

**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
TUESDAY, FEBRUARY 18, 2013**

- I. **Executive Session**
At 5:30 p.m. in the City Council Conference Room, City Council will discuss water litigation pursuant to C.R.S. 24-6-402-4(b).
- II. **Executive Session**
At 6:00 pm in the City Council Conference Room, City council will discuss a litigation matter (Harrell) pursuant to C.R.S. 24-6-402-4(b).
- III. **River Run Project Update Costs - 6:30 p.m.**
Parks and Recreation Director Jerrell Black will provide an update relating to costs for the River Run Project.
- IV. **Englewood Chamber of Commerce In-Kind Services - 7:00 p.m.**
City Council will discuss in-kind requests from the Englewood Chamber of Commerce for 2014.
- V. **Board and Commission Reports - 7:15 p.m.**
City Council will discuss their participation on the various boards and commissions on which they serve.
- VI. **City Manager' Choice.**
- VII. **City Attorney's Choice.**

Please Note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood, 303-762-2407, at least 48 hours in advance of when services are needed. Thank you.

MEMORANDUM



TO: Gary Sears, City Manager
FROM: Jerrell Black, Director of Parks and Recreation ✓
DATE: February 10, 2014
RE: River Run/Riverside Trailhead Funding

On January 21, 2014 representatives from the South Platte Working Group met with City Council regarding the River Run project with the key focus on the Riverside Trailhead. At that meeting, Council gave staff direction to continue to move forward with the plan.

Listed below are two items that address funding elements of the River Run/Riverside plan.

1. Initiate a Professional Services Contract with McLaughlin Whitewater Design Group and Urban Drainage Flood Control District for design of the Riverside Trailhead.

In August 2011 the City of Englewood accepted a \$50,000 planning grant from Arapahoe County Open Space. These funds required an \$80,000 match from the City for a combined project cost of \$130,000. These funds were approved by City Council and are located in the Open Space Fund (Account 10-1301-0008). The planning of the Broken Tee site was initiated prior to the River Run Project. With the reinstatement of the South Platte Working Group in April of 2012, we delayed the Riverside design to incorporate that project with the design and development of the South Platte River Corridor (River Run Project). This allowed us to partner with other agencies for a greater vision of the river and also to expand the value of the funds for the Riverside Trailhead. As a result, Arapahoe County Open Space has extended the completion deadline for the design of the trailhead until August 2014.

2. Riverside Trailhead Funding Proposal

The total estimated cost of the Riverside Trailhead Project is \$2.5 million. The scope of the project includes storm retention for the parking area, a large shelter, ADA river access, a playground, a restroom, etc. Arapahoe County Open Space has committed a 50% match of each partner's contribution to the river investment. This would reduce the total project cost to an estimated \$1.25 million dollars. Attached is a spreadsheet with proposed funding sources and a funding schedule.

I will be at the City Council study session on Tuesday, February 18 to discuss this issue with City Council. Please let me know if you have any questions.

TJB
Riverside Trailhead_City Council Study Session_February 18_2014
Attachment (1)

Riverside Funding Proposal

2013

Open Space Design Grant * (\$50,000 Grant + \$80,000 Matching Funds)	Urban Drainage McLaughlin Whitewater Contract		\$130,000
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2014

Open Space/Unappropriated Fund Balance			\$100,000
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2015

Open Space Grant – ACOS			\$250,000
Grant Matching Funds – Open Space Fund			\$75,000
Open Space Fund			\$100,000
CTF			\$75,000
		Total =	\$500,000

2016

Open Space Grant – ACOS			\$250,000
Grant Matching Funds – Open Space Fund			\$75,000
Open Space Fund			\$100,000
CTF			\$75,000
		Total =	\$500,000

2017

Open Space Grant – ACOS			\$220,000
Grant Matching Funds – Open Space Fund			\$30,000
		Total =	\$250,000

Note: *The planning grant was separate from the River Run Development Estimates.
Exact amounts may be revised based on value engineering.

CITY OF ENGLEWOOD

Request for Funding

Aid to Other Agencies

RECEIVED

SEP 10 2013



City Manager's Office

Englewood, CO

Organization Name Greater Englewood Chamber of Commerce

Contact Colleen Mello

Address 3501 S. Broadway ZFL

Englewood Co 80113

Phone 303-789-4473

Description of services provided by your organization: Holiday Parade

and Car show

Please complete the following questions.

Amount of funding requested for 2014: 7869

How many Englewood residents will your organization serve in 2014? (est.) 8000

What is the average cost per person? \$120

If awarded, how would this funding be utilized? Car show, Holiday Parade

From what other sources did you receive financial assistance in 2013?

<u>Source</u>	<u>Amount</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

(Please complete reverse side)

RECEIVED

Would you be willing to receive assistance in the form of in kind or equipment donations? If so, please list equipment or supplies that would be useful to you:

waive Police, Fire and permit Fees - Waive Fee Fire truck in parade

Waive Fees for Fire truck, trolley car and police car
on ambulance to be in car show

Are there other organizations in the community that provide the same services as yours? If so, please list them:

NO

If you have further information you feel might assist us with our decision, please include it on a separate sheet.

