
Council Newsletter



CITY MANAGER'S NOTES February 6, 2014

Upcoming Council Meetings

City Council will meet on **Monday, February 10, 2014**. An Executive Session will begin at 6:00 p.m. in the City Council Conference Room. The Study Session will begin at 6:30 p.m. in the Community Room. There is no Regular Meeting scheduled. The agenda is attached. Sandwiches will be available.

City Facilities will be closed for President's Day on **Monday, February 17, 2014**.

The next City Council meeting will be **Tuesday, February 18, 2014**.

Informative Memoranda

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

1. News Release concerning the public hearing on home occupations zoning continued to February 18, 2014.
2. News Release concerning the South Platte Working Group.
3. Invitation for a new residential development at 2969 South Lincoln Street, February 13th.
4. Letter from Inter-Faith Community Services expressing appreciation for the donation.
5. Englewood Public Library Children's Area Reconstruction Grand Opening on March 8th.
6. Memorandum concerning the Business Summit on May 15, 2014.
7. Memorandum concerning the Project Update.
8. Memorandum concerning the Fire Service Proposals
9. Police Department Summary Report for December, 2013.
10. Calendar of Events.
11. Tentative Study Session Topics.
12. Minutes from the Liquor and Medical Marijuana Licensing Authority telephone poll on January 15, 2014.
13. Minutes from the Planning and Zoning Commission meeting of January 22, 2014.



Parks and Recreation Department

Tax Assistance Program Starts At Malley February 7

Individuals with low/middle incomes, especially those 60 years of age and older, can take advantage of free federal and state income tax assistance at the Malley Senior Recreation Center.

Every Friday from February 7 through April 11, volunteers will prepare free tax returns for qualified candidates from 9 a.m.-2:30 p.m., by appointment only. Individuals looking for more information can call 303-762-2660 or stop by the Malley front desk.

Leigh Ann Hoffhines

From: Leigh Ann Hoffhines
Sent: Tuesday, February 04, 2014 3:34 PM
To: Englewood Herald - Tom Munds Clayton Woullard
Kevin Hamm Tom Barry
Villager - News Desk
Cc: Leigh Ann Hoffhines
Subject: City of Englewood: Notice of February 18 Public Hearing on Home Occupations



City of Englewood, Colorado News Release

For Immediate Release: February 4, 2014
Media Contact: Michael Flaherty, Deputy City Manager
Phone: 303-762-2314
E-Mail:

Englewood Public Hearing on home occupations zoning continued until February 18

Englewood, CO: At its meeting on February 3, Englewood City Council held a Public Hearing to gather input regarding a proposed bill for an ordinance to allow certain home businesses in Englewood's R-1-A residential zones. The Public Hearing was continued to the City Council meeting on Tuesday, February 18, 2014, which will be held at 7:30 pm in the 2nd Floor Council Chambers at the Englewood Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

The zoning proposal was prompted last year by concerns about the limitations of the current Home Occupations regulations, which prohibit home occupations in the R-1-A zone district. Citing the growing trend of home-based businesses around the world and modern technology that allows people to operate businesses from almost anywhere, Englewood's Planning and Zoning Commission forwarded the proposed ordinance to Council with a recommendation for approval.

City Council approved the ordinance on first reading January 21 and scheduled the February 3 Public Hearing. Concerned that not enough people were aware of the proposed zoning amendments, City Council voted to continue the Public Hearing until February 18, 2014.

"We think this proposed zoning change will make it easier for people to do business in Englewood" said Englewood's Mayor Randy Penn. "But we also want to make sure the community is aware of the proposal and has an opportunity to provide input at the February 18 Public Hearing."

Interested community members are encouraged to attend the February 18 Public Hearing to provide input on the proposed zoning change. To find out more about the proposal, please visit the City Council Agendas and Minutes page on the City of Englewood's website: www.Englewoodgov.org/inside-city-hall/city-council/agendas-and-minutes.

Communication Services
5334 South Prince Street
Littleton, Colorado 80120-1136
Phone: 303-795-5467
Fax: 303-734-5470
www.arapahoegov.com

For release: February 3, 2014

Contact:
ANDREA RASIZER
Communication Services Director
Direct: 303-795-4284
Mobile: 303-882-1909
E-mail:

A visionary tale

Arapahoe County Working Group releases report outlining future recreation, accessibility and economic development possibilities for the South Platte River

LITTLETON, CO --- After completing a nine-month visioning process, the South Platte Working Group – a collaboration of city, county, state and special district elected leaders and staff - has released a report outlining a future vision plan for recreation, accessibility and economic development opportunities for the South Platte river corridor in Arapahoe County.

The *South Platte River Corridor Vision* report, which is available for review and comment at <http://www.arapahoegov.com/DocumentCenter/View/1792>, is the result of several months of research, discussions and outreach to stakeholders and communities, including a half-day charrette in September 2013.

“This report provides a more comprehensive picture of what we envision for the South Platte River corridor in the future,” said Commissioner Nancy A. Doty, who represents District 1, which includes the communities along the South Platte. “By working together, the members who make up the South Platte Working Group will be able to prioritize projects, pool resources and continue to accomplish our goals for this important amenity in a deliberate and thoughtful way.”

Convened by Arapahoe County in 2006 with an initial \$3 million pledge, and another \$5 million in 2012 – both funded from the Open Space sales and use tax, the South Platte Working Group has racked up several accomplishments in its short existence.

The South Platte Working Group, which consists of 21 local jurisdictions and agencies, has contributed more than \$25 million (including a \$5.25 million Legacy grant from Great Outdoors Colorado) for projects that have improved the environmental viability, restoration and beautification, as well as improved connections to the river greenway and park system from C-470 on the south to Yale Avenue on the north.

“This vision document is our way of strategically identifying how we can continue to restore this beautiful recreational, environmental and economic development amenity,” said Littleton City Council member Debbie Brinkman. “The South Platte Working Group has accomplished a great deal to improve the river corridor and this report charts a new path for future opportunities.”

By working collaboratively, the South Platte Working Group has acquired 50 acres of open space; built six new bike/pedestrian bridges and added six trailheads and 3.2 miles of new trail – all designed to protect, improve and restore this popular recreational amenity, which continues to be impacted by urban development and population growth.

The South Platte River Corridor Vision report outlines the group's future efforts to improve and protect the river corridor. Some of the outcomes and recommendations from the report include:

- Identifying approaches to further integrate the communities of Englewood, Sheridan, Littleton and Columbine Valley to the river in ways that both increase recreational opportunities and facilitate economic development.
- Completing a series of "quick wins" or projects that can be pursued immediately to improve the recreational experience along the South Platte. The plan identifies 11 projects that are supported and can be completed with appropriate funding. Some of the projects identified include: improving the Oxford to Union Avenue corridor; enhancing the Little Dry Creek Corridor and improving the Centennial Park Oxbow Nature area, to name a few.
- Embracing the unique qualities of the South Platte by building on and embracing the industrial character of some of its areas for education, public art and cultural events.

"It really is exciting to see how the Vision Plan essentially captures some of the best qualities of the South Platte River in the northern part of Arapahoe County," said Englewood Mayor Randy Penn. "This plan charts the future for the varied land uses that will make its mark on Englewood and other communities for years to come."

Comments on the draft report are welcomed from anyone interested in the recreation, habitat and economic development along the South Platte. For more information about the South Platte Working Group, visit www.arapahoegov.com/index.asp?NID=469. A copy of the report is available at: <http://www.arapahoegov.com/DocumentCenter/View/1792>. Photos of the South Platte are available at: <http://www.arapahoegov.com/gallery.aspx?AID=13>

* * *

About the South Platte Working Group:

Convened by Arapahoe County in 2006, the South Platte Working Group has secured more than \$25 million in funding, including a \$5.25 million Great Outdoors Colorado Legacy grant, to complete more than 20 projects aimed to improve the quality of life for residents in western Arapahoe County.

Members: Arapahoe County • Arapahoe County Open Spaces and Trails Advisory Board • City of Englewood • City of Littleton • City of Sheridan • South Metro Land Conservancy • South Suburban Park and Recreation District • South Suburban Park Foundation • Town of Columbine Valley • Trust for Public Land

Partner and Stakeholder Agencies: Colorado Water Conservation Board • Great Outdoors Colorado • Trout Unlimited • Urban Drainage and Flood Control District • US Army Corps of Engineers

Awards: 2011 Cherry Creek Stewardship Partners Stewardship Award • 2010 Blue Grama Award for Outstanding Achievement from the Colorado Open Space Alliance • 2008 Denver Regional Council of

Governments Metro Vision Gold Award for Collaboration • 2008 Arapahoe County's *Progress Takes Flight*
Award

* * *



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Katie & Ellese McKenney

303.589.2895 Katie cell | 303.589.5040 Ellese cell

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Greenwood Village, CO 80111
303.893.3200



January 31, 2014

City of Englewood
Attn: Randy Penn, Mayor
1000 Englewood Parkway
Englewood, CO 80110

Dear Englewood City Council Members:

I would like to take this opportunity to thank the Englewood City Council for the contribution of \$7,500 to provide support to low-income people residing in the City of Englewood.

