CITY MANAGER’S NOTES
June 1, 2017

Upcoming Council Meetings

A Study Session will be held on **Monday, June 5, 2017** at 5:30 p.m. in the Community Room. The Regular Meeting will follow at 7:00 p.m. in Council Chambers.

The next Study Session will be held on **Monday, June 12, 2017** at 5:30 p.m. in the Community Room.

Informational Items

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

1. Denver Post article: Englewood’s Final Fridays seen as a sign of city’s emerging ‘cool’
2. The Villager article: Englewood to host parking-lot ‘garage’ sale
4. Memo: City of Englewood Police Headquarters CM/GC Process Information
5. Memo: 3400 S. Broadway Mid-Block Crossing Alternatives
6. Memo: Planned Business/Property Owner Communication on Broadway Improvements
7. Calendar of Events
8. Tentative Study Session Topics
9. Parks and Recreation Commission Minutes – April 13, 2017
NEWS > YOURHUB

Englewood’s Final Fridays seen as sign of a city’s emerging ‘cool’

South Broadway businesses banding together for monthly events with art, music and specials

DJ “Luxury Problems” Khori Johnson will be providing the music at Positive Vibes, one of the businesses participating in the Final Friday event. Community Service Apparel has been in the thick of the emergence of Final Friday and prepares its store for this community event on May 26, 2017 in Englewood. The shop has recently been joined by other local businesses to support the artistic venue, with local bars and restaurants offering specials to go with live music and art elements.
It's a party on South Broadway and everyone is invited.

Englewood small business owners have been banding together in recent months to put on Final Fridays. The loosely organized events are the Arapahoe County’s city’s version of First Friday Art Walks in places like Denver’s Art District on Santa Fe Drive, only — you guessed it — the events are on the last Friday of each month instead of the first.

With live music, artists who create pieces in real-time and/or food and drink specials or sales on merchandise, the handful of participating shops, bars and restaurants located in the 3200, 3300 and 3400 blocks of South Broadway are building momentum, and residents and local officials are taking notice.

"I think that up until now we’ve been a value destination — a place that’s cheaper than Denver — but now I think we’re creating that sense of place here on Broadway," Mayor Joe Jefferson said. “And I think maybe we’re turning the corner to being cool.”
On Friday, May 26, Jefferson shared a personal Final Friday itinerary on Facebook, with stops at each of the nine businesses that participated in May's event on the agenda. He also co-created a page promoting the event that was shared on the city's own Facebook page. Jefferson, who owns a Broadway business — Jefferson Legal Group, P.C. — said he feels hip businesses like Moe's Original BBQ and The Whiskey Biscuit that have opened in the “Old Town” portion of the city in recent years has Englewood on the precipice of something big.

Hosting arts-centric special events is nothing new to the owners of Community Service Apparel, a street wear shop that has operated at 3356 S. Broadway since 2010. Co-owner and founder Richard Langdon said the shop has hosted street artists, DJs and more on the last Friday of each month on and off for five years but other Broadway businesses were reluctant to get on board. That is until Positive Vibes Smoke and Gifts Shop moved in at the corner of Broadway and Girard Avenue in December. Staff members there are kindred spirits who embraced the idea enthusiastically, helping spark increasingly popular Final Fridays every month since February.

“We've been trying to get the neighborhood involved for a long time but a lot of them are older shops that didn't really feel Final Friday fit them,” said Langdon, whose shop gave away beer from Zephyr Brewing Company, and hosted street artists who painted new murals on the store’s back wall and a semi-trailer parked outside last week. “When Positive Vibes moved in we were kind of able to get some of the bars and restaurants involved.”

At Positive Vibes last week, a pair of DJs provided the soundtrack, popup kitchen Harold for Hire served free kabobs and a trio of artists displayed their work. Manager Nathan Beste, sporting a shirt that read “Support Your Local Anything,” beamed when talking about the growth of Final Fridays this spring. He said he helped organize similar events in Wichita, Kan. and they became a driving force for the small business community there. He pointed to Neighborhood Treasures Thrift Shop, which offered 50 percent off everything for Final Friday, jumping on board as a sign of the event's roots taking hold. He said staff at the thrift shop reached out to a local hot rod club, a subculture with a history in Englewood, to see if some of them would cruise Broadway on Final Fridays and add to the excitement.

