



**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, MARCH 3, 2014
COMMUNITY ROOM
6:00 P.M.**

- I. Colorado State Department of Agriculture and Emerald Ash Borer**
Ms. Laura Pottorff from the Colorado State Department of Agriculture, Division of Plant Industry and Open Space Manager Dave Lee will discuss the impacts of the Emerald Ash Borer on the City's trees.
- II. 2014 Concrete Utility Program - 6:30 p.m.**
Deputy Director Dave Henderson and Fields Operations Administrator Larry Nimmo will discuss the Concrete Utilities Program for 2014.
- III. 2014 Citizen Survey - 6:45 p.m.**
Deputy City Manager Michael Flaherty will be present to discuss the proposed questions for the 2014 Citizen Survey.
- IV. City Manager's Choice.**
- V. City Attorney's Choice**
- VI. Council Member's Choice**
 - A. Draft letters to the Denver Fire Department and the South Metro Fire Dist.
 - B. Support for the Republican National Convention

METRO DENVER URBAN FOREST ASSESSMENT



721 SQ. MILE STUDY AREA.

METRO DENVER URBAN FOREST BENEFITS

TREES PROVIDE VALUE ACROSS GENERATIONS AND CAN BE VIEWED AS A CAPITAL INVESTMENT THAT PROVIDES AN ANNUAL FLOW OF BENEFITS

$$10.7 \text{ MILLION EXISTING TREES} \times \$1,227 \text{ PER TREE} = \$13 \text{ BILLION IN ASSET VALUE}$$

ANNUAL BENEFITS

ECOSYSTEM SERVICES AND PROPERTY VALUE BENEFITS VALUED AT \$551 MILLION

AIR QUALITY FROM PARTICULATE AND POLLUTION UPTAKE

\$1.7
MILLION

COOLING SAVINGS FROM THE AIR TEMPERATURE REDUCTIONS AND SHADING FROM TREES

\$21.8
MILLION

REDUCED STORMWATER RUNOFF MANAGEMENT COSTS

\$91
MILLION



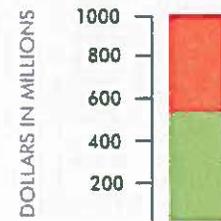
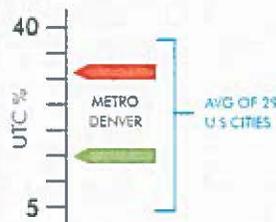
PROPERTY VALUE INCREASES AND OTHER INTANGIBLE BENEFITS

\$436.6
MILLION

URBAN TREE CANOPY (UTC)

IF THE PLANTING OF 4.25 MILLION TREES IS ACHIEVED, UTC IS PROJECTED TO INCREASE FROM 16% TO 31%.

\$451 MILLION OF BENEFITS WILL BE GAINED ANNUALLY IF 15% UTC IS ADDED TO THE METRO DENVER URBAN FOREST.



LEGEND ■ EXISTING ■ POTENTIAL

METRO DENVER TREE STATS

OF TREES PER CAPITA

4.8



PER



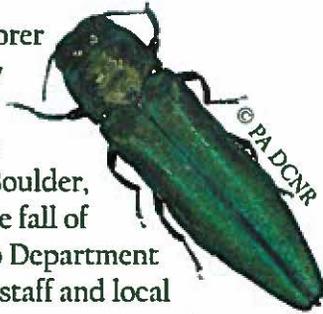
OF EXISTING TREES IN SELECTED CITIES

ARVADA	648,117
AURORA	1,135,859
BOULDER	655,526
BROOMFIELD	259,210
CENTENNIAL	671,766
CHERRY HILLS VILLAGE	222,696
COMMERCE CITY	152,373
DENVER	2,226,473
EDGEWATER	14,297
ENGLEWOOD	150,801
THORNTON	387,891
WESTMINSTER	459,651
WHEAT RIDGE	227,588



Emerald Ash Borer Survey

Emerald ash borer (EAB) is a very serious pest of ash trees. It was found in Boulder, Colorado in the fall of 2013. Colorado Department of Agriculture staff and local forestry staff are inspecting ash trees to determine the extent of the infestation.



What does EAB do?

- Kills ash trees!
- Larvae feed under the bark, eventually girdling the tree and cutting off nutrients.
- Ash trees are killed within 2-4 years of first symptoms, even previously healthy trees.
- Ash trees of all size can be attacked, from 1/2 inch saplings to largest mature trees.
- This insect is very difficult to detect because it is under the bark and the adults are only around from May to September.