Demand for the services of Inter-Faith continues to increase due to the struggling economy. Because of funding from the City of Englewood, we can continue to make a difference in the lives of many low-income citizens of Englewood.

Again, thank you. I look forward to our continued partnership as we work together to make a difference in the lives of many.

Sincerely,

Sandra Blythe-Perry, Executive Director

No goods or services have been received in exchange for this grant.

NEIGHBORS HELPING NEIGHBORS
3370 SOUTH IRVING ST. ENGLEWOOD, CO 80110-1816
(303) 789-0501 . (303) 789-3808 FAX . WWW.FCS.ORG

Children's Area Reconstruction

Children's room will be under construction the week of **February 18–24**, with limited access for books and other materials.

The Storytime room will be **OPEN**, so please stop by for regular storytimes.

Don't forget the STEM program on **Tuesday, February 18th!**



Join us for a **GRAND OPENING** on **Saturday, March 8th** to celebrate our new Children's room. Special entertainers will be on hand **1:00–4:00** with something special for children, young and old!

ENGLEWOOD PUBLIC LIBRARY



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council

THROUGH: Gary Sears, City Manager
Michael Flaherty, Deputy City Manager
Alan White, Community Development Director

FROM: Darren Hollingsworth, Economic Development Manager

DATE: February 4, 2014

SUBJECT: Business Summit 2014 – Date and Speakers Confirmed

2014 Business Summit

The date and speakers for the 2014 Englewood Business Summit have been confirmed. The event will be on Thursday, May 15 from 7:30 AM to 10:00AM. This date was selected to meet the timeframe and availability of the featured speakers.

This morning event will focus on emerging demographic trends and how businesses are responding to the upcoming demographic shift. Below is the format for the event:

7:30 – 8:00 AM - Networking and a continental breakfast in the Community Room

8:00 – 8:10 AM - Opening Remarks by Mayor

8:10 – 9:30 AM – Economic Development Panel

- Elizabeth Garner, Colorado State Demographer
- Brad Segal, Progressive Urban Management Associates. Mr. Segal is an expert on downtown trends and consults municipalities and downtown associations.

9:30 – 9:40 AM – Break

9:40 to 10:00 AM – Questions and Answers with Englewood City Council

Marcia McGilley from the Small Business Development Center has graciously agreed to be the facilitator and emcee for the 2014 Business Summit.

Background

One of Council's priorities for economic development was to host a 2013 Business Summit, which took place on February 26, 2013. The event generated attendance from approximately 120 business leaders. The Business Summit was the City's first attempt to host an event of this nature and by many accounts was well received by attendees and participants. The event featured keynote presentations by Tom Clark, CEO of the Metro Denver Economic Development Corporation and Patty Silverstein, President of Development Research Partners. The event concluded with a facilitated question and answer session with Englewood City Council.

Council has expressed an interest in conducting another Business Summit in 2014. This topic was discussed by members of the Alliance for Commerce in Englewood (ACE) at its October and November meetings. The speakers and format for the 2014 business summit were largely derived from the recommendations and conversation by ACE members.

Next Steps – Marketing and Confirmation of Business Related Booths

Save the date postcards will be printed and distributed in late February or early March. Council will be provided copies of these postcards. Marketing efforts for the event will begin in earnest in early March. Below is a summary of the marketing activities that take place:

- Social Media Marketing - The event will be posted on Meetup.com pages for the Greater Englewood Chamber of Commerce (GECC) and the South Metro Denver Chamber of Commerce (SMDCC), in addition to the City of - Englewood's website and Facebook page.
- E-mail Marketing – An informational e-mail and flyer will be developed and forwarded to Council, Chambers of Commerce, Boards and Commission and other business entities to market the event.
- Staff will work with the GECC and SMDCC to walk the business neighborhoods in Englewood to personally invite business owners. Special attention will be afforded to businesses in the industrial neighborhoods, medical businesses, and retailers along the South Broadway commercial corridor.
- Citizen Newsletter – Time allows for this event to be publicized in the Citizen Newsletter twice. The March/April edition will include a save the date notification. The May / June edition will include more of a marketing piece and invitation to the event.

The venue will allow for organizations to place business-related booths in the Community Room. This will allow for businesses to network and find out about business resources that support a vital and vibrant business community. The following is a list of anticipated booth attendees:

- City of Englewood – The City will have a booth that provides information about the various economic development programs and initiatives that would be of interest to attendees.
- Small Business Administration – A representative from the Small Business Administration (SBA) has expressed an interest in having a booth at the 2014 Business Summit to provide information about the broad array of business-related resources and services offered through the SBA.
- Chambers of Commerce – Representatives from the Greater Englewood Chamber of Commerce and South Metro Denver Chamber of Commerce will be invited and encouraged to have a booth at the 2014 Business Summit.
- Apartment Association of Metro Denver – A representative from the Apartment Association of Metro Denver has expressed an interest in having a booth at this event. Englewood has a lot of development activity involving the construction of multi-family units and the Association has information about the economic benefits derived from apartment dwellers.
- Colorado Enterprise Fund – A representative from the Colorado Enterprise Fund will be invited to have a booth at the 2014 Business Summit. This fund provides financial assistance business start-up and expansion activities, oftentimes overlooked by traditional financial lending institutions.

MEMORANDUM



TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: David Henderson, Deputy Public Works Director ✓

DATE: February 5, 2014

SUBJECT: PROJECT UPDATE – **Duncan Park Improvements**, Golf Course Wet Well, Library Remodel, Little Dry Creek Plaza Repairs, Redevelopment at 5001 S. Broadway, Flood Middle School Redevelopment, Security Camera Project, Servicercenter 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

DUNCAN PARK IMPROVEMENTS

Final plans are being revised to incorporate “value engineering” suggestions to reduce the project cost. The scope of the project is not being reduced. All major elements will remain in the base bid. We expect to bid the project in March.

GOLF COURSE WET WELL

City Council approved a contract to replace the wet well and pump house building located between the lakes on the front nine of the Broken Tee Golf Course. The wet well and pumps provide irrigation for the golf course. This project includes the demolition of the existing pump house building, installation of a new lining in the 30 year old wet well pipe, and construction of a new pump house building.

The contractor, **Industrial Group**, continued work as weather allows. The project is expected to be completed in April.

LIBRARY REMODEL

Public Works staff is coordinating a remodeling project in the library. The project is being funded from a donation and will be done in three phases:

- Phase I New computer use area in current display alcove, east side - **complete**
- Phase II Remove some shelving and relocate four computers in adult area - **complete**
- Phase III New carpeting, pillars, paint, and furniture in children’s areas – **will start on February 17th.**

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) completed the project. Landscaping improvements will follow in the spring of 2014.

REDEVELOPMENT - 5001 S. BROADWAY

The Advance Auto store opened for business on December 21st. **Colorado Structures Inc. continued construction of the Sprouts store.** Sprouts is expected to open in June, 2014.

Site work (completion of the traffic signal, sidewalk warranty work) will be completed this spring, prior to Sprout’s opening.

FLOOD MIDDLE SCHOOL REDEVELOPMENT

Demolition is complete and Wood Partners now owns the site. Wood Partners' contractor continued grading the site and excavating for the parking garage. Undergrounding of overhead utilities (power lines, phone lines, cable, and traffic) continued.

SECURITY CAMERA PROJECT

City Council approved a contract with Long Solutions. Staff is meeting with the contractor regarding schedule and work requirements. Staff will provide updates as information is available.

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 attended the February 3rd Study Session and provided an update. We will present a motion to award a design contract at an upcoming City Council meeting.

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 completed gas line replacement work in the 2900 and 3000 blocks of S. Downing Street and the 3900 – 4000 blocks of S. Grant Street. Pavement restoration will be completed as weather and schedule allow. Gas line replacement in the 1000 – 1100 blocks of E. Bates Parkway, the 4400 block of S. Delaware Street, the 4400 - 4500 blocks of S. Pennsylvania Street, and the 3500 – 3600 blocks of S. Elati Street continues as weather allows.

Staff continued reviewing additional Xcel permit requests including S. Broadway between Rafferty Gardens and Centennial, the 1500 – 1700 blocks E. Dartmouth Avenue, and Union Avenue at Santa Fe.

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 met with Xcel on January 23rd 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, CityCenter Community, Nixon's Coffee House, 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, and Einstein Bagels.

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.

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, 2012.

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 Servicer is now "single-streaming" waste at the Servicer 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.

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.