“That alone is huge,” Beste said. “That's a little thing alone that is contributing.”
Paul Webster owns The Brew on Broadway, or simply the BoB, a craft brewery and coffee bar that is nearing four years at 3445 S. Broadway. His business hosted a live band and offered $1 off craft beer all night for Final Friday. A 33-year resident of Englewood, Webster said he is pleased to see South Broadway re-emerging as the city’s beating heart and knows there are more businesses set to open there soon. Webster said he is on the organizing committee for a possible special event that the city, under the direction of Communications Director Alison Carney, is seeking to establish sometime later this summer to bring even more people to the area.

“Right now it’s still very young,” Webster said of Final Fridays. “Everybody is jumping on the bandwagon and it’s a grassroots effort to wake up Englewood.”

C.J. Nicolai was among the patrons at the Englewood Grand bar and restaurant on Final Friday. The Grand was offering $5 old fashioneds and $4 Locavore Beer Works beers for the occasion. Nicolai has lived in the Englewood area on and off for 20 years and said South Broadway is more inviting now than it’s ever been in that time.

“It used to be the place you went through on the way to a nicer place,” she said. “Now it’s a destination on its own.”

TAGS: CRAFT BEER, RESTAURANTS, SMALL BUSINESS

Joe Rubino
Joe Rubino worked at the Broomfield Enterprise and Boulder Daily Camera before joining YourHub in February 2015. He is a Denver native and an alumnus of John F. Kennedy High School and the University of Colorado journalism school. He once flew a plane for 30 seconds while on assignment.

SPONSORED CONTENT

Inside the Absurd Distillery Where They Make '20-Year' Rum in Six Days

BY WIRED
Englewood to host parking-lot ‘garage’ sale

Englewood hosts its annual citywide garage sale June 10 at Malley Recreation Center, 3380 S. Lincoln St. Courtesy of City of Englewood

Englewood invites you to the city’s largest garage sale—without a garage.

The award-winning annual parking-lot sale—without a bunch of cars—takes place Saturday, June 10, 8 a.m. to 2 p.m., at Malley Recreation Center, 3380 S. Lincoln St.

Shop at more than 40 sellers displaying antiques, furniture, kitchenware, camping gear, tools, clothing, toys and many one-of-a-kind items.

“This community garage-sale event is unique,” said Cheryl Adamson with the City of Englewood. “It offers an opportunity for folks to shop for items and treasures while others clean house and make some money.”

Registration to sellers will continue through June 9. Registrations are taken 8 a.m.-7 p.m., Monday-Thursday, 8-5 p.m. Friday, and 9 am-1pm Saturday at the Malley Front Desk. Space rental is $20 per parking space or $25 for oversize space. $10 per 8-foot table rental. Cash, Check, Visa, Master Card & Discover is accepted.

For more information, call 303-762-2660. In case of inclement weather, call 303-762-2598 for information. A rain date has been set for Saturday, June 17, 8 a.m. to 2 p.m.
MEMORANDUM

To: Honorable Mayor and Members of the City Council
From: Kathleen Rinkel, Finance and Administrative Services Director
       Dave Henderson, Director of Public Works
Date: May 23, 2017
Subject: Englewood Police Headquarters Building Replacement Project Update

Staff, along with CBRE, our project management partner, will be providing a project update at the June 12th study session. Below is a summary of the status of key aspects of the Englewood Police Headquarters Building Replacement Project.

Financing:
The City continues to be on schedule with the Plan of Financing. Our rating agency call with Standard and Poors was held on May 16, 2017. Our rating was held stable at AA+.

With Council approval of the Parameter’s Ordinance on May 1, 2017, allowing the City to expedite approval and processing of the General Obligation Bond sale, we are poised to sell our bonds the 1st week of June.

Design/Construction:
Design
DLR Architects began meeting with the Police Department to confirm/refine the initial programming requirements. Proposed space plan layouts showing adjacencies are being developed and DLR is coordinating with utility companies. Staff, along with our design team, will present preliminary schematic drawings and information at the June 12th Study Session.

Construction Manager/General Contractor Selection (CM/GC)
Staff has completed the selection process for our CM/GC. Seven companies submitted for the project and, after reviewing proposals and interviewing the top three, staff will recommend Adolfson and Peterson as our CM/GC.

The CM/GC award will be presented in two phases: The first phase is for preconstruction services only in the amount of $51,035. The contract award is scheduled for Council consideration at the June 19th meeting. The second phase will be presented to Council in September. This will the contractor’s Guaranteed Maximum Price (GMP) for construction of the project.