How did EAB get here?

Infestations result from movement of infested ash trees and wood. The insect does not fly far on its own. Some of the items it moves on or in:

- Firewood
- Packing material/ industrial wood material
- Live plant material (nursery stock etc)
- Ash wood such as logs, branches, chips, etc.



What is being done about this new pest?

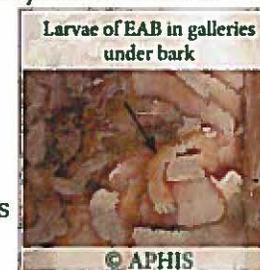
The goal is to determine the extent of the infestation through a visual survey and branch sampling of ash trees. Then management strategies will be applied to control and prevent the spread of this very damaging pest.

For more information:

www.eabcolorado.com
www.emeraldashborer.info
www.dontmovefirewood.org

For more information you can contact

the Colorado Department of Agriculture at (888) 248-5535 or email CAPS.program@state.co.us



Signs and Symptoms of the Emerald Ash Borer

Mary Wilson, MSU Extension. Eric Rebek, Michigan State University Dept. of Entomology

Adult



Michigan State University



Michigan State University

- Bright, metallic green (Figs. A, B).
- 1/2 inch long, flattened back (Figs. A, B).
- Purple abdominal segments beneath wing covers.

Larva



D. Cappaert, MSU

- Creamy white, legless (Fig. C).
- Flattened, bell-shaped body segments (Fig. C).
- Terminal segment bears a pair of small appendages.

Canopy Dieback



E. Rebek, MSU



E. Rebek, MSU

- Begins in top one-third of canopy (Fig. D).
- Progresses until tree is bare (Fig. E).

Epicormic Shoots



J. Smith, USDA APHIS PPQ



J. Smith, USDA APHIS PPQ

- Sprouts grow from roots and trunk (Figs. F, G).
- Leaves often larger than normal.



MICHIGAN STATE
UNIVERSITY
EXTENSION



Appendix 6

Ash Crown Dieback



0%



10%



20%



30%



40%



50%



60%



70%



80%



90%



100%

Emerald Ash Borer Management Plan for Municipalities

Emerald Ash Borer (EAB) is an aggressive invasive tree pest which, if left unchecked will damage and kill all untreated ash trees in its path. Ash is a commonly planted species on parkways, boulevards, landscapes and parks throughout the country. The loss of this urban forest canopy will leave the unprepared community financially and environmentally devastated.

As Emerald Ash Borer (EAB) spreads throughout the country much faster than anyone originally anticipated, communities need to be prepared for the pest's arrival. Use this guideline to create a Management plan for your community.

1. **Identify EAB Coordinator** —Who is the “go to person” to spearhead this program? The lead person must be identified. Depending on the size and resources of your community this person may be a Public Works employee, Park and Recreation employee, City Forester, City Arborist, Environmental Services employee, Contracted Arborist, or some other well informed person responsible for managing the EAB program.

A great resource to stay up to date on the latest EAB finds, treatment research and new information on EAB is emeraldashborer.info. There are links to your state EAB websites, Departments of Agriculture and Natural Resources at this web location.

2. **Brief the Decision Makers** — Bring the community's leadership up to speed on the issue. Items to discuss may include: preparedness plan, funding, detector training, treatment strategies, ordinance revision, enforcement, tree removal and treatment contracts, staffing, attrition, species to re-plant, surveying etc.