/lt



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council

THROUGH: Gary Sears, City Manager

FROM: Michael Flaherty, Deputy City Manager

DATE: February 5, 2014

SUBJECT: Fire Service Proposals

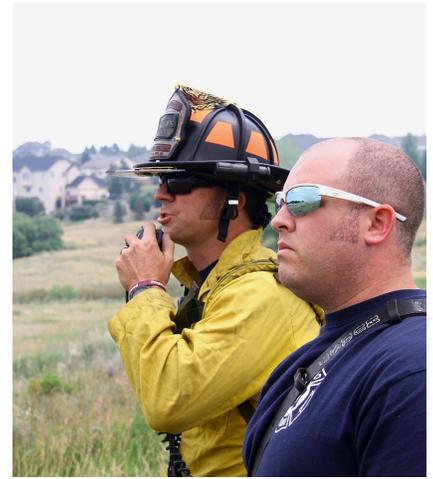
Formal proposals for fire and emergency services have been received from the South Metro Fire Rescue Authority and the Fire Department of the City and County of Denver. Copies of each of the proposals are attached.

Chief Marsh, along with members of the Englewood Fire Department, the City Manager's Office and other affected City departments are in process of analyzing each of the proposals, as well as an analysis of issues related to retaining our current municipal department. Chief Marsh and Deputy Manager Flaherty will present preliminary findings at the City Council Study Session on February 24.

South Metro Fire Rescue Authority
9195 E. Mineral Ave., Centennial, Colorado 80112

720-989-2000

www.southmetro.org



South Metro Fire Rescue Authority Proposal for Emergency Services for the City of Englewood January 30, 2014



Summary

The South Metro Fire Rescue Authority has prepared this proposal to answer specifics on providing fire and emergency services to the City of Englewood. The proposal will answer the questions and concerns posed to the SMFRA staff in greater detail but the summary of the proposal is presented here. This proposal presents a contractual agreement for the SMFRA to provide emergency services to the City of Englewood.

Services Provided

Emergency Responses - The South Metro Fire Rescue Authority will provide response to emergencies within the City of Englewood from one station centrally located within the City. This station will house two fire companies, a tower and an engine (both with 4 person staffing), and initially two medical ALS transport units. In addition the City has the SMFRA resources available as needed from other stations, including battalion chiefs, additional fire units, and specialty teams and units. Further, the Authority is implementing a pilot program for an Advanced Resource Medic or ARM car. It is proposed to implement ARM car service to the City residents following a successful pilot program. We will provide all apparatus and vehicles.

Community Safety Services - The City will also receive services for fire and life safety review of building plans and new building inspections and business inspections. Community preparedness services will also be provided.

Support Services – The Authority will provide dispatch services for the City including AVL (Automatic Vehicle Location) responses (closest unit response). All apparatus and vehicles will be serviced by our Fleet Services bureau. The station will have construction management and on-going maintenance from our Facilities unit.

Expense to City

Annual Operating Fee

Field operations staffing	\$ 4,534,276
Community Safety Services staffing	\$ 532,076
Operating Costs	\$ 1,429,794
Total Annual Costs (Base Price)	\$ 6,496,146

Additional Charges

Excess staffing costs (decreases through attrition & terminates in 3 years): \$457,785/year max.

One time consolidation expense: \$5,450,010

5 year amortization at 4% \$1,224,220/year

7 year amortization at 4% \$908,024/year

10 year amortization at 4% \$671,937/year

The method of paying for the one-time expenses is open to discussion between the Council and the SMFRA Board of Directors.

Governance Structure

The South Metro Fire and Rescue currently operates as an Authority as authorized by Colorado Revised Statutes. There are two member agencies that have members on the Authority Board: Parker Fire Protection District and South Metro Fire Rescue (both are fire protection districts under CRS Title 32.) Future plans (January of 2016) calls for the merger of both districts into a single fire protection district with a seven member board. Each board member will represent a director district that is of approximately equal population. Each position would represent about 28K citizens. The Englewood board member would represent the 30K citizens in the City and have a non-voting advisory role on the Board. This member would likely be a Councilperson assigned to interface with the Board and meet with them monthly. This position will be strategic and can represent the City's particular needs directly to the Board of Directors. In addition, the City Manager would establish routine contact with the Fire Chief and any other member of the Executive staff. Most any issue can be resolved directly and quickly through these established connections.

Fiscal Considerations

The Englewood Fire Department now operates with 56 personnel, not including the services provided by the City in support of the fire department. SMFRA is proposing utilizing 37.75 firefighters to staff the Englewood station. The rest of the response personnel will be absorbed into SMFRA to fill other positions. The Training Officer and EMS Officer will be given assignment within our Training and EMS bureaus respectively. The Fire Marshal and Deputy Fire Marshal will be absorbed into our Community Safety Services. In addition, we will need 2 more inspectors and one public educator which are included in our base price.

Over and above the base price would be that cost for "excess" positions. This cost is for those listed positions that are not directly needed. These positions are the Fire Chief, Deputy Fire Chief, Executive Assistant and 8 Driver operators differential above firefighters' wage. This assumes that the Authority maintains the driver operator positions until a need for these drivers occurs. All emergency response personnel will be absorbed at the same rank or at least comparable wages into the Authority, except the

excess positions mentioned above which will be at a rank and wage close to the current job responsibilities. The consolidation will give us 8 more driver operators than is currently needed by our Deployment and Staffing plan. Although these personnel will retain their rank they will function in a firefighter's role until needed. We believe that through attrition we will be able to absorb the excess members to the necessary number needed to provide the services or be able to find a necessary position within the Authority within a three year window. An annual attrition report will be created and sent to the City of Englewood showing attrition for that year. Additional cost over base will be reduced per the attrition of personnel annually. Following the third year the Authority will assume responsibility for these costs.

The onetime costs include the construction of a new fire station on land acquired by the City. This also includes costs for installing network infrastructure, uniform changes, etc. Funding for this will be the City's responsibility and is estimated at \$5M plus land costs. This amount could be amortized over a period of years as shown above or the City can choose to pay off the one-time expenses in lump sum. The operation and maintenance of one newly constructed station is anticipated in the quote. The use of the existing stations will require a reevaluation of operating costs for operation and maintenance.

The base price and the excess personnel fee will be assessed each year. The excess personnel fee will be eliminated over time with a three year maximum.

City Owned Assets

The current EFD facilities will remain the property of the City of Englewood. All EFD vehicles will also be retained by the City. These assets can be disposed of as the city sees fit.

Employee Recognition

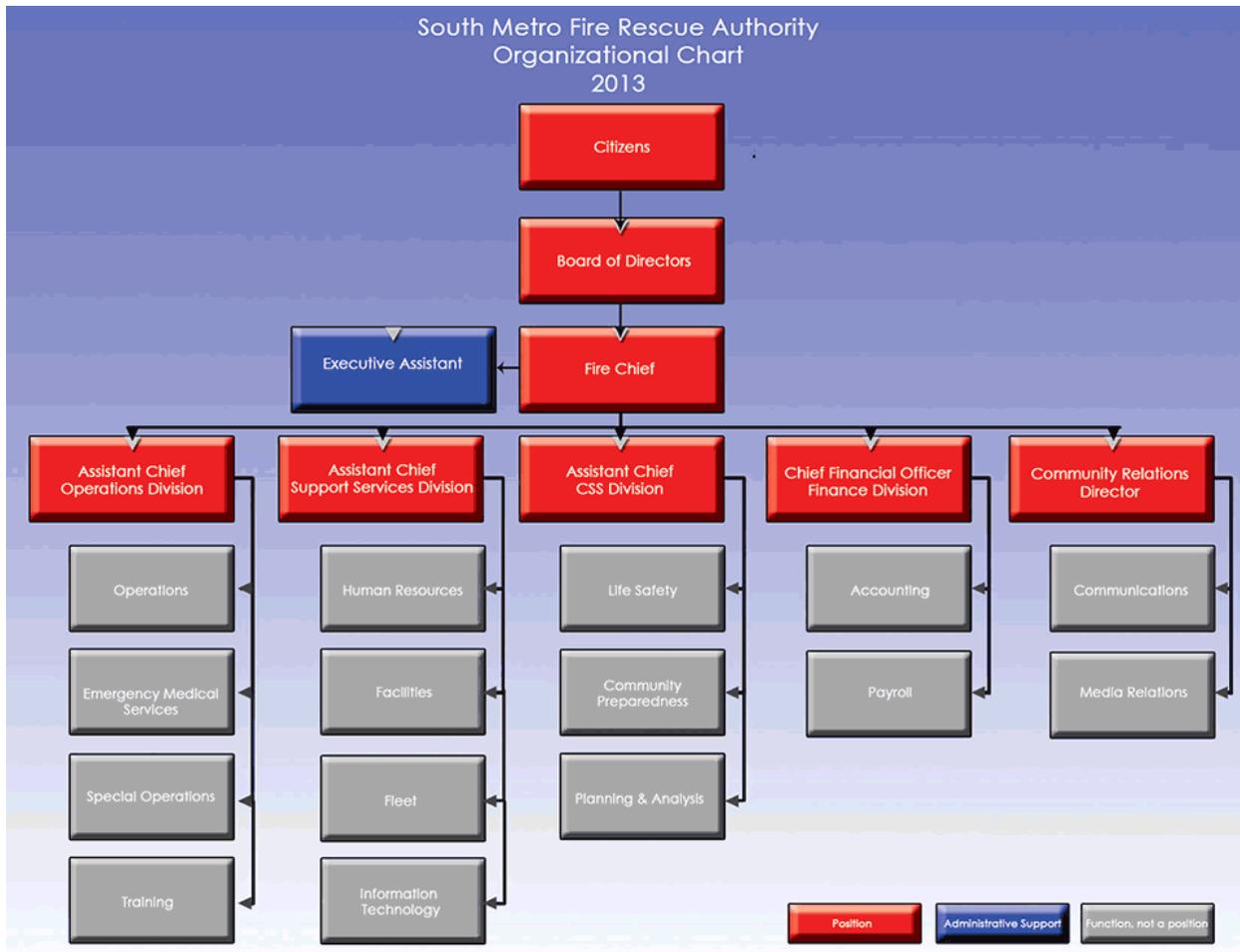
The SMFRA Authority will make every attempt to accept personnel into our system at current rank and seniority. However, in some positions we may not have enough slots available. Seniority is only used for choosing vacation dates and in the unlikely event of a whole reduction in force, but we will honor the time invested already by these employees. As employees of the Authority, the employees would be responsible to meet our certification and education standards but would be given time to achieve these. They will be eligible to take part in our educational incentives and tuition reimbursement program as well.

