course will be open both days (weather permitting).

To change your eNotification preferences, [Click Here](#). To unsubscribe from all City of Englewood, Colorado eNotifications, [Click Here](#).

Nov 1, 2013, 2:47pm MDT Updated: Nov 4, 2013, 6:18am MST

## Report links defects litigation as cause of condo building slump



Ed Sealover

Reporter- *Denver Business Journal*

[Email](#) | [Facebook](#) | [Twitter](#) | [Capitol Business blog](#)

An independent report examining the lack of condominium construction in the Denver area concludes that a number of factors held the market down during the recession but the major factor inhibiting its recovery going forward is a statewide construction defects litigation law that builders perceive as too onerous to allow them to be profitable.

As a result, the only type of condominiums likely to be built in the near future are high-cost units that can allow for larger profit margins, said the Oct. 29 report done by Economic & Planning Systems Inc. for the Denver Regional Council of Governments (DRCOG). That would undermine a DRCOG goal to create more affordable for-sale multi-family housing, especially in areas where the Regional Transportation District transit system is expanding.

The report is likely to stoke even more interest in a legislative effort to limit construction-defect litigation — an effort that failed during the 2013 session. The move has gained increasing momentum from a group of metro-area mayors hoping to increase the stock of condominiums in their cities for young professionals and empty-nest Baby Boomers.

“The trends that show a depletion of the construction development were driven by a number of factors during the Great Recession,” the report states. “Given the emergence from the recession and strengthening economic conditions, most of these factors have dissipated with the exception of the real or perceived costs associated [with] construction defects litigation.”

Construction of new condominiums, apartments and stand-alone houses all plummeted during the recession. But while homes and apartments have recovered, the report notes, condominium production has fallen from 16 percent of all ownership production to just 2 percent of that housing stock in the Denver area in 2013.

The report acknowledged that factors such as a clamp-down on lending and an increase in foreclosures hit the condo market hard during the economic slowdown. But while foreclosures are down and lending is up, condominium construction is not, even while that market has recovered in peer cities such as San Diego.

Interviews with builders and defense attorneys — EPS noted that it tried to contact plaintiffs' attorneys as well but that very few made themselves available for interviews — indicated that few builders were interested in putting up condos because they said the probability of being sued "is nearly 100 percent," the report states. It also determined that costs attributed to construction defects were 12 times higher for condominiums than for apartment buildings and that construction defects litigation adds about \$15,000 per unit to the cost of building condos.

Because of that, developers hoping to make a 10 percent return on cost of condominiums would find building and selling condos at a lower price point "largely infeasible," the report said.

"Generally, one can conclude that the region will continue to see some condominium development for higher priced units in high-demand locations," the report states. "However, most projects priced at affordable levels (defined as \$450,000 or below in this case) are not likely to move forward."

Dan Guimond, principal with EPS, said his firm was not able to compare construction defect litigation law in Colorado to other states to determine if it's more prohibitive to building. But he said the development community definitively identified the law as the reason they were not building, and it is the one lingering factor of all the factors that slowed condo development for the past five years.

"For-sale multi-family has not recovered here as it has in other cities," Guimond said. "The potential impacts — either real or perceived — of construction defects litigation is one thing that hasn't been addressed."

Rich Mauro, DRCOG senior policy and legislative analyst, said the report confirmed to members of his organization that the lack of condominium development is a complex issue not linked to any one factor. He said it will be up to the DRCOG board what to do with the information.

"A number of those different factors do seem to be improving. The one thing that hasn't changed in any form or fashion is the construction defects liability issue," Mauro said. "My personal opinion is that it's still too early to tell what's going to happen to those other factors."

However, Lakewood Mayor Bob Murphy, who has led a coalition of metro-area mayors seeking reform in construction-defects litigation law, said he read the report to be conclusive that the litigation is by far the biggest factor stalling condo development going forward.

"I would hardly call this neutral. I think it's devastating. It clearly shows an impact," Murphy said of the report. "I see this as a verification of what I've been talking about ... I'm not aware of a single member of the 41-member Metro Mayors Caucus who is opposed to some kind of reform."

Meanwhile, Lynea Hansen, spokeswoman for a coalition of homeowners and attorneys opposing major changes to the construction-defects law, said that the report clearly is biased to the builders' perspective, as there is no indication any homeowners were interviewed for it.

“It’s concerning that this report may be used to justify homebuilders’ attempts to take away the legal rights of homeowners,” Hansen said. “There aren’t facts in this report, there are individually held beliefs. If home builders claim that insurance is hard to obtain because of concerns about being sued for substandard construction, they should file a complaint with the Colorado division of insurance. Where are those complaints? Why wasn’t this issue investigated in this report?”

# MEMORANDUM

**To:** Mayor Penn and Members of City Council  
**From:** John Collins, Chief of Police  
**Date:** November 26, 2013  
**Subject:** East Metro Auto Theft Task Force Press Release

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In October of 2013, the East Metro Auto Theft Team (EMATT) began an investigation into a group of individuals involved in motor vehicle thefts, burglaries, thefts from motor vehicles, and thefts of delivery packages. These crimes all occurred in the Denver metro area and the majority occurred in September and October of 2013.

During the course of this investigation several arrests were made by EMATT which resulted in search warrants being executed at two storage units. One of the units was full of property, most of which is believed to be stolen. Over 600 items have been recovered. Much of the property has been identified and has been able to be linked to victims of crimes; however, there is still a great deal of property that EMATT would like to identify the rightful owners so the property can be returned.

The Englewood Police Department has been an integral part of this investigation. We believe that these individuals are tied to several Englewood burglaries and thefts.

An Internet website has been established with photos of recovered property. EMATT is asking that anyone who is missing property from a similar type of crime to view the photographs on the website to see if any of the items belong to them.

An email account has been set up for anyone that is able to identify stolen property. They ask that this email address only be used by victims that already have a police case number. If a victim's property is on the website, but a police report has not been made, that victim will need to report the crime to their local law enforcement agency before contacting EMATT.

The website address is: <http://hrssdsm.douglas.co.us/EMATT/content/index.html>

The e-mail set up for this case is

## News

### **Police Department shares informational bulletin regarding vehicle thefts**

**Post Date:** 11/26/2013 06:49 AM

The following bulletin from the East Metro Auto Theft Team provides information on recent vehicle thefts and burglaries in the metropolitan Denver area.

The Englewood Police Department played a key role in helping solve this case and the news may impact some Englewood residents.

#### **East Metro Auto Theft Team Informational Bulletin: Hundreds of Stolen Items Recovered**

In October of 2013, the East Metro Auto Theft Team (EMATT) began an investigation into a group of individuals involved in motor vehicle thefts, burglaries, thefts from motor vehicles, and thefts of delivery packages. These crimes all occurred in the Denver/Metro area and the majority occurred in September and October of 2013.

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The website address is: <http://hrssdsm.douglas.co.us/EMATT/content/index.html>

The e-mail set up for this case is

If any questions exist about this case (not related to property pictured on the website) or additional information is needed the contact is Sergeant Stephen Redfearn, email [sredfear@auroragov.org](mailto:sredfear@auroragov.org).

[More >>](#)

**HOLD THE DATE! Registration is required.**

While this event is still free, you must register.