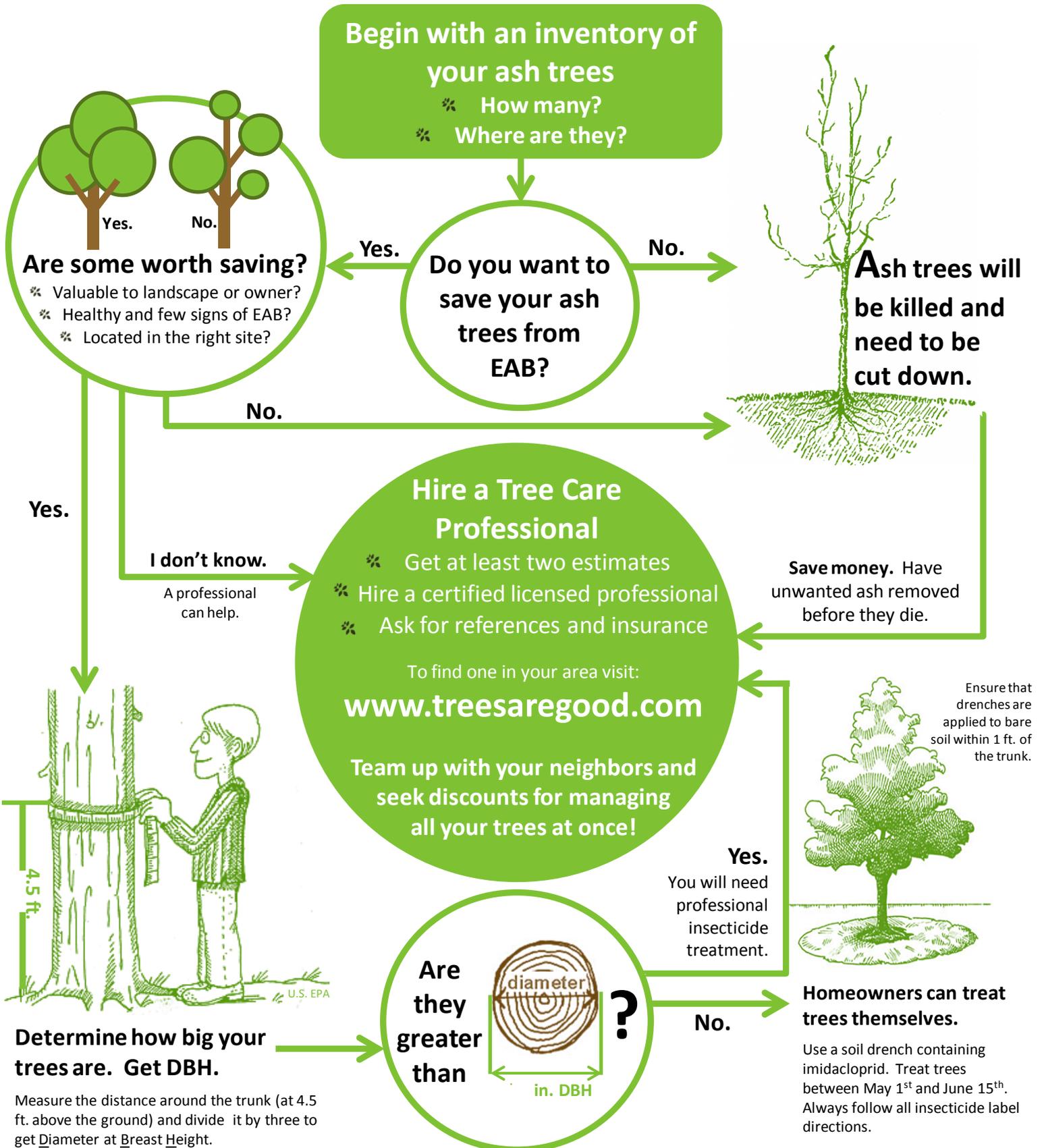
Arborjet has extensive experience dealing with municipalities in the Midwest where EAB has affected communities and offer our services to help you brief your city or Village Council upon request. Here is a link to a video of one such meeting in Shorewood, Illinois.

3. **Inform the Public** —Write newsletter articles, add a link to the city website, do public service announcements (PSA's) for local cable network, host educational workshops, connect with local neighborhood groups, etc. (multi-media) approach.

Most cities provide information on their website for their citizens and the latest updates on EAB. Here is a sample of treatment recommendations for the citizens of New Brighton, Minnesota. When EAB strikes a community we find that for everyone publicly owned ash tree there are 4 owned by your citizens, so providing them with their best options provides great value to your citizens. Example: [City of New Brighton](#)