We understand that FPPA will allow Englewood personnel to stay in the defined benefit plan or enter the defined contribution plan of the Authority. Currently Authority personnel receive a 12% matching contribution into their plan. The 4% over the 8% FPPA mandated contribution would be deposited in another investment vehicle such as a 457.

Educational standards for officers and certification required by job description will be enforced but with adequate time for the employee to achieve the required levels. Tuition reimbursement to a maximum of \$4000 per year is provided for all personnel achieving education goals.

Overview of South Metro Fire Rescue Authority

Organizational Structure



Authority Facts

South Metro Fire Rescue Authority (SMFRA) was formed in May, 2008 as a merger between two adjacent fire districts - South Metro Fire Rescue (SMFR) and Parker Fire Protection District (PFPD). The new SMFRA serves approximately 176 square miles including the cities of Castle Pines, Centennial, Cherry Hills Village, Foxfield, Greenwood Village, Lone Tree, and Parker, along with portions of unincorporated Arapahoe and Douglas Counties (see Figure 1).

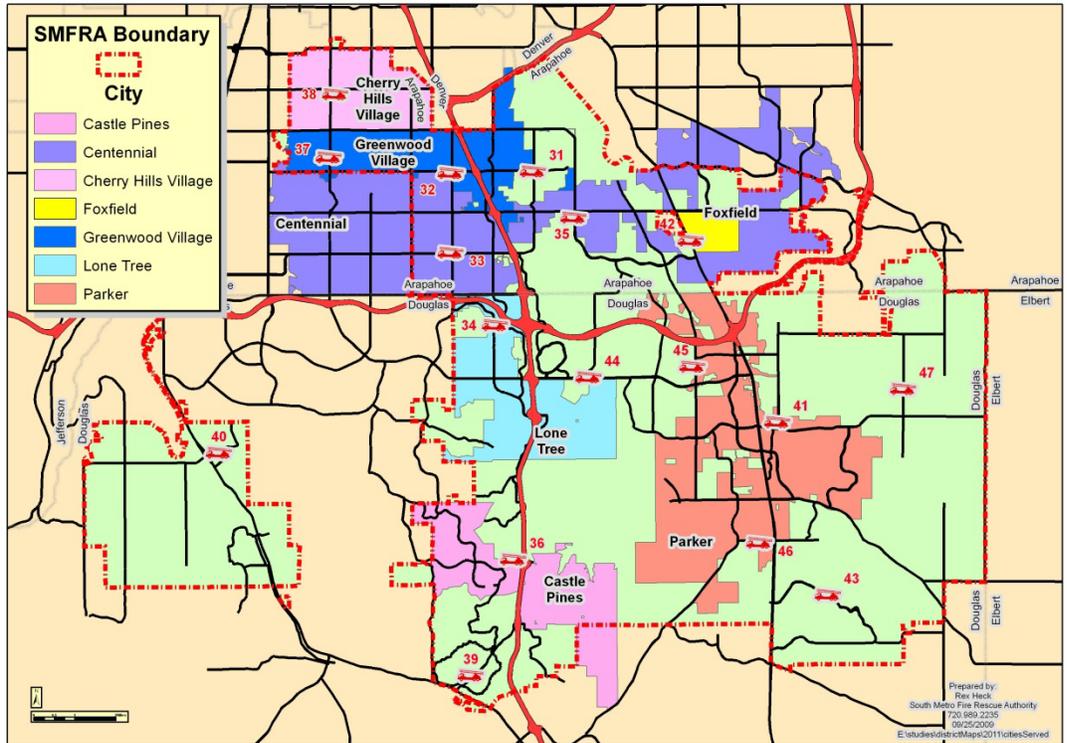


Figure 1. Cities and counties within SMFRA’s boundaries.

SMFRA is a career department with 284 full-time firefighters staffing 17 fire stations and providing all-hazards capabilities including fire suppression, emergency medical services (EMS; including advanced life support and patient transport), hazardous materials, technical rescue, aircraft rescue and firefighting, and water rescue and recovery. SMFRA also has 73 staff and uniformed personnel that provide: a) oversight of operations; b) support functions including finance, human resources, information technology, fleet, and facilities; and c) fire prevention, education, emergency management, and community relations services. Dispatch services are provided through the Metropolitan Area Communications Center (MetCom).

SMFRA has a residential population of approximately 195,000 occupying over 76,000 households (see Table 1). SMFRA has an approximate daily business population of over 120,000 that occupies over 6,000 inspected, commercial occupancies. High-density urban developments are located in the northern half of the fire district and include several high rises, light-rail developments, a general aviation airport, and major shopping areas. Many traditional suburban communities surround the urban core and eventually lead to more rural communities along the perimeters with significant areas of wildland-urban interface to the south.

Table 1. *SMFRA Demographic Summary, 2010.*

Category	2010	%
Total Population	194,796	
Gender/Age		
Male	96,625	49.6
Female	98,171	50.4
Median Age	41.8	
Under Age 5	12,576	6.5
Age 18+	139,815	71.8
Age 65+	15,762	8.1
Race/Ethnicity		
White	171,517	88.0
Black/African American	4,031	2.1
American Indian/Alaskan Native	677	0.3
Asian	10,120	5.2
Pacific Islander	135	0.0
Other Race	3,135	1.6
Two or More Races	5,181	3.9
Hispanic	13,672	7.0
Education (25+ years old)		
Population 25+	115,833	
High School	15,394	13.3
Some College	23,072	19.9
Associate's/Professional School	13,957	12.0
Bachelor's	41,300	35.7
Master's+	19,310	16.7
Households		
Total Households	76,136	
Owner-Occupied Housing	54,912	72.1
Renter-Occupied Housing	17,602	23.1
Vacant Housing	3,622	4.8
Median Home Value	\$325,560	
Ave. Household Size	2.8	
Family Households	53,315	70.0
Married-Couple Families	45,229	59.4
Households w/ 1 or more under 18	29,274	38.4
Income		
Median Household Income	\$111,844	
Households Below Poverty Level	2,543	3.9

SMFRA is accredited through the Commission on Fire Accreditation International and currently holds an Insurance Services Office rating of 3. SMFRA continues to embrace the fundamental principle of accreditation – to improve the quality of services through a continuous self-evaluation process – and is currently going through the process of preparing for re-accreditation in 2015. As part of the review process, SMFRA has developed a strategic plan, risk assessment, and standard of cover to help guide the organization and its programs, analyze risks, establish appropriate levels of response to those risks, and evaluate performance.

Proposal Specifics

Emergency Services Deployment

Consolidating SMFRA and EFD into one fire agency provides an opportunity to look at resource deployment and station location on a larger scale, without the constraints of city and county borders. As evaluated in earlier proposals, SMFRA continues to recommend the closing of Stations 22 and 23, with the creation of a larger, dual-company Station 21 that is relocated to better cover the northeast section of Englewood (see Figure 2). Discussion will be needed to ensure continued cooperation with Littleton resources. Also, improved cooperation with Sheridan would benefit coverage in Englewood as well as the general area. Initially Station 21 will have a 100' Tower and a 1250 gpm Engine, two ALS medic units (staffed by medically trained firefighters who can also fulfill firefighting roles as needed). The Tower and engine will be staffed by an officer, driver/operator, and two firefighters. Responses are continually evaluated to improve the response with the most appropriate resources.