[leeds.colorado.edu/brd](http://leeds.colorado.edu/brd)



Register Now



**Leeds School of Business**  
UNIVERSITY OF COLORADO BOULDER

Business Research Division  
420 UCB  
Boulder, CO 80309-0420

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## **Forty-Ninth Annual Colorado Business Economic Outlook Forum**

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**Monday, December 9, 2013 ■ 1:00 p.m.–6:00 p.m.**  
**Denver Marriott City Center ■ 1701 California Street**

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**1:00** – *Welcome by Leeds School*

**1:15** – Colorado Economic Outlook for 2014: Richard Wobbekind

**2:15** – *Keynote Address:* Doug Suttles, President and CEO, Encana

**3:00** – *Concurrent Sessions:*

- NAFTA 20 Years Out

- Denver Metro Real Estate Market

- Fires, Floods, and Drought: Assessing the Impacts

**4:30** – *Networking Reception*

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**Sponsored by the Leeds School of Business,  
University of Colorado Boulder**

For program and speaker information, please visit  
[leeds.colorado.edu/brd](http://leeds.colorado.edu/brd) or e-mail \_\_\_\_\_

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**Set aside this half day to gain valuable insights about what lies  
ahead. Bring your key executives and associates!**

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# **SOUTH METRO DENVER CHAMBER**

— 2 0 1 3 —

## **ECONOMIC FORECAST BREAKFAST CREATING A THRIVING COMMUNITY**

AN INFORMATIVE, THOUGHT-PROVOKING AND ENTERTAINING  
DISCUSSION ON OUR ECONOMIC FUTURE BY SOME OF  
COLORADO'S AND THE COUNTRY'S TOP ECONOMIC MINDS.

**FRIDAY, DECEMBER 13TH**

7:00 AM - 9:00 AM

**HYATT REGENCY DTC**

7800 E. TUFTS AVE., DENVER

FEATURING

**MICHAEL WOLF**

WELLS FARGO SECURITIES

**DR. RICH WOBBEKIND**

UNIVERSITY OF COLORADO

**DR. MARTIN SHIELDS**

COLORADO STATE UNIVERSITY

WHIPPLEWOOD  
CPAS

RSVP & More Information at:  
[www.meetup.com/bestchamber](http://www.meetup.com/bestchamber)

WELLS  
FARGO

**From:** Randy Penn  
**Sent:** Monday, November 25, 2013 2:58 PM  
**To:** Gary Sears; Michael Flaherty  
**Subject:** Fwd: Public Health 2014: An Update from Tri-County Health Department for State and Local Elected Officials

Do you have anyone going to this event.

Sent from my iPhone

Begin forwarded message:

**From:** "John M. Douglas"  
**Date:** November 25, 2013 at 2:25:45 PM MST  
**Subject:** **Public Health 2014: An Update from Tri-County Health Department for State and Local Elected Officials**

Dear Elected Officials,

As the new Executive Director of the Tri-County Health Department (TCHD), I would like to invite you to a briefing session with myself and several other departmental leaders for a conversation about public health priorities of relevance for Adams, Arapahoe, and Douglas Counties. We are inviting a cross-section of elected officials from our area including state legislators, county commissioners, mayors, and city council members. Two events have been scheduled to enhance the likelihood of your being able to join us:

**Monday, December 16, 2013**

2:30-4:00 p.m.

Tri-County Health Department  
Second Floor Conference Room  
4201 E. 72<sup>nd</sup> Avenue (72<sup>nd</sup> and Colorado Blvd)  
Commerce City, CO 80022

**Thursday, December 19, 2013**

2:30-4:00 p.m.

Tri-County Health Department  
Florence Sabin Room  
6162 S. Willow Drive, Suite 100  
Greenwood Village, CO 80111

The session will include an overview of departmental activities and challenges; highlights from our programs in public health nursing, environmental health, and disease control and partnership development by TCHD leaders; and a discussion session to allow us to better understand your ideas about priorities, concerns, and innovations for improving public health in our three-county area.

Please RSVP to my Executive Assistant, Ronnae Brockman, at 720-200-1535 or via e-mail  
by Wednesday, December 11, 2013.

I hope you will be able to join us for one of these sessions. I am looking forward to getting to know as many of you as possible and learning how we can best work together to protect and improve the health of our residents.

Sincerely,

John M. Douglas, Jr, MD  
Executive Director  
Tri-County Health Department  
6162 S. Willow Drive, Suite 100  
Greenwood Village, CO 80111

720-200-1535



M E M O R A N D U M  
C O M M U N I T Y D E V E L O P M E N T

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TO: Mayor Penn and City Council

THROUGH: Gary Sears, City Manager

FROM: Alan White, Community Development Director ✓

DATE: November 26, 2013

SUBJECT: Acoma Property Community Meeting

The third community meeting concerning the Acoma property redevelopment project proposed by Medici Communities is scheduled for Tuesday , December 10<sup>th</sup> at 7:00 in the Community Room at Englewood Civic Center.



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

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TO:           MAYOR PENN AND CITY COUNCIL MEMBERS  
THROUGH:    GARY SEARS, CITY MANAGER  
FROM:        SUE EATON, DIRECTOR OF HUMAN RESOURCES  
DATE:        NOVEMBER 26, 2013  
SUBJECT:     BENEFITS OPEN ENROLLMENT

This is just a quick reminder that Benefits Open Enrollment ends on November 30<sup>th</sup>! ***If you wish to continue the benefits you currently have*** through the City (or if you would like to enroll for the first time) you **MUST** enroll through our new online system, Next Generation.

I've attached the instructions for registering at Next Gen. Please feel free to call Human Resources if you need any assistance.

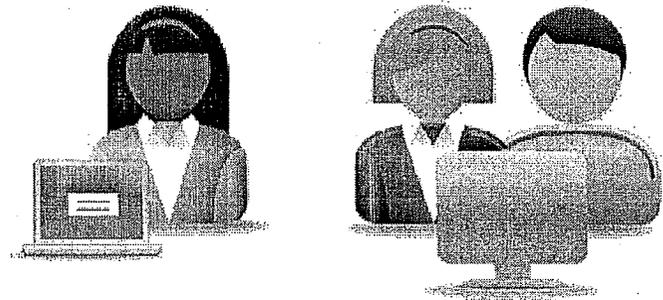
Thanks.

# Online Enrollment System

## Logging On to the NGE System

- To access your benefits online go to: <http://www.nextgenerationenrollment.com/ngc/login.html>. When you log-in for the first time, you will need to type in your username by using the *first initial of your first name, up to the first six letters of your last name, and then the last four numbers of your Social Security number*. For example, if your name is John Williams and the last four digits of your Social Security Number are 1234, then your username should look like this: jwillia1234.
- Next you will enter your password. *The first time you log in to the site your password will be your date of birth in a number format without any slashes starting with the year you were born, then the month and then the day*. It should look like this: YYYYMMDD
- For example, if you were born on January 5, 1970, enter the date as: 19700105 in the password box. Once you have entered your username and password, Click the "Log In" button.
- Once you log in, you will be prompted to change your password. After you have changed your password, you will have full access to view your current benefits, update your personal information and elections due to a qualified life event or status change and also review the plan documents in the document library.

Welcome to the Benefit Management System!



Enter your username and password for access to a one-stop resource for all your employee benefit needs.

Username:

Password:

[Forgot Password?](#)

If you need any additional assistance, please email [clientservices@ngeinfo.com](mailto:clientservices@ngeinfo.com).



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 27, 2013  
**SUBJECT:** City Council Memberships on various Boards & Commissions

Following your discussion at the City Council Study Session on Monday, November 25, 2013, listed below are the boards, commissions and agencies and the respective City Council Member who will be the new-appointed representative.

If you have any questions or changes, please let me know.