CBRE is providing additional information about the CM/GC process under separate cover.
MEMORANDUM

City of Englewood
Police Headquarters
CM/GC Process Information

The Construction Manager / General Contractor (CM/GC) project delivery method allows Englewood to engage a construction manager (CM) during the design process to provide constructability input. The CM is selected on the basis of qualifications, past experience and a general conditions pricing exercise based on the preliminary project schedule and construction costs (process information provided within).

During the design phase, the construction manager provides input regarding scheduling, pricing, phasing and other input that helps Englewood design a more constructible project. The CM will provide project cost estimates at the 25% (schematic design) and 40% (midpoint of design development) of the design process to help keep the project tracking to the approved budget. At approximately the 60% (complete design development) stage of design completion, the owner and the CM negotiate a guaranteed maximum price (GMP) for the construction of the project based on the defined scope and schedule. The CM will utilize subcontractor input throughout their pricing exercises to help solidify their numbers to real market costs. If this price is acceptable to both parties, we will execute a change order to their contract for construction services, and the CM becomes the general contractor(GC).

As the design nears completion, the GC will start the buyout procurement process. This is when the GC sends out the bidding documents to all the subcontractors that are prequalified to perform the work on our project. The GC will be required to retain proposals from at least three subcontractors and then provide a detailed summary and award recommendation per the agreed upon contract with Englewood. Englewood, along with CBRE’s guidance, will then review and approve or reject the GC recommendation provided. This process will continue until all scopes of work have been awarded within the GMP amount.

Per the contract there is a bidding contingency that will cover any overages within their GMP and if pricing is returned under the budget then that remaining contingency will be returned to the project budget.
MEMORANDUM

TO: Erick Keck, City Manager
THROUGH: Dave Henderson, Director of Public Works
FROM: Paul R. Weller, P.E., Engineering Manager
        Ladd Vostry, Traffic Engineer
DATE May 31, 2017
RE: 3400 S Broadway Mid-Block Crossing Alternatives

RECOMMENDATION

Staff recommends the installation of the Rectangular Rapid Flashing Beacon (RRFB) to improve the safety of the mid-block crossing.

1. Concrete Curb Extensions (Bump-outs) to be extended by ten feet to provide a 30' restricted parking zone for visibility as required for beacon placement.
2. Total parking count unaffected based on 24' standard parallel parking stall length.
3. Temporary components of the existing crosswalk to be removed.
4. The Speed limit in the 3300 and 3400 blocks will be lowered from the existing posted limit of 30 mph to 25 mph based on Engineering Judgement that takes into consideration the safety and performance of the various factors such as the existing curb side parallel parking and pedestrian activity.
5. RRFB to be installed in the existing temporary crosswalk and monitored for a short period to see if parking restrictions, as controlled by signage and pavement markings, are obeyed prior to completing construction of the final bump-outs and median improvements.

Existing funding in PIF accounts to be used for all construction.

MID-BLOCK CROSSING ALTERNATIVES

All alternatives presented are in compliance with the city adopted Model Traffic Code for Colorado Municipalities and Manual of Uniform Traffic Control Devices (MUTCD).

1. Removal of the Mid-Block Crossing ($22,000)
   a. Maximize on-street parking (returns approximately 2 spaces per side)
   b. Signalized intersections located at Englewood Parkway and Hampden Av intersections offer the safest places to cross.
c. Remove temporary concrete curb extensions (bulb-outs) and replace curb, gutter, sidewalk and median paving, patching of asphalt underneath of curb extensions on each side.
d. Remove signage and striping.
e. Overhead banner will be available for use.
f. 15 day construction schedule (approximately 5 days on each side).
g. Lane closures and parking restrictions (occupy approximately 50’ or 2 parking spaces per side during working hours).

2. Construct crossing as designed ($80,000)
   a. No additional parking loss.
   b. No additional design time/fees.
   c. Crossing meets the minimum requirements of Model Traffic Code for Colorado Municipalities section 1024 (2)(c) and Manual of Uniform Traffic Control Devices (MUTCD) section 3B.16 for an un-signalized mid-block crossing by restricting parking within 20’ in advance of the crosswalk.
   d. Change Order to Concrete Utility Contractor to expedite construction by eliminating bidding phase (Concrete Utility work was competitively bid).
   e. 45-50 day construction schedule total (approximately 14 days each side).
   f. Lane closures and parking restrictions (occupy approximately 50’ or 2 parking spaces per side during working hours, depending on contractor’s operations).