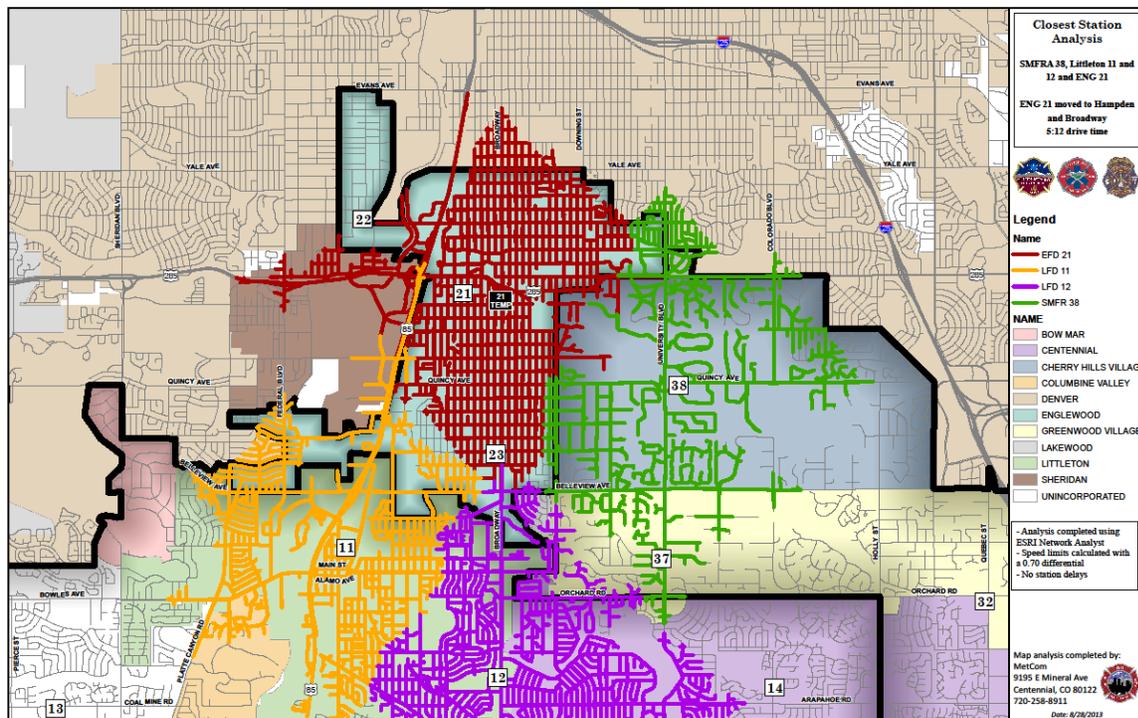


Figure 2. Predicted urban travel time coverage from only Station 21 (relocated).

Emergency Medical Services

SMFRA will provide EMS services to EFD, including its use of nurse practitioners and advance-practice paramedics (“ARM cars”) to improve our ability to work within the new health care guidelines and send the appropriate resources based on call severity. SMFRA’s EMS Bureau is staffed by 1 Chief, 1 Executive Officer, 1 Operations Captain, 1 Logistics Captain, 1 EMS Educator, 1 Admin Assistant and 2 PTE Admin Technicians. EMS didactic training is provided chiefly through PolyCom™ teleconferencing. This didactic training is then followed up with hands-on training in each first due district. A monthly Clinical Masters training and a Paramedic meeting are conducted at the Mineral facility. In 2012, the EMS Bureau produced 12,000 EMS Training Hours during 8, 6-week training cycles.

SMFRA will provide overall EMS management and support including billing, education, logistics, certification and skills tracking, customer service follow-up, and Quality Assurance/Quality Improvement. The EFD EMS staff member will be combined with SMFRA’s existing staff to provide these functions; however, no additional staff will be required.

Special Operations

SMFRA will provide all-hazards special operations capabilities to EFD, including wildland firefighting, ARFF, hazmat, technical rescue, and dive. Overall management of special operations will be addressed through SMFRA’s existing shift commander positions, without an increase in staffing.

Communications Center

MetCom opened in 2006 and is designed to serve as a regional fire/EMS emergency communications center committed to outstanding patient care, exceptional customer service, and improved call handling performance. That commitment to excellence has been demonstrated through MetCom’s recognition as an “Accredited Center of Excellence” by the National Academies of Emergency Dispatch. MetCom’s dispatch performance has consistently met or exceeded national standards where calls are dispatched in less than 60 seconds, 95% of the time.

MetCom is staffed with twelve full-time and three part-time communications professionals. The mission of these individuals and the agencies served by MetCom is handled logistically by five technical professionals, one Administrative Manager and a Director. MetCom’s dispatchers hold national certifications in Emergency Medical Dispatch, Emergency Fire Dispatch, Incident Command System (ICS) and National Incident Management System (NIMS). MetCom’s dispatchers work 24-hour shifts which helps foster an empathic and supportive working relationship with the firefighters. Dispatchers frequently attend firefighter trainings and go on ride-alongs. Formal opportunities to discuss operations issues are provided through a committee of shift representatives.

The 24-hour shift model staffs four dispatchers per shift allowing MetCom to offer aggressive dispatcher training, the ability to handle complex incidents, and the ability to support field communications through both incident dispatch and incident management team roles. The numerous hazards and potential for significant incidents within our service area prompted the need for communications

support outside of the dispatch center. To fill this need, the Incident Dispatch Team (IDT) was established in 2008 which responds on major incidents within the district and supports resource management, communications and logistical needs for the incident.

MetCom also supports (via vehicle operator and technical support) SMFRA's mobile command post (Command 3) which provides responses for large-scale incidents. The behind-the-scenes support comes from MetCom's GIS and in-depth analytical capabilities. This includes preplan support, critical data maintenance including streets, water mains, and hydrant information, and data analysis services including GIS mapping, response time performance reporting, and risk analysis.

MetCom will provide dispatch services to the expanded Authority without an increase in staffing.

Training

SMFRA's Training and Safety Bureau is staffed by 1 Chief, 4 training officers and a variety of administrative and part-time helpers. In 2012 the bureau delivered, coordinated, or scheduled over 45,000 man hours of training. Aspiring engineers, officers, and battalion chiefs each start with 100 hours of rank academy before participating in a minimum of 600 hours of task book training before being considered qualified to take a ranked promotional exam. A new Command Training Center (CTC) was started in 2013 that improves the ability of our personnel and neighboring agencies to manage emergency scenes.

Training is located primarily at our Joint Services Facility (JSF) in Parker. The Parkglenn building houses our CTC as well as a variety of classrooms. The JSF is the location of our drill ground and live fire training center as well as our driver training facility. These two facilities are strategically located a few blocks from each other.

In order to provide training services to the additional personnel, the one existing EFD training staff member will be combined with SMFRA's existing staff to provide these functions; however, no additional staff will be required.

Preplans

SMFRA has developed a pre-incident response plan for each building complex within its jurisdiction. All Englewood complexes will be completed within a 3-year period with a maintenance cycle established. Since SMFRA vehicles utilize MDT's, preplans will also be available to responding personnel. SMFRA will provide preplan services to the City of Englewood without an increase in staffing.

Education

Life Safety Education is primarily responsible for providing fire- and injury-prevention programs for children, adults, seniors, homeowners, and business owners. Programs include car seat safety checks, wildfire mitigation, juvenile firesetter intervention, and several age- and risk-specific programs such as senior-living-facility risk reduction.

SMFRA will extend its current risk-based education programs to the City of Englewood and expand or modify those programs as a more formal analysis of risks is conducted. In order to provide life safety education services to the City, one additional educator, in addition to SMFRA's 2 existing positions, will be needed.

Safety Foundation

SMFRA partners with and provides staff support to a non-profit safety foundation that expands our ability to deliver educational programs such as teen driver safety, CPR/AED certification, car seat checks, babysitter safety, and first aid. The South Metro Safety Foundation would expand its scope to provide services to the City of Englewood without an increase in staffing.

Emergency Management

This proposal assumes that the City of Englewood will provide its own resources for city-specific emergency management support. However, SMFRA's emergency manager will collaborate and coordinate all planning efforts. City boundaries and hazards will also be included in SMFRA's comprehensive emergency management plan, which includes a FEMA-approved risk assessment and mitigation plan.

Grant Management

SMFRA currently utilizes a portion of a staff member to perform grant management duties and will be part of the services offered by the Authority, and without an increase in staffing.

Fire Prevention

Fire prevention functions are offered through SMFRA's Life Safety Bureau which provides plan review, construction inspection, investigation, and business inspection services. Currently, plan reviews are completed within one week approximately 75% of the time and next-day construction inspections requests are performed. Dedicated staff members conduct business inspections on a risk-based, 3-year cycle which increases the quality and consistency, as well as eliminates this workload from operations personnel (who can now focus more on preplans). Inspectors also work with the firefighters to follow up on false alarms, system malfunctions, citizen complaints, or code violations.