<b>Board/Commission</b>	<b>Meeting Times</b>	<b>Current Member</b>	<b>New Member</b>
Alliance for Commerce in Englewood Committee	11:30 a.m. – 2 <sup>nd</sup> Thursday Monthly	Joe Jefferson	Joe Jefferson
Budget Advisory Committee	4:30 p.m. – 3 <sup>rd</sup> Tuesday Monthly		Joe Jefferson
Budget Advisory Committee	4:30 p.m. – 3 <sup>rd</sup> Tuesday Monthly		Linda Olson
Code Enforcement Advisory Committee	6:30 p.m. - 3 <sup>rd</sup> Wednesday Odd Number Months	Bob McCaslin	Bob McCaslin
Code Enforcement Advisory Committee	6:30 p.m. - 3 <sup>rd</sup> Wednesday Odd Number Months	Rick Gillit	Rick Gillit
Cultural Arts Commission	5:45 p.m. - 1 <sup>st</sup> Wednesday Monthly	Jill Wilson	Jill Wilson

<b>Board/Commission</b>	<b>Meeting Times</b>	<b>Current Member</b>	<b>New Member</b>
Housing Authority	4:00 p.m. – 1 <sup>st</sup> Wednesday Monthly	Jim Woodward	Linda Olson
Firefighters Pension Board	4:00 p.m. – 2 <sup>nd</sup> Thursday Quarterly	Mayor required by Charter – Randy Penn	Randy Penn
Keep Englewood Beautiful Commission	6:30 p.m. – 2 <sup>nd</sup> Tuesday Monthly	Bob McCaslin	Bob McCaslin
Malley Center Trust Fund - Delegate	Three times a year or as needed	Jim Woodward	Jill Wilson
Malley Center Trust Fund - Alternate	Three times a year or as needed		Steve Yates
Non-Emergency Retirement Board	4:00 p.m. 2 <sup>nd</sup> Tuesday Quarterly	Jim Woodward	Steve Yates
Parks and Recreation Commission	5:30 p.m. 2 <sup>nd</sup> Thursday Monthly	Bob McCaslin	Bob McCaslin
Police Pension Board	2:30 p.m. 2 <sup>nd</sup> Thursday Quarterly	Mayor required by Charter –Randy Penn	Randy Penn
Public Library Board	7:00 p.m. 2 <sup>nd</sup> Tuesday Monthly	Jill Wilson	Jill Wilson
Transportation Advisory Committee	6:30 p.m. 2 <sup>nd</sup> Thursday Bi-Monthly	Randy Penn	Steve Yates
Urban Renewal Authority - Delegate	6:30 p.m. 2 <sup>nd</sup> Wednesday Monthly	Jim Woodward	Joe Jefferson
Urban Renewal Authority - Alternate	6:30 p.m. 2 <sup>nd</sup> Wednesday		Steve Yates
Water and Sewer Board	5:00 p.m. 2 <sup>nd</sup> Tuesday Monthly	Mayor required by Charter – Randy Penn	Randy Penn
Water and Sewer Board	5:00 p.m. 2 <sup>nd</sup> Tuesday Monthly	Linda Olson	Linda Olson
Water and Sewer Board	5:00 p.m. 2 <sup>nd</sup> Tuesday Monthly	Jim Woodward	Rick Gillit
CML Policy Committee – Delegate	Day Meeting 3 meetings a year	Linda Olson	Linda Olson
CML Policy Committee – Alternate	Day Meeting 3 meetings a year	Randy Penn	Randy Penn

<b>Board/Commission</b>	<b>Meeting Times</b>	<b>Current Member</b>	<b>New Member</b>
DRCOG - Delegate	6:30 p.m. 3 <sup>rd</sup> Wednesday Monthly	Randy Penn	Randy Penn
DRCOG - Alternate	6:30 p.m. 3 <sup>rd</sup> Wednesday Monthly	Joe Jefferson	Joe Jefferson
Greater Englewood Chamber of Commerce - Delegate	7:30 a.m. 2 <sup>nd</sup> Tuesday Monthly	Jim Woodward	Joe Jefferson
Greater Englewood Chamber of Commerce - Alternate	7:30 a.m. 2 <sup>nd</sup> Tuesday Monthly		Randy Penn
School/City Committee	Bi-Monthly	Bob McCaslin	Bob McCaslin
School/City Committee	Bi-Monthly	Rick Gillit	Rick Gillit
South Metro Chamber EDG - Delegate	Monthly		Rick Gillit
South Metro Chamber EDG - Alternate	Monthly		Linda Olson
South Platte Humane Society	Monthly		Jill Wilson
Swedish/City Committee	Quarterly	Linda Olson	Linda Olson
Swedish/City Committee	Quarterly	Rick Gillit	Rick Gillit
Tri-Cities Planning Committee	Quarterly	Linda Olson	Linda Olson
Tri-Cities Planning Committee	Quarterly	Bob McCaslin	Bob McCaslin

# MEMORANDUM



**TO:** Gary Sears, City Manager

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

**FROM:** David Henderson, Deputy Public Works Director ✓

**DATE:** November 26, 2013

**SUBJECT:** PROJECT UPDATE - Little Dry Creek Plaza Repairs, Redevelopment at 5001 S. Broadway, Flood Middle School Redevelopment, Security Camera Project, Servicenter Stormwater Improvements, The Englewood Campus, Craig Hospital Expansion, Xcel Energy Projects, Kent Place, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

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## LITTLE DRY CREEK PLAZA REPAIRS

City Council approved a contract for repairs and upgrades to the Little Dry Creek Plaza (at Englewood Marketplace). The contract includes bringing the existing ramp up to current ADA standards, removing and replacing broken/displaced concrete flatwork, and caulking around the plaza.

**Nordstrom Commercial Builders (NCB) began demolition. Concrete pours for walls are scheduled this week.** Construction fencing has been installed to isolate the work site. The shopping center management and Costa Vida restaurant have been notified of the anticipated work schedule. All work should be complete by the middle of December. Landscaping improvements will follow in the spring of 2014.

## REDEVELOPMENT - 5001 S. BROADWAY

Demolition of the Larry Miller Nissan building is complete. **Construction of the Advance Auto store continued. Colorado Structures Inc. continued construction of the Sprouts store. Site work (traffic signal, new sidewalks, and utilities) continued.**

## FLOOD MIDDLE SCHOOL REDEVELOPMENT

Demolition is complete and Wood Partners now owns the site. **Wood Partners' contractor continued grading the site. Relocation of the City Ditch is underway. Sanitary sewer installation in Kenyon was completed this week.**

**Xcel Energy's contractor continued undergrounding of overhead power lines.**

## SECURITY CAMERA PROJECT

Final plans and specifications are complete and the Request for Proposals (RFP) has been advertised. A vendor walk-through was conducted on October 8<sup>th</sup>. Five proposals were submitted on October 29<sup>th</sup>. Vendor interviews were conducted on November 15<sup>th</sup>. **Staff expects to update City Council at the January 21<sup>st</sup> Study Session.**

## SERVICENTER STORMWATER IMPROVEMENTS

To assure compliance with state and federal requirements for stormwater runoff, Street Division staff is constructing an area to wash trucks, fire equipment, and street sweepers. The area will be isolated from the storm sewer system that goes to the Platte River. This is a short term solution until we can construct a new addition to the Servicenter that incorporates a truck washing station meeting all applicable standards. The Servicenter has included \$550,000 in the 2014 budget to accomplish this required improvement. **Staff has reviewed the car wash design proposal, and will attend an upcoming Study Session to discuss this proposed project.**

**THE ENGLEWOOD CAMPUS**

Englewood School District continues construction of the new campus on South Logan Street. Staff is monitoring the public right-of-way construction to assure conformance with approved plans and agreements.

**CRAIG HOSPITAL EXPANSION**

Construction of the new campus continued.

**XCEL ENERGY PROJECTS**

**Gas Line Replacement Projects**

Xcel's contractor, Q3 Contracting, completed pavement restoration on the Union Avenue gas line project. The project is now complete.