3. Construct crossing with flashing yellow Rectangular Rapid Flashing Beacons (RRFB) warning lights ($110,000 including removal of temporary crossing and construction of crossing as designed and beacon installation)
   a. The RRFB has shown to be the most effective beacon for improving driver awareness of pedestrians and reducing the probability of vehicle/pedestrian accidents in un-signalized crossings.
   b. A recent study of the crosswalk utilization indicates that the use of a flashing warning beacon is warranted based on criteria used by the City of Boulder at similar sites.
   c. Parking shall be restricted within 30’ on the approach side of the crosswalk to be in conformance with the minimum requirements of Model Traffic Code for Colorado Municipalities section 1204 (2)(c), a 10’ increase in length from the end of the existing bulb-out.
   d. The extension of the bulb-out on the approach side will not result in the loss of parking as measured by the MUTCD standard parking stall length of 24’.
   e. The RRFB will be powered by solar panels and batteries with no external power source required.
   f. Beacons and push button poles to be installed in existing temporary bulb-outs and median refuge with signage and pavement markings used to denote the additional no parking areas.
   g. Operation of cross-walk will be monitored for a short period to determine if bulb-out will need to be extended in lieu of signage and pavement markings to restrict parking (additional cost to extend bulb-out is approximately $30,000).
   h. 15-20 day construction schedule for the installation of the RRFB, push button poles, signage and pavement markings (approximately 5 days per side and 5 days in median refuge).
i. 45-50 day construction schedule total (approximately 20 days each side) for the reconstruction of the bulb-outs and median refuge.

j. Lane closures and parking restrictions (occupy approximately 50’ or 2 parking spaces per side during working hours).

4. **Construct crossing with pedestrian signal ($234,000)**
   a. Section 4D.01, Traffic Control Signal Features, of the Manual of Uniform Traffic Control Devices (MUTCD) states that “mid-block crosswalks shall not be signalized if they are located within 300 feet from the nearest traffic control signal, unless the proposed traffic control signal will not restrict the progressive movement of traffic”. Englewood Parkway is located approximately 310’ north of the mid-block crossing and Hampden Av. is located approximately 282’ south of the mid-block crossing.
   b. A pedestrian signal at this location does not meet the warrants for a traffic signal per the requirements of section 4C.01 of the MUTCD. Installation of a signal would be outside the boundaries of normal engineering practice.
   c. Parking shall be restricted within 30’ on the approach side of the crosswalk to be in conformance with the minimum requirements of the Model Traffic Code for Colorado Municipalities section 1204 (2)(c), a 10’ increase in length from the end of the existing bulb-out.
   d. The extension of the bulb-out on the approach side will not result in the loss of parking as measured by the MUTCD standard parking stall length of 24’.
   e. A permanent power source and meter would be required.
   f. Additional conduits and fiber optic cable would be constructed from the crossing to the nearest signalized intersection in order to be able to coordinate the signals.
   g. A pedestrian signal in this location was installed in 1979 and removed after a brief period of service when it was found that pedestrians were not waiting for the light to change before crossing as well as the loss of the available on-street parking. See attached memo from Andy McCown, City Manager to Mayor and Members of City Council dated August 27, 1979.
MEMORANDUM

TO: Mayor and Members of City Council
FROM: Andy McCown, City Manager
DATE: August 27, 1979
SUBJECT: MID-BLOCK CROSSING SIGNAL – 3400 BLOCK OF SOUTH BROADWAY

This memorandum is being sent to you in regard to recent incidents which have taken place concerning the mid-block crossing signal in the 3400 block of South Broadway. I would ask that Council discuss this and give us some guidance after the conclusion of the dinner meeting tonight with the Downtown Development Authority.3

Perhaps first you should have some history concerning this light. For several years the subject of putting a light at the mid-block has been discussed off and on. Approximately a year or so ago, Mr. Kells Waggoner, Director of Public Works, discussed the matter with me stating there had been a few requests from some Broadway merchants and that he would like to go ahead and install the light on a trial basis and see if it would be utilized. At that time, Cart Brothers was still located on South Broadway and was one of the higher traffic generators in the block. I gave my concurrence to Mr. Waggoner. After the light was installed we did get some complaints from some Broadway merchants concerned about safety, no one would use it, etc. The light was installed with no parking restrictions except in the crosswalk area itself.