4. **Prepare and Follow EAB Management Plan/Program** —a program tailored to EAB should be prepared and implemented in a timely manner, so effective management can occur. Components may include but not be limited to the list below:
 - a. **Inventory**— It is difficult to know what's at stake until you know what is out there. Consider getting professional inventory of all species in trees, not just ash. You can drive the streets and record inventory, or utilize some of the tools from www.iTreetools.org
 - b. **Detection and Monitoring** —Become familiar with EAB signs/symptoms and train all applicable staff. [How to Identify EAB](#)
 - c. **Treatment Priority**- Determine a protocol for identifying which trees to protect from EAB. Although research indicates the most cost effective option is to treat all trees, there may be some that are damaged or in poor locations so it may not make sense to treat a few of your trees in that situation. [See Steven's Point Study](#)
 - d. **Wood Disposal and Utilization** —As EAB is found in your area you will not be allowed to transport the wood from removed trees out of your area, so a disposal site must be determined.
 - e. **Re-planting** —Think about what should be planted in place of the poor condition Ash. Strongly consider species that are native to the area and have long-term sustainability. Use your inventory data to inform your choices, and remember the importance of planting diversity.
5. **Budget** —Create budget projections to implement the plan or accepted parts of the plan.
6. **Update Applicable Ordinance(s)** —You should have an ordinance that addresses the enforcement of removal and disposal activity of diseased or infested tree wood. EAB should be included in this ordinance. Language restricting importing and exporting of potentially dangerous firewood should be included. Example: [New York State Ordinance](#)
7. **Determine Contractor Requirements** - Many cities hold established requirements for contractors providing treatment services to residents.. Licenses to treat trees are often required by municipalities to ensure honorable business practices among the contractors working in the city. [Example contractor requirements](#)
8. **Form Partnerships with Neighboring Local Units of Government (LUG's)** — Set up meetings with neighboring communities to share ideas, troubleshoot and potentially share resources where applicable.
9. **Stay Informed** —Keep up with the latest news from leading agencies such as your Department of Agriculture and Natural Resources. Check emeraldashborer.info often for updates and Arborjet.com for updated Municipality information.

Managing Emerald Ash Borer: Decision Guide



Protect your urban forest. Act Now. Save Trees. Save \$!

Managing Emerald Ash Borer: Decision Guide

Which trees can be saved?

Trees CAN be saved if they are:

- **Healthy** and vigorously growing, with more than half their leaves.
- Enhancing the landscape.
- Valuable to the owner.
- Showing only few outward signs of EAB infestation.



These ash trees are healthy, have all of their leaves, and provide benefits to the landscape. They would be good treatment candidates.

Trees should NOT be saved if they are:

- **Unhealthy**, with dead branches and more than half of their leaves missing.
- Planted in poor sites or are not important to the landscape.
- Showing many outward signs of EAB or other insect infestation, such as woodpecker damage, bark splits, and water sprouts at the tree base.



This ash tree is not planted on the right site. It will require maintenance to keep it clear of power lines.

These ash trees are too unhealthy to be effectively treated.

Contact your city forester about local ordinances before performing any tree work!

What are the treatment options?

Homeowners can protect healthy ash trees:

- With a trunk **less than 15 in.** Diameter at Breast Height (see reverse for DBH measurement).
- With over the counter soil drench products containing 1.47% imidacloprid. These products are most effective when applied between May 1st and June 15th.

Disclaimer: Over the counter formulations are not as strong as professional formulations and are not advised to be used on trees with a DBH of greater than 15"

Professionals can protect ash trees:

- With a trunk **greater than 15 in.** DBH.
- Later in the year, using specialized equipment to apply insecticides that contain imidacloprid, dinotefuran, azadirachtin or emamectin benzoate.

**For more information on treatments
 Go to: www.eabcolorado.com**

Which new trees should be planted?

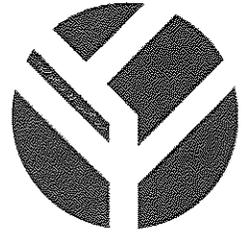
The tree species you choose should match the conditions of the site. Remember that some trees can become very large. Contact your city forester, Colorado State University Extension Office or your local garden center or nursery for advice on choosing a good replacement.

**For a list of replacement trees, visit:
www.coloradotrees.org**



REMEMBER: Choose Diversity!
 Replant with several different tree species to increase your neighborhood's resilience to future pest problems.

MEMORANDUM



TO: City Council

TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: Dave Henderson, Deputy Public Works Director ✓
Larry Nimmo, Field Operations Administrator ✓

DATE: February 25, 2014

SUBJECT: CONCRETE UTILITY CONSTRUCTION CONTRACT 2014 EXTENSION

The City's annual Concrete Utility Program removes and replaces substandard concrete throughout the City. In 2013, we completed work in front of approximately 450 properties at a cost of around \$498,000. This year, we expect to complete a program of approximately the same magnitude. This infrastructure maintenance is made possible by Englewood's unique funding mechanism, the Concrete Utility. A typical residential property, with a 50' frontage, pays \$9.99 per quarter (collected through the Utility billing system).

