CITY MANAGER’S NOTES
June 8, 2017

Upcoming Council Meetings

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

The next Study Session will be held on **Monday, June 19, 2017** at 5:30 p.m. in the Community Room. The Regular Meeting will follow at 7:00 p.m. in Council Chambers.

Informational Items

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

2. Denver Post YourHub article: Englewood Campus to host STEM Conference
3. Denver Post Featured Events: Festival of Quilts, Malley Parking Lot Garage Sale
4. Invitation: Accessory Dwelling Units Meeting
5. Memo and Invitation: Urban Land Institute Seminar
7. Petition: Commit Englewood to the Paris Agreement
8. Community Development Newsletter – June 2017
9. Calendar of Events
10. Tentative Study Session Topics
11. Cultural Arts Commission Minutes – April 5, 2017
12. Parks and Recreation Commission Minutes – April 13, 2017
13. Planning and Zoning Commission Minutes – May 16, 2017
Englewood Economic Development: Focusing on Small- to Medium-Size Businesses

In 2017, Englewood reinvented its economic development program to focus on supporting the success of small businesses, which has been a benchmark of the community for decades as well as entrepreneurs who are attracted to Englewood’s central location, access to transit and affordability.

Over 95% of Englewood’s businesses have 50 or fewer employees. Englewood has several very large employers in industry and healthcare that are vital to the stability of the local economy, but they represent about 1% of the total number of businesses in Englewood. Growing and attracting small to medium sized businesses is the “sweet spot” that defines Englewood’s newly minted economic development program.

Recasting the Program

In the fall of 2016, the Englewood City Council unanimously approved a new economic development program focused on providing businesses the best chance for success and longevity in Englewood. The program focuses on small businesses with targeted resources and initiatives to foster start-up and business expansions. The $150,000 budget for the program remains at previous funding levels but the program has been reconfigured to offer a wider variety of services to existing and potential businesses and employers.

The new program consists of specific, varied and measurable programs geared toward giving businesses a leg up while investing in job growth and support for entrepreneurs. The 11 economic development initiatives focus on supporting entrepreneurs from the startup stage; training for businesses at key phases of their lifecycle; providing tax credits for a variety of business investments; and offering commercial and industrial site selection for prospective tenants and developers.

Three key elements of the program include:

- **Primary Employer Incentives.** Offers rebates of use taxes or permit fees associated with the build-out of space to accommodate primary employers. A primary employer is one that derives most of its income from beyond Englewood, thereby bringing in new dollars to circulate within the local economy.

- **Business Initiation Grant (BIG).** Enables start-up businesses to receive support at the most critical time for the business. Maximum grant awards of $2,500 are provided to a business following the completion of a business training program offered by one of Englewood’s partner economic development agencies.

- **Business Acceleration Grant (BAG).** Enables businesses established in Englewood for a minimum of two years to receive grant funding to expand or improve their operations. A maximum grant of $5,000 may be awarded following a review of a proposed business plan that will forecast the impact of expansion or improvement efforts.

Programs Need Strong Strategic Partnerships

Englewood has a partnership with the Aurora South Metro Small Business Development Center (SBDC) to provide business training programs and individual business consulting in Englewood for Englewood businesses. As a measure of the excitement for the new partnership, the SBDC chose to offer its signature Leading Edge program for small business planning at the Englewood Civic Center in 2016 and the program returned in 2017. Englewood will also enter into new programming concepts with the U.S. Small Business Administration and existing partnerships with the Greater Englewood Chamber of Commerce and Arapahoe/Douglas Works will continue.

Outcomes/Outlook

Englewood’s new economic development program promises to be high touch and high impact by connecting with a greater number of businesses and assisting more businesses at key phases of their development, from start-up to expansion. Early participation in the program has been strong, and is outpacing the level of interest generated during the previous retail-centric strategy.
Englewood Campus to host STEM conference

This location was chosen for a third time thanks to its “groundbreaking work”

By Julie McMorris
YourHub Contributor

More than 100 educators from around the country will gather at the Englewood Campus (home to Englewood High School and Englewood Middle School) June 19-23 to discover advanced techniques in K-12 STEM education. Each year, Creative Learning Systems hosts the Advanced Facilitators Development Conference to provide STEM educators the opportunity to learn about the latest techniques and strategies in STEM education. This year the conference will take place at The Englewood Campus.