During this year, the State and the City have been conducting a traffic safety study with a $40,000 grant from the State, which was approved by Council. The firm of CH2M Hill was hired to conduct the study. During the course of their review they notified the Traffic Engineer, Mr. JoePlizga, that this light did not meet the warrant for a mid-block pedestrian crossing and should be removed. Their opinion was advisory to the City.

Recently, this light has been inoperative because of the failure of one of the mechanical parts. A new part was ordered from the State and took several weeks to arrive. During this time period and the many discussions between the consultants, the State, and our Traffic Engineering division, it was pointed out that Section 40-5 of the Manual on Uniform Traffic Control Devices (copy attached) recommends prohibition of curbside parking for 100 feet in advance and 20 feet beyond the crosswalk. It was pointed out to the City that we had a potential liability in this matter since we were providing a crosswalk for pedestrians but were not providing adequate safety measures in conformance with the Manual on Uniform Traffic Control Devices. Based on this information, the Traffic Engineer ordered the parking restrictions installed last Wednesday when the signal was repaired and became operative.

At that point in time, as you can well imagine, downtown merchants became concerned about the loss of parking, approximately eight spaces on each side. At approximately 4:00 p.m. Wednesday afternoon, Mayor Pro Tem Mann called me about this concern and some others related to traffic and I stated I would check into it as soon as possible and see if the situation could be resolved. That same
Members of Council  
August 27, 1979  
Page 2 - MID-BLOCK CROSSING SIGNAL

afternoon I asked Mr. Curnes to contact Mr. Kaufman from the Downtown Development Authority, Mr. Plizga and others involved to look into the problems and report back to me. At 9:45 a.m. the next morning, Mayor Pro Tem Mann again contacted me in regard to these concerns.

At 4:00 p.m. that same evening, I met with Mr. Plizga, Richard Wanush and Fred Kaufman in Mr. Kaufman's office to discuss the matter. We then proceeded down to the area of the light and were joined by Mayor Pro Tem Mann, Roger Robohm, Dick Konecne, and Jim Chambers. A very amicable discussion took place and we informed the merchants of the City's potential liability if an accident should occur. The majority of the merchants present stated they were much more concerned about parking than the light. It was agreed by all present to take a survey of both sides of the 3400 block of South Broadway the next morning to determine the merchants' preference. The survey would state that if the light were left up, the parking restrictions would have to remain. The merchants present thought this was fair and thanked us for our attention to the matter. Mr. Kaufman and I proceeded to Sunset Flowers to inform Mayor Pro Tem Mann who had left the meeting earlier.

Upon getting back to my office (approximately 4:45 p.m.) I reviewed this matter further with Mr. Plizga, Mr. Wanush, and the City Attorney, Mr. Berardini. Mr. Berardini, concurred in our assessment of our potential liability in this matter and advised me that we should follow the national safety standards. He further advised me that if I gave an order to the Traffic Engineer contradicting his directions, I could be sued personally in the event of an accident.

The survey was conducted the next morning by Ms. Dorothy Romans, Ms. Alice Fessenden, and Ms. Barbara Young, all of the Community Development Department. Before taking the survey, they all met with Mr. Plizga and Mr. Wanush so they would be fully aware of the situation and so they could properly explain it to the merchants. A copy of the survey is attached. The final tally was 55-2 in favor of taking the light down.

At approximately 11:00 a.m. Friday, Mayor Pro Tem Mann called and advised me that he felt the survey should have included the alternative of leaving the light up and not restricting the parking. I told him it was my opinion, based upon the advice from the State, the Traffic Engineer and the City Attorney that this was really not an alternative and that as City Manager, I really did not feel that I could ignore the safety standards and put the City in a possible liability situation. I further stated that if he wished to raise this matter with Council and the majority of Council disagreed with me, I would of course abide by your direction.

Because of the controversy surrounding this issue, it is my decision to request Council's direction on this matter. On a temporary basis, the light and the no parking signs have been covered and made inoperative awaiting your direction.
Members of Council
August 27, 1979
Page 2 - MID-BLOCK CROSSING SIGNAL

Sincerely,

[Signature]

ANDY MCCOWN
City Manager

Enclosures

cc: Bernard V. Berardini, City Attorney
    Kells Waggoner, Director of Public Works
    Richard Wanush, Director of Community Development
    Joe Plizga, Traffic Engineer

Signature page for August 27, 1979, memorandum to Englewood City Council.
To: Mayor Jefferson and Members of City Council

Thru: Eric Keck, City Manager

From: Brad Power, Director of Community Development
       Dave Henderson, Director of Public Works

Date: May 22, 2017

Subject: Planned Business/Property Owner Communication on Broadway Improvements

On May 1, 2017 staff conducted the latest outreach meeting regarding the planned improvements for the 3400 block of South Broadway. Following that meeting, City Council requested additional outreach to the owners in the area as the project continues to progress. The following outreach efforts are planned over the course of the next several weeks:

- A letter will be sent and/or hand delivered to owners that will include the latest regarding the schedule and elements included in the planned improvements.