In order to provide fire prevention services to the City of Englewood, 2 positions will be needed, in addition to SMFRA and EFD's current staffing.

Finance

The Finance Division provides full accounting, cash management oversight, debt management, payroll, purchasing, inventory, and budget preparation for SMFRA and all of its funds. Finance also provides accounting and tax return preparation for the South Metro Safety Foundation, as well as accounting services for the management of the Joint Services Facility. SMFRA received the Government Finance

Officers Association's (GFOA) Distinguished Budget Award for the 2009 - 2013 budgets, as well as the GFOA award for the Comprehensive Annual Financial Report (CAFR) from 2010-2012.

These services will be provided to the increased Authority without an increase in staffing.

Facilities

Facility planning, construction, repair and maintenance are performed by a combination of SMFRA Facilities staff, station personnel, seasonal workers, and contracted services. The Facilities staff is focused on providing safe and effective facilities for firefighters to respond to emergencies and efficiently perform their routine duties. This analysis assumes that SMFRA would consolidate all of EFD's fire stations into one and be responsible for the future ownership and maintenance of that facility. All existing facilities would remain under the ownership of the City of Englewood. SMFRA will provide facility maintenance services to the City of Englewood station without an increase in staffing.

Technology

The Technology Bureau employs four full-time employees, three part-time employees, and one Bureau Director who are responsible for researching, procuring, deploying, servicing and supporting the Authority's Information Technology (IT) and Radio Operations hardware and software assets. The IT and Radio Operations hardware assets include Windows and Apple based desktop, laptop, and tablet personal computers; an enterprise voice network; enterprise wired and wireless data networks; video conferencing; data storage; disaster recovery site; security cameras; building access; location devices; printers/plotters/scanners; apparatus Mobile Data Terminals (MDT); station alerting; Ultra High Frequency (UHF-800) radios; Very High Frequency (VHF) radios; cellular telephones; and pagers. IT software assets include Office Productivity solutions; a Records Management System; Financial and Budgeting solutions; a Fleet Management solution; Enterprise Server, Application, and Desktop Virtualization solutions; Enterprise Mobility Management; and Enterprise Document Management and Content Management solutions.

The Technology Bureau will provide these services to the expanded Authority without an increase in staffing.

Fleet

SMFRA's Fleet Services Bureau provides full-service maintenance and repair to all operations and staff vehicles, including contracted services to other agencies. The ordering and warehousing of parts, specification of new equipment, life cost analysis, replacement scheduling, liquidation and the diagnostic assessments of vehicles using specialized software are included in the services. Fleet also operates as a factory-authorized service and warranty center for seven national emergency vehicle manufacturers and several individual component manufacturers. SMFRA's Fleet Services Bureau is also a Hale/Class 1 OEM and Colorado State Certified Diesel Opacity Self-Service Certification Center.

SMFRA will provide full service fleet maintenance, NFPA 1911 annual testing and purchasing services, including its new partnership with NAPA In Business Solutions (IBS) Store which has resulted in salary savings and less wait-time for parts and unit down-time. This analysis assumes that SMFRA would use current SMFRA vehicles and apparatus to serve EFD, with no additional vehicles required, and be responsible for the future ownership and maintenance of all vehicles. SMFRA will also provide 24/7/365 after hours emergency on-call fleet services.

SMFRA will provide these fleet services without an increase in staffing.

Human Resources

SMFRA's Human Resources Bureau is comprised of three, qualified HR professionals, including a Director and two Benefits Specialists who are committed to providing the highest level of customer service to the Agency's members. Human Resources' primary role is to take care of South Metro's most valuable assets, its employees, by serving as a knowledgeable, professional and approachable resource. HR's secondary role is to protect the organization from potential liability by ensuring our employment practices are fair and consistent and in line with local, State and Federal rules and regulations.

The Human Resources Bureau is responsible for providing a number of different services to the Agency's members and oversees a variety of different functions such as: benefits administration, employee relations, policies & procedures, HRIS (payroll/personnel database), work comp administration, drug screens, physical evaluations, performance management, records retention, succession planning, liability training, employee events & recognition, family support network, peer support team, compensation and classification, legal compliance and recruitment & retention of qualified personnel.

The Authority is committed to providing a Wellness Program to address the health, fitness and well-being of all its members. This will be accomplished through physical fitness training, workers compensation case management, rehabilitation following injuries, routine physical exams, and emotional support.

SMFRA will provide these HR services without an increase in staffing.

Community Relations

SMFRA's Community Relations provides public information officer and several other internal/external communication services, including media relations, monthly reports to community leaders, quarterly newsletters to all SMFRA citizens, and responses to citizen inquiries. SMFRA will provide community relations services to the City of Englewood without an increase in staffing.



Denver Fire Department
Office of the Fire Chief

745 West Colfax Avenue
Denver, CO 80204
p: 720.913.3424
f: 720.913.3597
www.denvergov.org/fire

February 5, 2014

Gary Sears, Englewood City Manager
1000 Englewood Parkway
Englewood, CO 80110

Michael Flaherty, Englewood Deputy City Manager
1000 Englewood Parkway
Englewood, CO 80110

Andrew Marsh, Englewood Fire Chief
3615 South Elati Street
Englewood, CO 80110

Manager Sears, Deputy Manager Flaherty, and Chief Marsh:

Denver Fire Department appreciates the opportunity to discuss the mutual benefits of collaborative partnership in providing emergency services to the City of Englewood. After meeting with the leadership of your City, we understand the major concerns which will need to be addressed. Future specific solutions will need to be identified for a plan of action and full implementation. A brief and concise high level overview including highlights of some of the most impactful resources and opportunities available from a collaborative partnership are outlined below.

Denver Fire Department Information

The Denver Fire Department (DFD) looks to provide a high level overview of applications for the strategic benefits to the City of Englewood. We recognize the importance of providing quality, timely, and professional emergency services to your community. The Denver Fire Department is in the process of obtaining accredited status with the Commission on Fire Accreditation International (CFAI). Currently we are listed as a Registered Agency. Working with us allows the City of Englewood to maintain local control and reap the benefits of the City and County of Denver's vast array of resources, coupled with the ISO rating of 2, to add enormous opportunities for increased economic development and regionalization for your community. We recognize the importance of Swedish Medical Center and Craig Hospital as vital partners in the overall success of the City of Englewood. In that, the choice of destination and other business concerns will need to be directly discussed with these entities. We understand this and will work with you to tailor a package that addresses all of these topic areas.

Operational (Response and Coverage)

The Denver Fire Department (DFD) currently operates with an authorized uniform strength of 943 personnel. The DFD staffs 186 on-duty fire fighters per day in the Operations Division operating 44 pieces of apparatus (28 Engine Companies, 14 Truck Companies, 1 Heavy Rescue Company, and 1 Hazardous Materials Response Team), with additional companies assigned to the Denver International Airport. Full-time resources include Special Operations Teams (Underwater, Hazmat, High-Angle, Confined Space, Collapse) and a Special Operations Assistant Chief. Each fire apparatus has four-person staffing. Other full-time available resources include Community Outreach, PIO, and a full-time Fire Investigation Bureau (Arson). The high level training curriculum, equipment, and training facilities have been enhanced to include a new Search Building, new Burn Building (to be completed fall 2014), new SCBAs, and new Bunking gear. The proposal includes enhanced service levels with response criteria of 1-minute turnout and 4-minute travel times for your jurisdiction.

Fire Dispatch

The Denver Fire Department Dispatch function is part of "Denver 911." The Combined Communications Center includes 911 Call Takers, Police Dispatchers, Denver Health Medical Center EMS Dispatchers, and fully-trained uniformed Denver Fire Fighters. The interface allows for a high level of efficiency and performance. These fire fighter Dispatchers utilize the same shift platoon (A, B, C) schedule as the fire fighters on the street. Denver 911 handled approximately 1.5 million phone calls in 2012. Of these calls, Denver Fire Dispatch processed over 100,000 calls for assistance. The Combined Communications Center is fully operational 24/7/365. The Denver Office of Emergency Management also works in conjunction with this integrated facility. The standards identified in NFPA 1221 and 1710 outline the benchmarks for dispatching and response. Sixty-second turnout and 4-minute response are just a couple of the criteria benchmarks for each incident response. A report is generated every morning covering the previous 24-hour period. For reference, a daily report detailing these specifics for every incident and the corresponding benchmarks is included.