Xcel continued gas line replacement work in the 2900 and 3000 blocks of S. Downing Street. This work is expected to be complete by the end of December. The contractor delivered a notification letter to neighboring residents.

Staff continued reviewing additional Xcel permit requests for the 1100 block of E. Bates Parkway, the 3900 – 4000 blocks of S. Grant Street, and S. Broadway between Rafferty Gardens and Centennial.

Xcel notified Public Works of a major upcoming gas main replacement project. The project is expected to replace 78,000 feet of gas main in Englewood over the next four years. Staff will be meeting with Xcel in December to discuss the proposed project.

**KENT PLACE**

The contractor continued work on the residential apartments.

**CITYCENTER SITE DEVELOPMENT**

**Alexan East and West Parcels**

438 residential units. Alexan's occupancy level for October, 2013 is 95%. Commercial uses: Let It Bead, Liquor Store, State Farm, Lifetime Family Practice, Cuttin'It Loose, Foothills Physical Therapy, CityCenter Community, Nixon's Coffee House, Weingarten Realty, and King Liquor Store.

**Parkway Retail / Office Buildings**

Commercial uses: The International House of Pancakes (IHOP), Qdoba, GNC, Supercuts, Nails Center, CityCenter Dental Group, Tableaux Interior Design, Englewood Eyecare, Collective Licensing Int'l, Inc., Quizno's, "Insurance Company of the West", Fred Astaire Dance Studio, Wellness Treatment Center, SB Clark Companies, Unifocus, Bartertown Comics, and XL Edge.

**Bally's Building**

Tenants include Bally's, "Blondies Fire House Pub and Restaurant", and MaxFour.

**Retail South of the Parkway**

Tenants: Petco, Ross, Coldstone Creamery, Noodles, Office Depot, Einstein Bagels, and Spirit Halloween.

**Gold Mine Pad**

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

**CityCenter Site**

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

**Installation of holiday lighting and the tree is complete. A tree lighting ceremony is scheduled for Monday, December 2<sup>nd</sup> at 5:30pm.**

**ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)**

PA-84 West

The Mike Ward Infiniti dealership opened on Monday, August 29, 2011.  
The Larry Miller Nissan Dealership opened on February 11.

PA-85 (RTD site)

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

PA-85 (Benjamin Franklin Charter School)

The Benjamin Franklin Charter School is open.

**AIR QUALITY/ENERGY SAVING PROJECTS**

Flex Fuel Program

Currently, 39 of our fleet vehicles are running on E-85 ethanol fuel. All new replacement vehicles (less than ¾ ton) will be compatible with E-85. Approximately 50 Flex Fuel vehicles will be in our fleet within two years. Currently, the cost of E-85 fuel is approximately \$0.40 per gallon less than regular unleaded gasoline. Ten of our fleet vehicles run on Compressed Natural Gas (CNG). 39 on-road vehicles and 23 off-road (construction equipment) run on biodiesel fuel.

Hybrid Vehicle Purchase

Two hybrid vehicles are in service, one in the Fire Department and one in the Building Division.

“Green” Programs

We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources. The Servicenter is now “single-streaming” waste at the Servicenter and a dumpster has been supplied for *cardboard only* recycling.

Energy Saving Projects

In 2001, the Public Works Traffic Division began an ongoing program to convert traffic signals from incandescent lamps to Light-Emitting-Diode (LED) bulbs. To date, 80% of our City maintained signals have been converted. LED traffic signals use 90% less energy than incandescent lamps, last five times longer, and provide better visibility.

Our Servicenter has received a grant from the Regional Air Quality Commission to install aerodynamic fairings on four Wastewater trailers. The grant covers 50% of the cost (total estimated cost is \$6,500 for the four trailers). These fairings will increase fuel mileage by up to 10% (1/2 mile/gallon).

GPS IN VEHICLES

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. The GPS units have been installed in Police patrol vehicles, Public Works vehicles, Fire Department equipment, and some Wastewater Treatment Plant vehicles. Police and Fire have gone live with the system and are now able to track emergency vehicle locations 24/7. The system will allow us to track locations, easily obtain information regarding quantities of ice slicer dispensed, monitor idle times, and allow the public to track where plow trucks have been.

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## COMMUNITY DEVELOPMENT MONTHLY UPDATE

### November 2013

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#### DEVELOPMENT REVIEW PROJECTS

- *Centennial Shopping Center (Federal and Belleview)*
  - New restaurant tenant seeking space in the vacant Panda Buffet location.
- *Kent Place (University and Hampden)*
  - The commercial and retail space is 100% leased.
  - Construction continues on the residential portion of the project.
- *Martin Plastics (Oxford and Navajo)*
  - Council approved a Redevelopment Assistance Agreement on April 15, 2013.
  - Staff met with LCP to discuss the possibility of phasing the project and possibly keeping the bow-truss building. According to the PUD, an administrative modification can be made if the increase in ground coverage of structures is 20% or less. LCP will look into total ground cover and submit at a later date for a DRT meeting.
  - **Staff met with the developer to discuss PUD amendment and fire access issues. The developer is currently looking to keep a structure on site while working within the confines of the existing PUD.**
- *Flood Middle School Redevelopment (Broadway and Kenyon)*
  - Construction drawings for a building permit have been reviewed and the architect will be resubmitting revised plans.
  - Edward Barsocchi closed on the property with Wood Partners, who will ultimately develop the site. Building permits have been submitted and are pending final approval.
- *Masonic Property (3500 South Sherman)*
  - Developer presented plans which include 40 townhome live/work units facing Sherman and Grant Street, plus two small (three story) condominium towers.
  - The developer applied for and was granted a variance for a reduction in the required amount of ground floor commercial space for this zone district.
  - Entitlements are in place; the developer is seeking capital to finance this project.
  - **Staff met with a new developer that would like to use the approved variance and develop the site with residential units. The contract with Central Development has fallen through and the site is back on the market.**
- *Craig Hospital Expansion (3425 South Clarkson)*
  - Craig Hospital closed Clarkson permanently on January 22.
  - Construction is underway.

- *Old Le Peep Site (990 West Hampden)*
  - Demolition of the site is complete, paving the way for VRCC's planned expansion.
- *3550 South Inca*
  - A DRT meeting was held in May with the architect for the Rocky Mountain Veterinary Neurology Clinic. The plans call for demolishing the existing building and constructing a new 10,000 SF facility.
- *Groove Toyota (5460 South Broadway)*
  - Construction is underway for a \$6.7 million project.
- *General Iron Works (Bates and Galapago)*
  - A developer submitted a DRT package for development of a new townhouse complex at this location. The DRT meeting was held on July 9<sup>th</sup>. The developer is working on revisions based on that meeting and is conducting environmental investigations.
  - A financing partner for the developer withdrew support.
  - Information was presented to another prospective townhome developer seeking sites near light rail locations in Englewood.
- *Larry Miller Nissan (5001 South Broadway)*
  - The new owner applied for a subdivision to divide the property into three properties. The subdivision has been approved and recorded.
  - Vacation of Easements were approved on August 19, 2013.
  - A demolition permit was issued on August 21, 2013.
  - A site plan permit was issued September 17, 2013.
  - A building permit for Advance Auto Parts was issued September 17, 2013.
  - A building permit for Sprouts was issued October 23, 2013.
  - A site plan for additional retail space in the center portion of the property was submitted for consideration at an upcoming DRT. Users of this space have not been disclosed.
- *Nathan's Funtastic Fun (Broadway and Dartmouth)*
  - A revised site plan for Chick-Fil-A shows the long side of building facing Broadway, with the building closer to Broadway and Dartmouth, with drive-through around south and east side.
  - Chick-Fil-A submitted for a PUD; an internal DRT meeting was held on July 30<sup>th</sup> to discuss the submittal.
  - Chick-Fil-A held a neighborhood meeting on Wednesday, July 31<sup>st</sup> at 6:00 at the Mayflower Church on Acoma.
  - The Public Hearing for a PUD and Major Subdivision were held on November 5, 2013 with Planning Commission.
  - **The Planning Commission voted 7-2 to forward PUD to Council. A first reading will be held at the December 2, 2013 Council meeting.**