In addition to this completed application, it would be helpful for you to provide us with a copy of your most recent budget document, including revenues and expenditures.

Signature

Colleen I Mello

Please print name and title

9-1-2013

Date

Return complete d form by Friday, September 27, 2013 to:

Sue Carlton-Smith
City Manager's Office
City of Englewood
1000 Englewood Parkway
Englewood, Colorado 80110

If you have any questions about the application process, please feel free to call the City Manager's Office at 303-762-2311.

Chamber Events Summary Requested City In-Kind Contributions

Englewood Car Show - 3700 S Windermere August 23, 2014 Estimated Costs

Waiver of Fees

Temporary Use Permit	\$75
Banner Placement	\$150
Digital Sign	\$200
Tents	\$300
Police Officers - 4 x 8 hours @\$50/hour (OT rate)	\$1600
Use of Vintage City Cars	<u>\$480</u>

Total Car Show Fees Requested \$2805

Holiday Parade at Englewood Parkway & CityCenter Dec 6, 2014 Est Costs

Waiver of Fees

13 Police Officers x 3 hours @\$50/hour (OT Rate)	\$1950
Banner Placement (employee time)	\$400
Street Occupancy Permit	\$200
Use of City Firetruck	\$130
Temporary Use Permit	\$75
Community Room -- (if events moved indoors)	\$750
Custodial	\$1219
Snow removal	<u>\$ 340</u>

Total Parade Fees Requested \$5064

Some fees are required for inclement weather and may not be used if weather is acceptable.

Total Fees Requested \$7869



Greater Englewood
chamber of commerce
bringing business together™

August 15, 2013

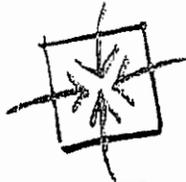
Dear Mayor Penn,

I have included our "Aid to Other Agencies" application with our letter to City Council for our In Kind Requests. Mr Flaherty had advised us that "this application does not apply to the City's annual Chamber Dues or the \$5000 in general sponsorship dollars that are currently included in the City Council Budget but to all other requests that we may have for the City's assistance". Therefore, I have not included the additional details for the \$8500 that we annually receive from the City Council.

I hope that my application in addition to my letter will suffice for council's review. If I have not included the correct documentation please let me know and I will be happy to comply with your requests.

Thank you and the other council members for their continued support of the Chamber and our partnership in providing events for the citizens of Englewood.

Sincerely,
Colleen Mello
Executive Director, Englewood Chamber of Commerce
(303) 789-4473



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bringing business together™

January 9, 2013

Englewood City Council

Dear Council Members,

The Englewood Chamber will be sponsoring the Holiday Parade for the Englewood Community in 2013. The event has now become an event that the citizens expect to see and we are very excited about providing this to the community. We think this is a great opportunity for our citizens and also for our merchants to advertise and promote their businesses for the holiday season.

We will follow a similar proposal to the 2012 Parade with the route and street closures. We are planning on the date being Saturday, December 7th, from 10:00am -11:30am. The parade would start at South Acoma and Englewood Parkway and proceed west on Englewood Parkway to the City Center. As the parade would proceed the streets would then be opened to traffic. We are committed to minimizing the amount of time the streets are closed.

As you know the Chamber is a non-profit organization that works with our local businesses, city departments and citizens to promote our city and provide programs/events for the community. In order for us to provide events such as the Holiday Parade we rely on volunteers and donations from businesses and other organizations within the community. Our members will be volunteering their time and money to ensure the success of the parade.

As City representatives we are asking you to consider the waiving of fees for this event. This event is not for the promotion of the Chamber but a gift to the Englewood community. If you would consider the waiving of fees it would certainly assist us in our endeavors for this event. The fees included are: the cost of the police coverage (\$1800); a \$75 temporary usage permit fee, a \$200 street occupancy fee; a \$400 fee for the hanging of a banner advertising the parade, \$1219.00 for custodial help*, \$340 snow removal*, and \$250 for the use of the community room* for a total of \$4,284.00. We are actively seeking sponsors to help with our total cost which will be about \$5684.00.00, the largest portion of that figure is required for the police coverage and the traffic barricades. If you would consider waiving these additional fees it would certainly help us achieve our goal of providing the parade to the citizens of Englewood.

We are also asking for permission to use the Acoma parking lot and the 3400 block of S Acoma for the staging area of the parade.

We truly believe this event presents a positive reflection on our business community for providing this event to the children and citizens of Englewood. We are hopeful that you will seriously consider our request. Please help us to continue this tradition for Englewood residents.

Sincerely,
Colleen Mello
Executive Director, Englewood Chamber of Commerce
(303) 789-4473 or

* In case of inclement weather