In 2012, the City advertised and received bids for annual concrete replacement. NORAA Concrete Construction submitted the lowest qualified bid. The bid documents included a provision to extend the contract for up to three years. With City Council's concurrence, this would be the second extension of the 2012 Contract. Staff is recommending extending the existing contract for the following reasons:

- NORAA successfully completed the 2012 and 2013 Programs.
- NORAA is extremely efficient, completing the 2013 program seven weeks earlier than provided by the contract documents.
- NORAA is familiar with procedures and policies; including technical standards, traffic control requirements, and clean-up requirements, providing the City of Englewood high quality work.
- NORAA understands working in front of private properties and with our citizens providing high customer service. The few complaints received are immediately addressed to the property owner's satisfaction.
- NORAA's crews are responsive to our City Inspectors, resulting in lower inspection cost.

Staff has reviewed, in detail, all unit prices submitted by NORAA. The overall increase from last year is 8.9% (see attached letter from NORAA). Our research finds the increase in line with what other Cities and Developers are experiencing in the Denver metro area.

Staff will attend the March 3rd Study Session to discuss this proposed contract extension and answer any questions Council may have. Pending City Council concurrence, staff will present a Motion to award a construction contract at an upcoming City Council meeting.

/att



39673 E 160th Ave Keenesburg, CO 80643 office 303-637-9233 fax 303-637-9470

February 25, 2014

Larry Nimmo
Field Operations Administrator
City of Englewood
1000 Englewood Pkwy
Englewood, CO 80110

RE: Extension of the 2012 Concrete Utility Contract

Dear Mr. Nimmo,

Attached is our 2014 pricing for the Extension of the 2012 Concrete Utility Contract. As you will see there have been price increases; below are the unit price increases for major contract items

- Concrete 12.90%
nets an overall increase to the contract of 2.87%
 - Asphalt 5.24%
(asphalt material increase of .7% and trucking increase of 12.0%)
nets an overall increase to the contract of .03%
 - Traffic Control Subcontractor 30.0%
nets overall increase to contract of 1.58%
 - Increases in Overhead
(unemployment insurance, workers comp insurance,
fuel, toll fees, etc) 3.0%
 - Increases in miscellaneous materials
(disposal fees, aggregates, rebar, steel, form materials, etc.) 1.41%
- Overall Increase to Contract 8.9%**

The overall increase to the total contract is not more than 8.9% above 2013 contract unit pricing.

If you have questions or concerns, please feel free to contact us.

Sincerely,

Lori Haiser
Secretary / Treasurer



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 26, 2014
Subject: 2014 Citizen Survey – Optional Questions



At the City Council Study Session on March 3, City Council will discuss the 2014 Citizen Survey and staff will seek Council's direction regarding possible policy issues that may merit inclusion in the survey.

Background

During the 2014 budget process, Council approved \$15,000 for a citizen survey. The City last conducted surveys in 2009 and 2007. At the February 10 Study Session, Council had preliminary discussions about the timing of the survey and recommended proceeding with the survey in May.

We plan to use the same standardized National Citizen Survey™ we used in 2007 and 2009, which is offered through the International City/County Management Association (ICMA) and National League of Cities (NLC) and is administered through National Research Center, Inc. (NRC) in Boulder. The results from the 2014 survey will be compared to the results of our 2009 and 2007 surveys. Because we will be using the national survey template, NRC will also be able to provide comparisons with over 500 other cities in 45 states – and for additional cost, comparisons to can be made with cities of similar population or proximate geographic location.

Survey Question Options

Most of the survey questions are set on this standardized survey, but we will be able to customize the survey on issues that apply specifically to the City of Englewood. Up to three objective (true-false/multiple choice) policy questions may be included in the survey at no additional cost. If Council feels that there are pressing issues on which they would like to poll residents, this is a good mechanism with which to accomplish that. In addition, an open-ended question (individual written response) may be added at the cost of \$1500.