- *Holiday Motel (4475 South Broadway)*
  - A DRT was held on April 23 to discuss the possibility of a second story addition on part of the existing building. The applicant stated that the motel is under new ownership and wants to do some work to façade of the building as well as interior remodel.
- AG Machining (4607 South Windermere)
  - Staff met with representatives from AG Machining during a DRT held August 20 to discuss a possible expansion to the current building. Staff provided comments and the representative is currently making revisions.
- Red Bird Farms (2520 South Raritan)
  - A representative for Red Bird Farms submitted for a DRT meeting to be held on August 27<sup>th</sup>. They are looking into doing an 11,500 s.f. addition to the existing building.
- *Englewood Shrine Club (Floyd and Logan)*
  - Shadow Creek Homes has purchased the Shrine Club building and is interested in developing the property with a residential use. A DRT application was submitted on September 23.
  - The developer is requesting a PUD that includes renovating the former Shrine Club building into four rental homes. The proposal also includes the construction of four detached single-family homes, each with the potential for flexible living space located above the detached garages. **A pre-application neighborhood meeting was held at 6:30 pm on Thursday, November 7th, 2013 at 3299 S. Logan Street.**
- **Sonic Drive-In (5090 and 5098 S. Federal Blvd.)**
  - **An application for DRT review has been submitted for a new Sonic Drive-In fast food restaurant to replace the car wash and adjacent payday loan uses at South Federal Boulevard and Belleview Avenue.**

#### BOARDS & COMMISSIONS

- *Board of Adjustment and Appeals*
  - The Board approved a 7 foot front setback encroachment for a new commercial building at 2300 West Evans Avenue.
  - The Board approved a maximum 4 foot rear setback encroachment for an addition to an existing home at 3176 South Vine.
  - On May 8<sup>th</sup> the Board approved a variance to construct a front porch 36 inches from grade, 6 inches higher than the maximum 30 inches allowed.
  - On October 9, the Board approved variances to reduce lot width and lot area at 3098 South Galapago.
- *Keep Englewood Beautiful*
  - Commissioners are researching banning plastic bags in grocery stores.

- Over two weekends a total of 252 households disposed of household hazardous waste and/or electronics, and 94 households disposed of electronic waste only. This total is up slightly from 2012.
- The Leaf and Tire Roundup will be held the weekends of October 27<sup>th</sup>, November 3<sup>rd</sup> and 10<sup>th</sup>.
- **The Holiday Lighting judging will be held Tuesday, December 10<sup>th</sup> and awards will be given out at the December 16<sup>th</sup> Council meeting.**

#### COUNCIL REQUESTS

- CR13-005: Kent Place Neighborhood Developer Update
- CR13-006: Broadway/Chenango Sign
- CR13-009: Art Shuttle Ridership
- CR13-013: Bench at Art Shuttle Stop #10
- CR13-014: GIW Conditional Use Permit
- CR13-015: GIW Health Concerns
- CR13-025: Bus Bench Maintenance Contract
- CR13-027: Broadway/Dartmouth Proposal Status
- CR13-028: Acoma/Englewood Parkway Development
- CR13-067: Chickens, Dogs and Business
- CR13-072: Home Occupations
- CR13-075: Update of CR13-027, Broadway/Dartmouth
- CR13-087: Potential Zoning Violations on South Broadway
- CR13-097: EURA Proposals
- CR 13-101: Masonic Property Update
- CR 13-109: Flood Middle School Construction Inquiry
- CR 13-130: 3255 South Delaware Plantings Building Inquiry
- CR 13-140: Kent Place Construction Time Inquiry
- CR13-149: 4588 South Bannock – Swing Set Permit
- CR13-152: 4950 South Lipan Drive – Weeds/Zoning Violation
- CR13-155: 2690 West Union – Ingress/Egress
- CR13-165: Home Occupation Zoning Change Status
- CR13-166: Logan/Bellewood RV Occupancy Concerns
- CR13-178: Floyd Place – Brick Wall Settling
- CR13-199: Ownership of lot behind Breakfast Queen

#### HOUSING

- *Rehab*
  - Under Construction
    - 4896 South Delaware Street
    - 3686 South Fox Street

In mid-October a new rehab loan servicing software was implemented after several months of testing and training. The new software replaces a legacy software and provides better customer service and financial report capabilities.

- *Neighborhood Stabilization Program (NSP)*

The eighteenth and final single-family home of Project Rebuild, the City's Neighborhood Stabilization program, was sold on October 24, 2013. With the close out of this program, staff has taken the initial \$1.7 million State Division of Housing grant and, by reinvesting each home's sale proceeds, leveraged the initial grant to a total program valued at \$3.3 million.

Sold:

- 4819 South Delaware Street
- 2215 West Wesley Avenue
- 2198 West Adriatic Avenue
- 2335 West Baltic Avenue
- 4744 South Galapago Street
- 2010 West Baltic Avenue
- 3115 South Acoma Street
- 3102 West Radcliff Drive
- 4681 South Decatur #226
- 2295 West Baltic Place
- 2293 West Baltic Place
- 2159 West Vassar Avenue
- 3395 West Grand Avenue
- 4585 South Julian Street
- 4101 South Cherokee Street
- 2320 West Harvard Avenue
- 905 West Stanford Avenue
- 4825 South Delaware Street

- *Energy Efficiency Englewood (E<sup>3</sup>)*

- The City received a Notice to Proceed for the 2013/2014 Energy Efficiency Englewood (E<sup>3</sup>) program. Community Development Block Grant funding was received for 12 income-eligible homeowners. Each grant is \$8,000, with a 20 percent match from the homeowner, for eligible energy saving home improvements. Applications have been mailed and interviews are starting. There are currently 45 people on the waiting list.
- Four of the 12 homeowners have received their energy audits and are proceeding with their energy saving upgrades.

## SPECIAL PROJECTS

- *Englewood Light Rail Corridor Plan*

- A public hearing on the finalized planning document was held on July 16th before the Planning and Zoning Commission. A public hearing before City Council took place on August 19<sup>th</sup>. Council approved a Resolution to adopt the Englewood Light Rail Corridor Plan as a supplementary document in support of *Roadmap Englewood: The 2003 Englewood Comprehensive Plan*, at the September 3 City Council Meeting.

- Community Development submitted an application to DRCOG for a second round of planning funding to explore in greater detail key implementation projects identified in the original Plan. DRCOG notified Community Development on September 19 that the City's application was approved for funding for fiscal years 2014-2015 by the DRCOG Board of Directors. The total approved funding amount for this project is \$300,000.
- *Development of Acoma/Englewood Parkway*
  - In March, a Request for Proposals was mailed to 42 developers, in addition to three companies responding to the sign placed on the property. Three proposals were received by the April 12 deadline.
  - On August 21, the Authority unanimously voted to pursue exclusive negotiations with Medici Communities on the Acoma/Broadway/Englewood Parkway property. City Council will be briefed on the project at the September 3 Study Session.
  - Troy Gladwell of Medici Communities held a community meeting on October 16 to review the proposal and answer questions. Approximately 50 people attended. A second community meeting was held on November 12.
  - Second reading was held on November 4 on the sale of the City's parcel to the Englewood Urban Renewal Authority.
  - **Medici has scheduled a third community meeting for December 10 in the Community Room.**

## ZONING

- *Distilleries, Breweries and Wineries*
  - The Ordinance became effective on October 6, 2013. Distilleries are now permitted as conditional uses in the M-2, MU-B-1, and MU-B-2 Districts, and a use by right in the I-1 and I-2 Districts.
- *Home Occupations*
  - City Council asked staff to research possible changes to the Home Occupations policy in order to allow home businesses in the R-1-A zone.
  - Public Hearing with Planning and Zoning Commission was held on October 8, 2013. The Commission voted to recommend approval to City Council.
  - First reading is scheduled for the November 18 City Council meeting; public hearing is scheduled for December 2.
- *PUD Process Amendment*
  - On September 4, 2013 Planning & Zoning Commission reviewed proposed changes to the PUD review process. The Commission supports the two-step process, which allows a District Plan and Site Plan to be reviewed separately, allowing developers some level of entitlements before proceeding with a more detailed site plan.
- *Non-Conforming Structures*
  - The Community Housing Development Association requested a zoning text



businesses is minimal – only 2013 precertification authorizations will be temporarily delayed.