- Staff is exploring the possibility of soliciting owner’s preference for the style of lighting that will be installed through an online survey (possibly through a link from the letter mentioned above).

- As the plans for the block are finalized, owners will be invited to an open house in the Civic Center building to discuss the plans, see an example of the treatment planned for the street furniture, and to learn more about the schedule and construction impacts for the improvements as well as the changes for the mid-block crossing.

This approach is intended to respect the time of the owners by shifting to an opt-in participation effort that offers more opportunities for the parties in the area to receive updates and offer input than solely through a scheduled meeting.
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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Thurs., June 1</td>
<td>6:00 p.m.</td>
<td>State of the City, Hampden Hall</td>
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<tr>
<td>Mon., June 5</td>
<td>7:00 p.m.</td>
<td>City Council Regular Meeting, Council Chambers</td>
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<td>Tue., June 6</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission, City Council Conference Room</td>
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<tr>
<td>Wed., June 7</td>
<td>Cancelled</td>
<td>Alliance for Commerce in Englewood (ACE), Council Chambers</td>
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<td>5:45 p.m.</td>
<td>Cultural Arts Commission, Council Chambers</td>
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<td>Thurs., June 8</td>
<td>5:00 p.m.</td>
<td>Board &amp; Commission Interview, City Council Conf-Rm (tentative)</td>
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<td>Parks and Recreation Commission, RiverRun Trailhead, 2101 W. Oxford Ave.</td>
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<td>6:00 p.m.</td>
<td>Transportation Advisory Committee, Council Chambers</td>
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<td>Mon., June 12</td>
<td>6:00 p.m.</td>
<td>City Council Study Session, Council Chambers</td>
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<tr>
<td>Tues., June 13</td>
<td>5:00 p.m.</td>
<td>Board &amp; Commission Interview, City Council Conf-Rm (tentative)</td>
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<td>6:30 p.m.</td>
<td>Keep Englewood Beautiful, City Council Conf. Rm.</td>
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<td>7:00 p.m.</td>
<td>Public Library Board, Library Board Room</td>
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<td>5:00 p.m.</td>
<td>Board &amp; Commission Interview, City Council Conf-Rm (tentative)</td>
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<td>7:00 p.m.</td>
<td>Board of Adjustment and Appeals, Council Chambers</td>
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<td>6:30 p.m.</td>
<td>Englewood Urban Renewal Authority, Council Chambers</td>
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<td>5:00 p.m.</td>
<td>Board &amp; Commission Interview, City Council Conf-Rm (tentative)</td>
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<td>Mon., June 19</td>
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<td>Tues., June 20</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission Public Hearing, Council Chambers</td>
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<td>Wed., June 21</td>
<td>Telephone Poll</td>
<td>Liquor, Medical and Retail Marijuana Licensing Authority, Council Chambers.</td>
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<td>Tue., June 22</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission, City Council Conference Room/Council Chambers</td>
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<td>Mon., June 26</td>
<td>6:00 p.m.</td>
<td>City Council Study Session, Council Chambers</td>
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<td>Mon., July 3</td>
<td>7:00 p.m.</td>
<td>City Council Regular Meeting, Council Chambers</td>
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<td>Wed., July 5</td>
<td>11:30 a.m.</td>
<td>Alliance for Commerce in Englewood (ACE), Council Chambers</td>
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<td>Mon., July 10</td>
<td>6:00 p.m.</td>
<td>City Council Study Session, Community Room</td>
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<td>Tues., July 11</td>
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<td>Wed., July 12</td>
<td>7:00 p.m.</td>
<td>Board of Adjustments and Appeals, Council Chambers</td>
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<td>Thurs., July 13</td>
<td>5:30 p.m.</td>
<td>Parks and Recreation Commission, Miller Field, 3600 S. Elati St.</td>
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<td>Mon., July 17</td>
<td>7:00 p.m.</td>
<td>City Council Regular Meeting, Council Chambers</td>
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<td>Tue., July 18</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission, City Council Conference Room</td>
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<td>Mon., July 24</td>
<td>6:00 p.m.</td>
<td>City Council Study Session, Community Room</td>
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<td>Wed., Aug. 2</td>
<td>11:30 a.m.</td>
<td>Alliance for Commerce in Englewood (ACE), City Council Conference Room</td>
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<td>Mon., Aug. 7</td>
<td>2:00 p.m.</td>
<td>Malley Center Trust Fund, Malley Recreation Center</td>
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<td>Mon., Aug. 14</td>
<td>6:00 p.m.</td>
<td>City Council Study Session, Community Room</td>
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<td>Mon., Aug. 21</td>
<td>7:00 p.m.</td>
<td>City Council Regular Meeting, Council Chambers</td>
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<td>Tue., Aug. 22</td>
<td>7:00 p.m.</td>
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TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL

Jun 1  State of the City Address

Jun 5  Study Session
  Slate Update
  EURA Discussion
  Monthly Financial Review
  2015 Building Code Review

June 5  Regular Meeting  (Materials due 16 May 17)

Jun 12 Study Session
  Broadway Improvement: Design Elements
  Cultural Arts Commission Board Update
  Police Building Status Update
  Police Staffing Plan Discussion
  Budgeting for Community Goals Review (PW, CD, Communication)

Jun 19 Study Session
  Budget for Community Goals Review (IT, HR, Finance)

Jun 19 Regular (Materials due 30 May 17)

Jun 26 Study Session
  Budgeting for Community Goals Review (Attorney, CMO, Fire)
  Council Policy and Procedures (When Alison is ready)
  Monthly Financial Review
  PIO Update
  Integral Engineering Report on Allen Filtration Plant

Jul 3  Study Session
  Fire Code Amendments

Jul 3  Regular  (Materials due 13 Jun. 17)

Jul 10 Study Session
  Slate Discussion on Signature Event
  Parks and Recreation Commission Board Update
  Fiscal Year 2018 Budget Preparation
  Code Enforcement Advisory Committee Update
  Board and Commission Policy
  Dry Gulch Floodplain Discussion

Jul 17 Regular  (Materials due 27 Jun. 17)
Jul 24  Study Session  
Fiscal Year 2018 Budget Preparation  
Monthly Financial Review  
LEWWTP Governance and Strategic Direction (1.5 hrs)  
Follow up on Closure of Englewood Ironworks Urban Renewal Area

Jul 31  No planned meeting – 5th Monday

Aug 7  Regular

Aug 14  Study Session  
EMRF Dissolution  
CHFA Presentation  
AirBnB/Short Term Rental Housing Discussion  
RTD Parking Matter

Aug 21  Regular

FUTURE STUDY SESSION TOPICS

Board & Commission Presentations

Boards and Commissions  
Board and Commission Interviews (January and June)  
Alliance for Commerce in Englewood Committee  
Board of Adjustment and Appeals  
Budget Advisory Committee  
Code Enforcement Advisory Board (May)  
Cultural Arts Commission  
Election Commission  
Englewood Housing Authority (February)  
Keep Englewood Beautiful Commission (May)  
Liquor Licensing Authority  
Fire Pension, Police Pension and Retirement Board  
Parks and Recreation Commission  
Planning and Zoning Commission (February)  
Public Library Board (June)  
Transportation Advisory Committee  
Urban Renewal Authority  
Water and Sewer Board
MINUTES
Parks and Recreation Commission Meeting
Thursday, April 13, 2017
Broken Tee Englewood Golf Course 2101 W Oxford Ave.
Englewood CO 80110 5:30 PM

PRESENT:
Douglas Garrett
Mark Husbands
Christine Adams
Kathy Christie
Karen Miller
Allie Moore
Jim Woodward
Laurel Rhoades, Keep Englewood Beautiful

ABSENT:
Marta Mansbacher, Youth Member

STAFF PRESENT:
Dorothy Hargrove, Director of Parks, Recreation and Library
Joe Sack, Recreation Manager

1. Call to Order
   a. The meeting was called to order at 5:44pm.

2. Roll Call

3. Approval of Minutes
   a. March 9 2017

      Moved by Member Jim Woodward
      Seconded by Member Karen Miller

      TO APPROVE THE MINUTES OF MARCH 9, 2017 AS WRITTEN.

      Motion MOTION CARRIED.