In the two most recent Englewood citizen surveys, policy questions have been asked on the following subjects:

- Suggested traffic control measures (traffic calming, radar enforcement)
- Code issues (vehicles stored on residential property)
- Importance of economic development, affordable housing, drinking water quality
- Residential trash collection alternatives
- Support/opposition to various service reductions to meet budget constraints

The 2007 citizen survey also included the open-ended question “What do you think will be the single most important issue facing the City of Englewood over the next 12 months?” Council may want to consider including an open ended question again on this year’s survey to gauge current trends and/or compare with previous years.

At this point, department directors have not suggested any policy or open-ended questions. Based on issues that Council is either currently considering, or has recently considered, the following may be subjects for which citizen input is desirable:

- Regional service delivery options
- Home occupations
- Citizen engagement/public participation
- Funding infrastructure needs
- Economic development
- Aging population
- Multi-family development
- Affordable housing
- Code enforcement
- Open space

In addition, or alternatively, Council may wish to address certain results from the 2009 survey. On average, in 2009 citizens gave favorable ratings (either “above” or “similar to”) for 31 of 36 services surveyed as compared to other cities and below the benchmark comparison on five service areas-snow removal; Code enforcement (overall appearance/cleanliness); drinking water; citizen involvement; economic development. Keeping in mind that these survey results are from five years ago, are questions on any of these areas important to City Council?

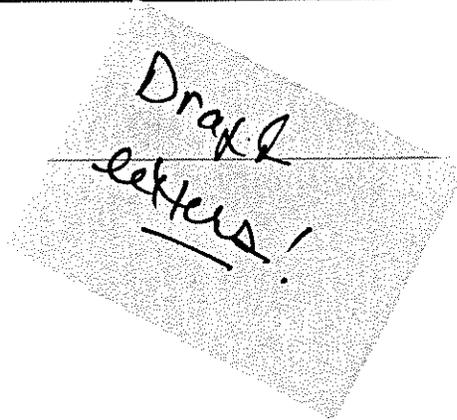
If Council is interested, staff will work with NRC to develop up to three policy questions and/or one open-ended question on subjects that Council would like to assess public opinion. Optional questions included in the 2014 survey must be completed by early April. Proposed questions, based on Council’s choice of subjects for surveying, will be provided to Council for review at a study session later in March.



CITY OF ENGLEWOOD
CITY MANAGER'S OFFICE

February 26, 2014

Fire Chief Eric Tade
Denver Fire Department
745 West Colfax Avenue
Denver, Colorado 80204



Dear Chief Tade:

At the Englewood City Council Study Session on January 24, 2014, City Council considered the Denver Fire Department Proposal for Emergency Services for the City of Englewood dated February 5, 2014. Englewood Fire Chief Andrew Marsh presented an analysis of the proposal along with several other alternatives that included a comparison of the options, the pros and cons of each option, and overall considerations. At the end of the presentation, City Council provided direction to staff to prepare a more detailed plan for sustaining our municipal fire department.

While the consensus of City Council was not to pursue further discussion about contracted services with the Denver Fire Department at this time, we appreciate the time and interest that you and your staff invested in your proposal. Thank you.

Sincerely,

Gary Sears
City Manager

Andrew Marsh
Fire Chief

Cc: Mayor and Members of City Council
City Attorney Dan Brotzman

Gary Sears, City Manager



CITY OF ENGLEWOOD
CITY MANAGER'S OFFICE

February 26, 2014

Fire Chief Dan Qualman
South Metro Fire Rescue Authority
9195 East Mineral Avenue
Centennial, Colorado 80112



Dear Chief Qualman:

At the Englewood City Council Study Session on January 24, 2014, City Council considered the South Metro Fire Rescue Authority Proposal for Emergency Services for the City of Englewood dated January 30, 2014. Englewood Fire Chief Andrew Marsh presented an analysis of the proposal along with several other alternatives that included a comparison of the options, the pros and cons of each option, and overall considerations. At the end of the presentation, City Council provided direction to staff to prepare a more detailed plan for sustaining our municipal fire department, while leaving open the option of further discussion with South Metro Fire Rescue Authority. Once the plan for our municipal fire department is prepared and presented to City Council, staff may receive further direction about whether to pursue contracted emergency services with South Metro Fire Rescue Authority.

Thank you for the time and interest that you and your staff invested in your proposals. We value our close working relationship with your fire department and look forward to future opportunities for collaboration.

Sincerely,

Gary Sears
City Manager

Andrew Marsh
Fire Chief

Cc: Mayor and Members of City Council
City Attorney Dan Brotzman

Gary Sears, City Manager