- *Commercial Catalyst Program*

- 2013 Projects

- Autolab – 4000 South Broadway. Approved grant for signage and site improvements. New signage installed and site improvements are underway. New signage and site improvements are complete.
    - Springs Automotive – 2855 South Broadway. Approved grant for signage and façade enhancements. **Signage is installed and project is complete.**
    - Brews on Broadway – 3445 South Broadway. Approved grant for signage. Construction is complete.
    - Lighting Outlet – 3400 South Broadway. Received application for façade and signage improvements. Pending final design and grant approval. Applicant withdrew from program citing limited funding.
    - Bill Smith Plumbing – 4101 South Broadway. Received application for signage and building enhancements. Pending revised sign designs. Received grant commitment letter.
    - Englewood Lock and Safe – 4310 South Broadway. Received application for signage enhancements. Pending revised sign designs. Applicant expressed desire to move project to 2014.
    - Fit:30 - 2950 South Broadway received a grant commitment for new signage. **Signage installed and project is complete.**
    - 4361 – 4371 South Broadway – The property owner of this multi-tenant building is interested in façade enhancements to revitalize the façade and signage. Grant commitment letter issued for façade enhancements.

- Englewood Market Place

- Costa Vida – Fresh Mexican has applied for a building permit. Staff is developing a scope of work for improvements to the Little Dry Creek Plaza in conjunction with this tenant’s commitment and consistent with Council’s direction. Design of site improvements for Little Dry Creek plaza is currently underway. **Costa Vida opened for business on November 12, 2013.**

*Other Business Activities:*

- 4747 South Windermere: Regional roofing company seeking to expand into this property. Project is in the due diligence phase. Project now approved and under construction.
- Hilltop Motel – Contract pending for the sale of the property to a national chain restaurant. Staff met with an architect researching zoning for possible dry cleaning business on this site.
- New Business – Best Deal In Town signed a lease at 4371 South Broadway. This business is a television and electronics retailer. Now open.

- Restaurant considering redeveloping 3496 South Broadway with outside seating.
- A local landowner is in the early stages of working to develop a limited service hotel in Englewood. A meeting has been scheduled to brainstorm opportunities.
- The owner of the New London Motel on South Santa Fe Drive is working with Value Place Extended Stay Motels for a possible development at this site.
- Bleum Commerce recently moved its corporate headquarters to CityCenter Englewood. This multi-national company works with US companies for brand placement in China. The headquarters will house approximately 12 employees; however, the company has employees throughout the USA and in China.
- 2749 South Broadway – Vacant thrift store recently sold and will be remodeled for use by another retailer.
- **Scientology Building at 3385 South Bannock is being considered by one or more developers for conversion into a mixed use apartment building. One prospective user cited exorbitant conversion costs. Another developer is working with Blue Sky Architecture on a plan for the reuse of the building.**

**CITY OF ENGLEWOOD  
2013/2014 CALENDAR OF EVENTS**



<b>Thurs., Nov. 28</b>		<b>City Hall closed — Thanksgiving Day</b>
<b>Fri., Nov. 29</b>		<b>City Hall closed — Thanksgiving Day Holiday</b>
Mon., Dec. 2	5:30 p.m.	Holiday Tree Lighting, Piazza
	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Tues., Dec. 3	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Dec. 4	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Dec. 9	Cancelled	Study Session, Community Room
Tue., Dec. 10	7:00 p.m.	Library Board, Library Board Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
Wed., Dec. 11	<b>Cancelled</b>	Water and Sewer Board, Comm. Dev. Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Dec. 12	11:30 a.m.	Alliance for Commerce, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Malley Rec. Center
Mon., Dec. 16	Cancelled	Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Tues., Dec. 17	<b>Cancelled</b>	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Dec. 18	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Dec. 23	Cancelled	Study Session

<b>Tues., Dec. 24</b>		<b>City Hall closed — Christmas Eve</b>
<b>Tues., Dec. 25</b>		<b>City Hall closed — Christmas Day</b>
Mon., Dec. 30	Cancelled	Study Session
<b>Tues., Dec. 31</b>		<b>City Hall closed — New Year's Eve</b>
<b>Wed., Jan. 1</b>		<b>City Hall closed — New Year's Day</b>
	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, Telephone poll
Mon., Jan. 6	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Jan 7	7:00 p.m.	Planning and Zoning, City Council Conf. Room/Council Chambers
Wed., Jan 8	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Jan 9	11: 30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	6:30 p.m.	Transportation Advisory Board, City Council Conf. Room
Mon., Jan. 13	6:00 p.m.	Board and Commission Interviews, City Council Conf. Rm.
Tues., Jan. 14	6:30 p.m.	Keep Englewood Beautiful, City Council Conf. Rm.
Wed., Jan. 15	6:30 p.m.	Code Enforcement Advisory Committee
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
<b>Mon., Jan. 20</b>		<b>City Hall closed — Martin Luther King Day</b>
Tues., Jan. 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Weds., Jan 22	7:00 p.m.	Planning and Zoning Commission, City Council Conference Room/Council Chambers
Mon., Jan. 27	6:00 p.m.	Study Session, Community Room
Mon., Feb. 3	6:00 p.m.	Study Session, Community Room

**TENTATIVE**

**STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL**



December 9	Study Session - Cancelled
December 16	Regular Meeting Holiday Dinner – No Study Session Scheduled
December 23	Christmas Holiday week – no meeting scheduled
December 30	New Year’s Holiday week – no meeting scheduled
January 6	Study Session & Regular Meeting Financial Report Home Occupations Council Policy concerning Abstentions BID Distribution
January 13	Study Session Board and Commission Interviews
January 21	Study Session & Regular Meeting – Tuesday Security Camera Update South Platte Working Group 2 Proposed Improvements Citizen of the Year Selection Board and Commission Appreciation Celebration Discussion
January 27	Study Session Comprehensive Plan 2014 Citizen Survey PIF/CIP Update Board and Commission Reports
February 3	Study Session & Regular Meeting Colorado & County Legislators - tentative RTD Representatives - tentative
February 10	Study Session
February 18	Study Session & Regular Meeting – Tuesday

February 24	Study Session Board and Commission Reports
March 3	Study Session & Regular Meeting
March 10	Study Session NLC Conference in Washington, D. C.
March 17	Study Session & Regular Meeting
March 24	Study Session Board and Commission Reports
March 31 <sup>st</sup>	No meeting scheduled – 5 <sup>th</sup> Monday
April 7	Study Session & Regular Meeting