4. Scheduled Public Comment (presentation limited to 10 minutes)

5. Unscheduled Public Comment (presentation limited to 5 minutes)
6. **New Business**
   a. **Arbor Day**

   The Arbor Day tree sale will be Saturday, April 22nd at Cushing Park. Parks staff will also be doing an Arbor Day activity at Clayton Elementary on Tuesday, April 25th.

7. **Old Business**
   a. **Parks and Recreation Master Plan Update**

   Hargrove spoke on moving forward with recommendations from the Master Plan and Cushing Park becoming a high priority. Members were shown a conceptual plan of Cushing Park with initial ideas for the park. Sack explained that this conceptual plan is a rough design that can be used to possibly secure grant funding for the project. Review of the plan followed. Items of discussion included RTD parking and the Plan's recommendation for a dog park at Cushing Park.

   Staff talked about improvements to Pirates Cove, the Englewood Recreation Center and the Malley Recreation Center also being high priorities.

8. **Director and Staff Choice**
   a. **Project Updates**

   Sack reported that construction has begun on the Bellevue Park train trestle bridge. Construction will be completed in time for the May 27th opening.

   A report on disc golf will be available at next month's meeting. Staff continued with updates on other projects and events for the Department.

9. **Commissioner's Choice**
   a. Commission members shared updates from their professional and personal activities.

10. **Adjournment**
    a. The meeting was adjourned at 6:36pm.
MINUTES
Planning and Zoning Commission Meeting
Tuesday, March 21, 2017
1000 Englewood Pkwy – Council Conference Room 7:00 PM

COMMISSIONERS PRESENT: Cate Townley
Daryl Kinton
John Brick
Mike Freemire
Patrick Madrid
Ron Fish
Jeremy Letkomiller, Alternate

COMMISSIONERS ABSENT: Michele Austin
Randall Coleman

STAFF PRESENT: Brook Bell, Planner II, Current Planning
John Voboril, Planner II, Long Range Planning

1. Call to Order

2. Approval of Minutes
   a. Approval of Minutes March 7, 2017, as amended.
      Correction to minutes to reflect that Mr. Kinton and Mr. Fish were absent.

      Moved by Member Mike Freemire
      Seconded by Member Cate Townley

      For  Against  Abstained
      Cate Townley (Seconded By)  x       
      Daryl Kinton                     x
      Merc Pittinos                   x
      John Brick                      x
      Mike Freemire (Moved By)        x
      Patrick Madrid                  x
      Ron Fish                        x

      5  0  2

      Motion CARRIED.
3. **Study Session 2017-02 Dimensional Standards**
   a. **Memo Lot Coverage Standards**

   Mr. Bell reviewed the previous discussion of current dimensional standards. At the previous meeting, it was agreed that the bulk plane and height regulations are acceptable. Concerning lot coverage, the Commissioners had previously requested information on the actual lot coverage of recent developments in the city. He supplied information to the Commissioners for several duplexes and a triplex built in 2015 and 2016. The primary jurisdiction used for comparison was Denver because the development and neighborhood patterns are similar and contiguous to Englewood's northern border where the redevelopment activity has been greatest. Discussion regarding different methods of determining lot coverage included an explanation of floor area ratio (FAR) versus actual lot coverage.

   After examining the examples presented, it was determined that recent developments in northeastern Englewood, specifically duplexes, did not utilize the 60% maximum lot coverage. The average lot coverage of the properties developed in 2015 and 2016 is approximately The Commissioners reached consensus that staff will report to Council that the Commission examined the bulk plane and height regulations and does not recommend any changes. Staff would also report that the Commission discussed lot coverage and would find a slight reduction acceptable. Mr. Bell stated that he would consult with staff to determine how to proceed.

4. **Public Forum**

5. **Staff's Choice**

6. **Attorney's Choice**

   Acting City Attorney Comer was not present at the meeting.

7. **Commissioner's Choice**

   Mr. Brick acknowledged staff and the increased workload. He is interested in hearing about the City's activities regarding crime prevention. Mr. Brick asked about the Commission's involvement in the budget. Mr. Pittinos stated that he found Mr. Adragna's comments regarding the Comprehensive Plan implementation were valuable. Ms. Townley informed the Commission of a substance abuse program, Communities that Care, that seeks to reduce substance abuse and implement violence prevention measures.

8. **Adjournment 9:08 p.m.**
/s/ Julie Bailey, Recording Secretary