Denver International Airport

The Denver Fire Department Aircraft Rescue Fire Fighter (ARFF) Division is responsible for providing emergency services and all associated administrative functions at Denver International Airport and the immediate outlying area. The Division has an authorized strength of one hundred uniformed personnel to protect what is the fifth busiest airport in the United States and the eleventh busiest in the world. Twenty-four uniformed fire fighters are on duty every day staffing two structural fire fighting companies, seven ARFF vehicles, and a Special Operations response unit. With a landmass of 53 square miles, population of over 30,000 regular employees, and over 40 million visitors traveling through the airport every year, DIA is often referred to as a city in and of itself by the people who work there.

Personnel/Benefits/Resources

We recognize the high importance of your personnel and the critical need of making any transition as smooth and pain free as possible. With our full services of Administration, Finance, and Human Resources available to all members, we are confident that we can collaboratively create necessary solutions to address total compensation equivalency for each individual

situation. We have prepared full specific analysis that we have available for each individual. As with Englewood Fire Department, the DFD is also part of the Colorado Fire & Police Pension Association Statewide Defined Benefit Pension Plan. Therefore, the personnel should see little or no change in their current pension expectations which correlates into a seamless transition for all involved. The scheduled work hours changes from a 56-hour work week (2912), to a 48-hour work week (2496). This equates to an annual reduction of 416 hours per fire fighter (see attached schedule with the Kelly Day example included). As outlined in the Collective Bargaining Agreement (CBA), all medical health care options are covered 80/20. The information for all of the different family categories and plans (HDHMO, HMO, and Triple Option) are attached for your perusal. The benefit package also includes a 1% additional employer contribution to a Post Employment Health Plan (PEHP), along with full coverage of the Statewide Death and Disability premium of 2.6%. The City and County of Denver offers a 457 Deferred Compensation Plan as well as a Deferred Retirement Option Plan (DROP). There are many more employee benefits, such as flexible online vacation selection (single day picks) as one example. Opportunities exist to participate in: future promotional advancement, citywide overtime, the region's largest Wildland Fire Fighting Team, off-duty details at venues such as Red Rocks, Coors Field, Sports Authority Field, Pepsi Center, and other private establishments, and a larger variety of potential assignments (Operations, DIA, Fire Prevention Bureau, Dispatch, Safety and Training, Arson, PIO, etc.)

Economic Considerations /Funding Model

Based on the current assumption criteria, the initial cost of this proposal is \$4,750,000 per year with possible downward adjustments if the City of Englewood chooses to keep some upper command positions and/or some custom form of a Fire Chief to encompass Fire Prevention responsibilities (i.e. plan review, construction inspection, investigation, business inspection services, pre-plans, etc).

The proposal is to staff two fire houses (located at 555 W. Jefferson Avenue and 4830 S. Acoma Street) with a daily staffed four-person apparatus in each. By integrating these two stations with the complement of DFD resources, the Response Matrix (included) outlines the increased resources responding to incidents within the City of Englewood's jurisdiction. This also allows for built-in redundancy. Further, the additional resources help to provide significantly higher 4-minute geographical response coverage, with a greater number of personnel being deployed to any incident. A 4-minute coverage map has been included for your review. The proposal also includes transfer of all rolling stock (apparatus) and related equipment, and having a posted ALS ambulance within the city limits with necessary backfill as determined by a needs assessment based on prior utilization. There will be further discussions surrounding needed fire station repairs as well as other items as determined by the collaborative review by both jurisdictions.

Through partnership, both cities would enjoy budget benefits, while at the same time enhancing the level of service to the constituents of Englewood and the Denver areas adjoining Englewood. We would welcome the opportunity to provide guided tours of any of our facilities to see firsthand and fully understand the intricacy of overall integrated services that would be provided.

The aspects of this proposal produce cascading savings over multiple subject areas and time horizons. Our cities have a history of working together on matters of mutual interest. Additional questions and/or concerns can be addressed as identified from your constituencies. We certainly welcome further discussions regarding any points of concern related to this potential endeavor.

Best regards,


Eric C. Tade
Denver Fire Chief

Englewood Police Department Summary Report

For Period December 1, 2013 through December 31, 2013



TYPE OF INCIDENT	Dec 2013	Dec 2012	YTD 2013	YTD 2012
PATROL AND TRAFFIC				
Total Activities	4,135	4,215	50,882	60,711
Misdemeanor Arrests	116	175	1,827	2,225
Felony Arrests	5	17	212	204
Warrant Arrests	34	52	580	538
DUI Arrests	37	31	425	348
Patrol Division Traffic Summonses	724	821	9,286	8,018

INVESTIGATIONS				
Case Filings	35	28	282	268
Summons	4	3	48	35
Deactivated (no additional leads)	69	33	396	366
Unfounded	8	11	117	122
Victim Failure to Prosecute	9	4	67	58
Other Jurisdiction	9	6	61	70
Located Missing Person/Runaway	0	2	37	38
Non Criminal Death Investigations	9	11	57	80
Prosecution Declined by District Attorney	1	0	12	18
TOTAL	144	98	1,077	1,055

NEIGHBORHOOD SERVICES				
Impact Team				
Projects initiated	10	7	173	206
Residential	9	7	131	139
Business	1	0	42	67
Projects Cleared	3	11	100	142
Community Contacts	5	0	79	108
Residential	0	0	8	15
Business	5	0	77	93
Community Events	8	9	91	107
Code Enforcement				
Cases Opened	194	144	4,681	3,668
Notices of Violation	94	67	3,074	1,802
Postings	27	36	779	434
Summons	12	5	183	141
Patrol Referrals	15	9	218	386
TOTAL	342	261	8,935	6,431
Traffic Bureau				
Traffic Summonses	124	253	3,470	2,851
Parking Summonses	329	231	4,272	2,033
TOTAL	453	484	7,742	4,884
Community Relations				
Community Events/Activities	3	5	73	105
Persons in Attendance	39	202	1,670	5,033

ENGLEWOOD POLICE DEPARTMENT SUMMARY REI

For Period December 1, 2013 through December 31, 2013



TYPE OF INCIDENT	Dec 2013	Dec 2012	YTD 2013	YTD 2012
COMMUNICATIONS/RECORDS				
<i>Reported Part I Crimes</i>				
Murder/Manslaughter	0	0	1	0
Rape	0	5	14	15
Robbery	1	6	34	28
Assault (includes all assaults)	26	76	323	413
Burglary	23	64	224	341
Theft	116	397	1,512	1,923
Auto Theft	18	57	212	244
Arson	0	0	3	10
Reported Part I Crimes TOTAL	184	605	2,323	2,974
Calls for Service TOTAL	4,135	12,516	50,771	59,483

VICTIM ASSISTANCE RESPONSE				
Incidents with victim assistance provided	73	64	891	888
People served relative to incidents	77	80	1,062	1,074
Domestic Violence victims	22	28	334	452

**CITY OF ENGLEWOOD
2014 CALENDAR OF EVENTS**



Mon., Feb. 10	6:00 p.m.	Executive Session, City Council Conference Room
	6:30 p.m.	Study Session, Community Room
Tues., Feb. 11	3:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conf. Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conf. Rm.
Wed., Feb. 12	Cancelled	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Feb 13	Cancelled	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Broken Tee Englewood Golf Course
Mon., Feb 17		City Hall closed — President's Day
Tues., Feb. 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Wed. Feb. 19	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Thur., Feb. 20	7:00 p.m.	Planning and Zoning, Council Chambers
	3:00 p.m.	Police Officers Pension Board, Public Works Conf. Rm.
Mon., Feb. 24	6:00 p.m.	Study Session, Community Room
Mon., March 3	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., March 4	7:00 p.m.	Planning and Zoning, CD Conf. Rm./Council Chambers
Wed., March 5	3:00 p.m.	Firefighters Pension Board, Public Works Conf. Rm.
	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., March 10	6:00 p.m.	Study Session, Community Room
Tues., March 11	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conf. Rm.
Wed., March 12	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., March 13	11:00 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Malley Recreation Center
	6:30 p.m.	Transportation Advisory Board, City Council Conf. Room
Mon., March 17	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., March 18	4:30 p.m.	Budget Advisory Committee, City Council Conf. Room
	7:00 p.m.	Planning and Zoning Community Development Conf. Room/Council Chambers
Wed., March 19	6:30 p.m.	Code Enforcement Advisory Committee, City Council Conf. Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Thur., March 20	7:30 a.m.	Joint meeting with Littleton @ WWTP, 2900 So. Platte River Drive
Mon., March 24	6:00 p.m.	Study Session, Community Room
Mon., March 31	Cancelled	Study Session, Community Room
Wed., April 2	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., April 7	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers

TENTATIVE

**STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL**



- February 18 Study Session & Regular Meeting – Tuesday
 Financial Report
 River Run Project Costs Update
 Englewood Chamber In-Kind Funding
 Board and Commission Reports
- February 24 Study Session
 Comprehensive Plan
 Fire Study Presentation
 Fire Training Center Update
- March 3 Study Session & Regular Meeting
 CO State Dept. of Ag./Emerald Ash Borer
 Concrete Utility Program 2014
- March 10 Study Session
 NLC Conference in Washington, D. C. – 3/8 to 3/10/14
- March 17 Study Session & Regular Meeting
 Financial Report
- March 20 Joint breakfast meeting with Littleton @ WWTP (Thursday morning)
 WWTP 5 Year Plan
- March 24 Study Session
 Board and Commission Reports
- March 31 No meeting scheduled – 5th Monday
- April 7 Study Session & Regular Meeting
- April 14 Study Session
 Tour of Fire Training Facility
 Humane Society of South Platte River
- April 21 Study Session & Regular Meeting
 Financial Report

April 28	Study Session Board and Commission Members Reappointment Discussion Board and Commission Reports
May 5	Study Session & Regular Meeting
May 12	Citizen of the Year Celebration
May 19	Study Session & Regular Meeting Financial Report Board and Commission Reports
May 26	Memorial Day Holiday – No meeting scheduled
June 2	Study Session & Regular Meeting
June 9	Study Session Board and Commission Interviews
June 16	Study Session & Regular Meeting Financial Report (CML Conference – 6/17-20/14)
June 23	Study Session Board and Commission Reports
June 30	No meeting scheduled – 5 th Monday
July 7	Study Session & Regular Meeting
July 14	Study Session Financial Report

FUTURE STUDY SESSION TOPICS

Public Comment Process
Motel Calls for Service
City Council Technical Allowance



City of Englewood

**ENGLEWOOD LIQUOR AND MEDICAL MARIJUANA LICENSING AUTHORITY
Telephone Poll Minutes
January 15, 2014**

1. Consideration of Minutes:

- a) Results of the minutes of the telephone poll of January 1, 2014.

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeyer, Steven Ward,
Carolyne Wilmoth

Nays: None

The minutes were approved.

2. Renewals

- | | |
|---|---|
| a) Billy's Gourmet Hot Dogs
2950 S. Broadway | Hotel/Restaurant Liquor License
Expires January 18, 2014 |
| b) Los Portales Mexican Restaurant
3487 S. Logan St. | Hotel/Restaurant Liquor License
Expires January 22, 2014 |

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeyer, Steven Ward,
Carolyne Wilmoth

Nays: None

The renewals were approved.

3. Transfer of Ownership and Temporary Permit

- a) Bryant on Broadway Inc. dba Bouncing Bettys
4272 S. Broadway
Hotel/Restaurant Liquor License

The applicant, Terry Bryant, representing Bryant on Broadway dba Bouncing Bettys, withdrew the application. It may be re-submitted at a later date.

4. New Medical Marijuana Application

- a) JJ's Waxworks LLC dba JJ's Waxworks
4257 S. Navajo St.
Optional Premises Cultivation license and Manufactured Infused Product license

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeyer, Steven Ward,
Carolyne Wilmoth

Nays: None

The new Optional Premises Cultivation and Manufacturing Infused Product application was accepted with the Public Hearing to be conducted on February 19, 2014.

* * * * *

/s/ Kerry Bush, MMC
Deputy City Clerk

CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
Community Development Conference Room
January 22, 2014



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 Community Development Conference Room of the Englewood Civic Center, Chair Brick presiding.

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

Absent: Freemire-Alternate (Excused), Townley (Excused)

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



II. APPROVAL OF MINUTES

January 7, 2013

Knoth moved:

Fish seconded: TO APPROVE THE JANUARY 7, 2014 MINUTES

Chair Brick asked if there were any modifications or corrections. Chair Brick requested that the minutes be modified to reflect his statement under Commissioners Choice to read "The Planning and Zoning Commission has the ability to become leaders on the new Comprehensive Plan in the City of Englewood."

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

NAYS: None

ABSTAIN: None

ABSENT: Townley

Motion carried.



The Commission took a short recess to enjoy refreshments and a short presentation in honor of Carl Welkers many years of service to the city.

III. Zoning Text Amendment: Site Plan Review Process

Chris Neubecker, Senior Planner, reviewed the current process for site plan review. Site plan review involves more than just zoning; major changes to landscaping, setbacks, and additions should also be reviewed to ensure they are within code requirements.

The current code fails to require site plan review on several situations, and does not provide a means for someone to receive preliminary approval of a site plan prior to the building permit review. There is currently not a process identified in the code to guide someone through the process and give them some assurance that their plans are within code. It would be helpful to the staff and property owners/developers to make changes that would outline the process.

- Change wording from “Zoning Site Plan” to “Site Improvement Plan”
 - By making this change throughout the document, it clarifies that not just zoning is reviewed, and indicates that all improvements to be made would be reviewed.
- Require Site Improvement Plan review for site work and landscaping over \$5,000 in value.
 - The review of the entire project would help to identify site issues prior to the building permit application. Minor landscaping projects would not require a permit.
- Provide more detail on the submittal requirements for plans and plan format.
- Describe the Development Review Team (DRT) and encourage Applicants to use this free service.
 - By including DRT in the code, Applicants would be aware of the service and more likely to take advantage of it. The DRT is not currently mentioned in the code.
- Other syntax changes that improve the readability and enforceability of the code.

Mr. Welker – Would this include fence review? Mr. Neubecker explained that the code includes exemptions for “like for like” fence replacement of 25 feet or less, and fence repair. Other fences still require permits. Mr. Welker emphasized the need for consistency between zoning and building codes.



Mr. Roth asked if there is a definition of residential driveways. The differentiation between residential, multi-family and commercial should be defined. Mr. Welker suggested that one way to define the difference would be to set parameters pertaining to size of the driveway. Because dollar values can change, using a dimensional requirement would be easier to manage. Mr. Roth suggested the possibility of applying the restriction to specific zones (such as R1 and R2). Mr. Neubecker said he would look into that possibility.

Mr. Knoth questioned the need for a landscaping plan for residential properties. Director White commented that the requirement needs to be defined for residential vs. commercial development (which would include a landscaping plan). Mr. Neubecker stated that the plans do not have to be technical or professional drawings, but enough detail that the staff can determine the feasibility of the site improvement plan.

Mr. Fish – “Consistency with the Comprehensive Plan” is a subjective determination of whether or not the plan is acceptable. Director White elaborated on the idea of consistency vs. compliance; compliance implies stationary standards that are measurable. Meeting the goals of the Comprehensive Plan would be flexible based on the project. Consistency would be determined by staff during review process.



Mr. Welker stated that the code should be written as simply as possible so the applicant can make determinations prior to review by staff. The Commission should minimize the regulation other than the static code such as setbacks, bulk plane etc. The Comprehensive Plan is vague, and compliance is measurable whereas “consistency” is not.



Director White stated that while some cities require site plan approval prior to a building permit, in Englewood it is voluntary. Staff review of site plans provides a level of plan approval that may assist with financing for the Applicant.

It was agreed that the next step would be a public hearing to make the changes to the code. Mr. Neubecker stated that Staff will continue to refine the suggested changes.



IV.PUBLIC FORUM

No members of the public were present.



V.ATTORNEYS CHOICE

Assistant City Attorney Reid was not present.



VI.STAFFS CHOICE

Director White proposed that the election of officers take place at the February 19th meeting after the business portion of the meeting is over. Mr. Neubecker offered assistance to the new Chairperson in the form of meetings with staff and supplying information regarding how to conduct the meetings.

The February 4th meeting will entail discussion regarding potential zoning changes for the transit station areas along the Light Rail Corridor and on February 19th we will hold Public Hearings for Nonconforming Structures and Zoning Site Plan Review amendments.



Director White presented framed aerial photographs of the original Cinderella City development and the current City Center area as a gift to Carl Welker to thank him for his service to the city.



VII.COMMISSIONERS CHOICE

The Commissioners shared their thoughts on Mr. Welkers service to the Commission.

King – Carl has been inspiration and asset to the team and will be missed.

Knoth – Thanked Carl for being a voice for those who didnt have the knowledge when they joined the Commission.

Fish – Spoke of working on the Board of Adjustments with Carl and expressed that he appreciated his work over the years as well as his friendship.



Bleile – Expressed appreciation for both their professional and personal relationship.

Roth – Carls leadership will be greatly missed as he has had an impact on creating the code. He thanked Carl for his service.



Brick – Carl was his mentor when he first joined the Commission and he appreciated the guidance and direction. Carl will be missed.



Welker – The Planning and Zoning Commission was a good fit for him and allowed him to bring insight from his professional career to assist the group in evaluating subjects as though they were in use. He feels that Englewoods Zoning Code is generally above others in that it is easier to work with in comparison with other cities. He encouraged the Commissioners to continue improving the code by taking an objective look at the rules and keeping in mind how it will be used. He thanked the Commissioners for their kind words.

The meeting adjourned at 8:00 p.m. The next meeting is February 4, 2014.

/s/ Julie Bailey, Recording Secretary