### **FUTURE STUDY SESSION TOPICS**

South Metro Fire Rescue Authority Feasibility Study  
 Citizen Engagement/Mindmixer  
 Nextdoor Network  
 Public Comment Process  
 BID Assets/Additional Information  
 Metro Fire Training Center Options  
 River Run Development  
 Motel Calls for Service  
 Kent Place right-of-way and easement dedications  
 ServiCenter oil room and equipment wash bay  
 US Legislators  
 City Council Goal Setting – Mid-February  
 WWTP Farm Lease

# Budget Advisory Committee

City of Englewood, Colorado

City Manager's Office

1000 Englewood Parkway

Englewood, CO 80110-2373

Website: [www.Englewoodgov.org](http://www.Englewoodgov.org) 



## MINUTES

Englewood Civic Center  
Community Room, Second Floor  
Wednesday, July 17, 2013  
7:30am

These meetings are recorded, please be mindful of side conversations

1. Call to Order
  - o Committee Members Present: Joel Day, Christine McGroarty, Harvey Pratt, Steven Ward
  - o City Council Liaison Present: Joe Jefferson
  - o City Staff Present: Gary Sears, Frank Gryglewicz, Jennifer Nolan
2. New Business
  - a. Introductions 
  - b. Review Ordinance establishing the Budget Advisory Committee 
  - c. Elect Chairperson and Officers 
    - Chair – Harvey Pratt
    - Vice Chair – Christine McGroarty
  - d. Establish Meeting Ground Rules 
    - Quorum is three out of the four members present
    - Members may attend meeting in person or by call-in
    - If not able to attend meeting, Committee members will call in the day before
  - e. Establish Meeting Schedule 
    - Third Tuesdays of the Month at 4:30pm
  - f. Discuss the City's Financial Structure and Budget Process 
3. Budget Advisory Members Choice 
4. Adjourn 
  - o Meeting adjourned at 9:59am

Harvey Pratt, Chair

Date

*July 19, 2013*

Please note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood (303-762-2409) at least 48 hours in advance of when services are needed. Thank you.

# Budget Advisory Committee

City of Englewood, Colorado

City Manager's Office

1000 Englewood Parkway

Englewood, CO 80110-2373

Website: [www.Englewoodgov.org](http://www.Englewoodgov.org)



## Minutes from the Budget Advisory Committee

Englewood Civic Center

Community Development Conference Room, Third Floor

Tuesday, August 20, 2013

1. Call to Order – 4:30 p.m. in the Community Development Conference Room the 

Present:

Committee Members: Harvey Pratt, Chair; Christine McGroarty, Vice Chair; Joel Day, and Steve Ward

Council Members: Joe Jefferson, Linda Olson and Randy Penn

City Staff: Gary Sears, Mike Flaherty, Frank Gryglewicz, Jennifer Nolan and Alan White

Absent: None

2. Approval of Meeting Minutes from the July 17, 2013 meeting. 

3. New Business

- Obtained signatures of Budget Advisory Committee Members on Oath of Office 
- Comparative Information regarding surrounding jurisdictions citizen budget advisory committees
- City Bonds Ratings
- Mill Levy Information – How it is Determined and Calculated / Comparative Data 
- Retail Study Presentation of Sales Tax and Impact of Outside City Sales Tax 
- Politics and Public Sector Budgeting Presentation
- BAC Members Discussion of Next Steps

4. Budget Advisory Members' Choice 

5. The meeting adjourned at 6:08pm 

Harvey Pratt, Chair

Date

*Nov. 19, 2013*

# Budget Advisory Committee

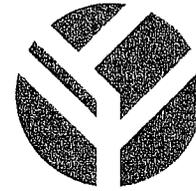
City of Englewood, Colorado

City Manager's Office

1000 Englewood Parkway

Englewood, CO 80110-2373

Website: [www.Englewoodgov.org](http://www.Englewoodgov.org)



## MINUTES

Englewood Civic Center

Community Development Conference Room, Third Floor

Tuesday, September 17, 2013

4:30pm to 6:00pm

These meetings are recorded, please be mindful of side conversations.

### 1. Call to Order and Roll Call of Members

Present:

Committee Members: Harvey Pratt, Chair; Christine McGroarty, Vice Chair; Joel Day and Steve Ward

Council Members: Joe Jefferson and Linda Olson

City Staff: Gary Sears, Mike Flaherty, Frank Gryglewicz, and Jennifer Nolan

Absent: None

### 2. Approval of Meeting Minutes – August 20, 2013

### 3. New Business

- Capital Budget Item Requests – 2014 and Near Future Requests (Mike Flaherty) 
  - History of Requests versus Funds Available
  - Benefit of Lease versus Purchase of Capital Equipment/Vehicles 
- Budget Impact of the current development projects (Gary Sears and Mike Flaherty) 
- Long-Term Asset Reserve – (history, past and present spending) 
- Public Hearing Budget Issues 

### 4. Old Business

- Address questions regarding Public Policy and Budgeting power point presentation (Gary Sears) 

### 5. Budget Advisory Members' Choice

- Update on Citizen Advisory Groups from Other Jurisdiction 
- BAC's Involvement in Mill Levy Increase Discussion 
- BAC Member Terms Extended to 5 years versus 3 years (Provides BAC Members two budget cycles for their comments) Clarification to agenda item to possibly change the ordinance sunset provision from 3 years to 5 years. 
- BAC Goals for 2014 

### 6. Adjourn

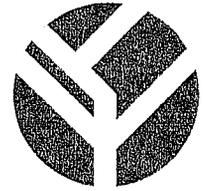
Harvey Pratt, Chair

Date

*Nov. 19, 2013*

# Budget Advisory Committee

City of Englewood, Colorado  
City Manager's Office  
1000 Englewood Parkway  
Englewood, CO 80110-2373  
Website: [www.engagewoodgov.org](http://www.engagewoodgov.org)



## MINUTES

Englewood Civic Center  
Community Development Conference Room, Third Floor  
Tuesday, October 15, 2013  
4:30pm to 6:00pm

These meetings are recorded, please be mindful of side conversations.

1. Call to Order and Roll Call of Members   
Members Present: Harvey Pratt, Chair Person; Christine McGroarty, Vice Chair; Joel Day and Steve Ward  
Council Members Liaison Absent: Joe Jefferson and Linda Olson  
Staff Present: Gary Sears, Mike Flaherty, Frank Gryglewicz and Jennifer Nolan
2. Approval of Meeting Minutes – September 17, 2013 
3. New Business
  - o Update on 2014 Proposed Budget (Gary Sears) 
  - o TABOR (Frank Gryglewicz) 
  - o Economic Incentive Policy (Mike Flaherty) 
  - o Review Capital Projects Decision Making/Prioritization Process and ICMA Capital Projects Related Materials (Mike Flaherty and Gary Sears) 
4. Old Business
  - o None
5. Budget Advisory Members' Choice 
  - o Update on Citizen Advisory Groups from Other Jurisdictions (Joel Day and Steve Ward)
  - o Discuss whether to Approve Meeting Minutes if not listened to (Christine McGroarty)
  - o Revenue Possibilities / Brainstorming Revenue Ideas (Christine McGroarty)
6. Adjourned Meeting at 6:05pm 

Harvey Pratt, Chair

Date

Nov 19, 2013

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
City Council Chambers  
November 19, 2013**

▶  
**I. CALL TO ORDER**

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

Present: Townley, Knoth, Fish, Roth, Welker, Kinton, Brick

Absent: Bleile (excused), King (unexcused), Freemire, Alternate (excused)

Staff: Alan White, Director of Community Development  
Chris Neubecker, Senior Planner  
Brook Bell, Planner II  
Nancy Reid, City Attorney

▶  
**II. APPROVAL OF MINUTES**  
November 5, 2013

Fish moved:

Knoth seconded: TO APPROVE THE NOVEMBER 5, 2013 MINUTES

Chair Brick asked if there were any modifications or corrections. The minutes will be corrected to reflect that the meeting was held in City Council Chambers.

AYES: Townley, Knoth, Fish, Roth, Welker, Kinton, Brick

NAYS: None

ABSTAIN: None

ABSENT: Bleile (excused), King (unexcused)

Motion carried.

**III. APPROVAL OF FINDINGS OF FACT**



ZON2013-002 Chick-Fil-A at Speers Broadway PUD

Roth moved;

Knoth seconded: TO APPROVE THE FINDINGS OF FACT FOR ZON2013-02 CHICK-FIL-A AT SPEERS BROADWAY PUD

AYES:Townley, Knoth, Fish, Roth, Welker, Kinton, Brick

NAYS:None

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)



SUB2013-008 Speers Broadway Addition Filing 2, 1st Amendment Major Subdivision

Fish moved;

Knoth seconded: TO APPROVE THE FINDINGS OF FACT FOR SUB 2013-008 SPEERS BROADWAY ADDITION FILING 2, 1ST AMENDMENT MAJOR SUBDIVISION

AYES:Townley, Knoth, Fish, Roth, Welker, Kinton, Brick

NAYS:None

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)

Motion carried.



**IV.PUBLIC HEARING**

- Case #2013-02 Amendments to Small Lot Development Standards

Fish moved;

Knoth seconded: TO OPEN THE PUBLIC HEARING FOR CASE #2013-02 AMENDMENTS TO SMALL LOT DEVELOPMENT STANDARDS

AYES:Townley, Knoth, Fish, Roth, Welker, Kinton, Brick

NAYS:None

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)

Motion carried.



Brook Bell, Planner II, was sworn in. Mr. Bell presented the Staff Report for Case #2013-02 Amendments to Small Lot Development Standards. Proof of publication for the Public Hearing was presented.

The proposed amendment would define the development standards for those lots that are smaller than small lots as defined in the UDC Section 16. These lots will be referred to as "Urban Lots."

The proposed amendments to the small lot development standards will accomplish the following three objectives:

1. The proposed amendments will effectively regulate smaller residential lots (hereafter called "Urban Lots") that contain or contained a one-unit dwelling existing on or before February 23, 2004, and have 25 ft. or more of Lot Width, and 3000 sq. ft. or more of Lot Area. These Urban Lots will no longer be considered nonconforming and will have appropriate development standards codified in the UDC. This will provide approximately 215 residential properties with a high degree of certainty for the purposes of appraisal, sale, additions, redevelopment, etc.
2. The proposed amendments will establish a process for the possible development of Vacant Urban Lots that legally existed on or before February 23, 2004, and have 25 ft. or more of Lot Width, and 3000 sq. ft. or more of Lot Area. Development of these Vacant Urban Lots could be possible if approved by the Planning and Zoning Commission at a public hearing. Any appeals to the Planning and Zoning Commissions decision would be to City Council. There are approximately 15 properties in this category.
3. The proposed amendments will establish a process for regulating Urban Lots with less than 25 ft. of Lot Width or less than 3,000 sq. ft. of Lot Area. These lots might be vacant or could have an existing dwelling unit on the property. Additions, redevelopment, or development of these properties would be possible if approved by the Planning and Zoning Commission at a public hearing. Any appeals to the Planning and Zoning Commissions decision would be to City Council. There are approximately 45 properties in this category although 31 of the properties are unlikely to see any redevelopment activity since they are attached townhomes.

Mr. Welker asked what the procedure would be if a current owner who has an Urban Lot adjacent to another lot wished to change the property line to encompass both lots.

Mr. Bell replied that it would be a property combination and would be an administrative function. The amendment does not allow for the future creation of Urban Lots.



Fish moved;

Kneth seconded: TO CLOSE THE PUBLIC HEARING FOR CASE #2013-02 AMENDMENTS TO SMALL LOT DEVELOPMENT STANDARDS

AYES:Townley, Kneth, Fish, Roth, Welker, Kinton, Brick

NAYS:None

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)

Motion carried.



Fish moved;

Kneth seconded: TO APPROVE CASE #2013-02 AMENDMENTS TO SMALL LOT DEVELOPMENT STANDARDS AS SUBMITTED BY STAFF

Discussion: Mr. Roth expressed that this is a beneficial addition to the UDC and complements the comprehensive plan objectives of improving housing investment (1-3) to improve the housing units and a wider range of housing types and also (2-1) to encourage home ownership, property improvement and house additions. Mr. Welker stated that the amendment clears up a minor problem in the code and this is an appropriate action. Chair Brick added that further defining the UDC is helpful to the community by allowing property owners to utilize their property in a uniform and specific way eliminating the contestation of the usage.

AYES:Townley, Kneth, Fish, Roth, Welker, Kinton, Brick

NAYS:None

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)

Motion carried.



#### **V.PUBLIC FORUM**

No public was present.



## VI. ATTORNEYS CHOICE

The City Attorney did not have any comments.



## VII. STAFFS CHOICE

Chris Neubecker, Senior Planner, addressed the topic of the rules for the Public Forum and the need to facilitate a process for members of the community to comment on topics not related to the hearing items on the agenda. Assistant City Attorney Nancy Reid stated that the responsibility of the Commission is to review and make recommendations to City Council. Hosting a Public Forum at Study Session meetings subjects the board members to claims of ex parte communication or undue influence. Concerns by citizens should be directed to Staff outside of Commission meetings and Staff will examine the information and present to the Commission for review. Individuals commenting during Public Forum at Study Session are not sworn in as that would create a Public Hearing. Discussion ensued about how to include citizens opinions in the review process. It was determined that the intent of the verbiage regarding Public Forum is to prevent further discussion of a topic once a decision has been reached.

Chair Brick recommended that the Planning and Zoning Commission Handbook be reviewed at a future date.

Fish moved;

Roth seconded: TO RETAIN PUBLIC FORUM AS AN AGENDA ITEM FOR STUDY SESSIONS WITH LANGUAGE TO INCLUDE THAT COMMENT WILL NOT BE ACCEPTED ON PENDING DEVELOPMENT APPLICATIONS.

Discussion: Mr. Roth stated that the Chair has the authority to determine whether or not a comment is appropriate for the Public Forum. Mr. Welker is not opposed to having Public Forum at Study Sessions but if there is a formal request before the Commission regarding a topic that is before the City Council that is being discussed at a Study Session, that topic should not be commented on. Ms. Townley expressed that there should be more definition regarding comments accepted by the public in regards to pending development applications.

AYES:Townley, Knoth, Fish, Roth, Welker, Kinton

NAYS:Brick

ABSTAIN:None

ABSENT:Bleile (excused), King (unexcused)

Motion carries.



Chris Neubecker, Senior Planner, reminded everyone about the field trip on Friday, November 22. Transportation will be provided to the Commission and staff and he requested that everyone attending be at Englewood Civic Center at 8:45 a.m. Trip will include a tour of Longmont, Baker Commons in Denver and a stop to see improvements made by the City and County of Denver along Broadway.



Alan White, Director of Community Development, asked the Commission about plans for a holiday dinner. It was agreed that dinner will be brought in to the December 3rd meeting and the December 17th meeting will be cancelled unless a Public Hearing is necessary.

#### **VIII.COMMISSIONERS CHOICE**



Chair Brick acknowledged Councilman Yates presence at the meeting.

Mr. Welker commented on ease of use of Englewoods zoning code compared to Denver and Boulder due his personal experience in working with those other municipalities. They are relatively difficult to understand and interpret compared to the City of Englewood.



Mr. Fish thanked the City Attorney for sharing thoughts on procedural rules.



Meeting adjourned at 8 p.m.

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Julie Bailey, Recording Secretary