Matt Dickstein, CEO of Creative Learning Systems, explained that Englewood was chosen again for this year’s conference because of its groundbreaking work in STEM education. “Englewood has become a national model for STEM education and we are proud to be a key partner in this effort.”

As a cornerstone of the district’s STEM initiatives, Englewood schools and Creative Learning Systems partnered to implement SmartLab STEM programs at Englewood Middle School, Englewood High School, Colorado’s Finest High School of Choice and Cherelyn Elementary. This fall, thanks to a grant from the Gill Foundation, SmartLab programs will also commence at Clayton Elementary and William E. Bishop Elementary. With the launch of these two new programs, Englewood schools will be among the few districts in the country to offer students a fully-articulated K-12 STEM lab experience.

“Englewood is honored to host the AFDC again this year,” said Englewood schools’ STEM coordinator Bill Gilmore. “We are extremely proud of our STEM programs and facilities, and look forward to sharing them with educators from all over the world.”

Julie McMorris is the district communications coordinator for Englewood Schools.
Southwest Plaza Farmers' Market
Saturday It's that time of the week. Find all your favorites at the Southwest Plaza Farmers' Market. Get your fill of fresh flowers, produce and handcrafted from 8 a.m.-2 p.m. at the Southwest Plaza, 8501 W Bowles Ave., Littleton.

Today

**Continuum.** The Curtis Center for the Arts, 2349 E Orchard Rd., Greenwood Village, presents this group exhibition from 8:30 a.m.-4:30 p.m. The exhibition features fresh artwork from 13 Denver artists.

**Hairspray.** Littleton's Town Hall Arts Center, 2450 W. Main Street, presents this classic production, rooted in 1960s Baltimore at 7:30 p.m. Get tickets at bit.ly/2hgsM2r.

**Frid...**

Friday9

Festival of Quilts XIV First Plymouth Congregational Church, 3501 S. Colorado Blvd., Englewood, displays more than 100 quilts made by members of Arapahoe County Quilters, from 9 a.m.-4 p.m.

Saturday10

Littleton Main Street Block Party. Downtown Littleton Party goers will enjoy live music, fireworks, food and more from 6-11 p.m. in Downtown Littleton.

Parking Lot Garage Sale. More than 40 vendors selling their antiques, furniture, clothing and other items from 8 a.m.-12 p.m. at the Malley Recreation Center, 3380 S. Lincoln St., Englewood.

Sunday11


Monday12

Outdoor Musical Instrument Playground Grand Open...
WHERE DO YOU STAND?

Accessory Dwelling Units

In response to a tight and expensive housing market, ADUs are making a slow comeback.

The City would like to hear your feedback on how to regulate ADUs, if they should be permitted in the City, and where it would be acceptable.

TUESDAY
JUNE 13
5:30–8:30PM

CITY CIVIC CENTER
2nd Floor Community Room
1000 Englewood Parkway
Englewood, CO 80110
June 9, 2017

RE: Planned Unit Development
1050 & 1090 W Hampden Ave. (former Sports Authority site)
Englewood, Colorado 80110

Dear Neighbor:

Ogilvie Properties is pleased to invite you to a neighborhood meeting to describe our plan to re-develop the above referenced property. Ogilvie’s proposed development involves converting the vacant Sports Authority buildings and associated properties into a new and vibrant mixed use development including a new apartment building, climbing gym, office and storage space.

Our re-development of this property will require re-zoning to a Planned Unit Development (“PUD”) by the City of Englewood. An important part of the PUD process is to hold this neighborhood meeting to present our plans and receive input, answer questions or concerns, and listen to any comments that you may have.

The date and location of the meeting are as follows:

Date: Thursday June 22, 2017
Time: 6:30 p.m. to 7:30
Location: Malley Senior Recreation Center
3380 South Lincoln Street
Englewood, CO 80113

Representatives from the City of Englewood Community Development Department will also be attending the meeting. These representatives will be available to answer questions regarding the City’s PUD process. Attached you will find a fact sheet on frequently asked questions about a PUD, along with a vicinity map and site plan.

If you have questions or comments regarding the proposed project, please contact
Don Ryan at Norris Design, 303.892.1166, dryan@norris-design.com

If you have questions or comments regarding the City of Englewood process, please contact
Audra Kirk, 303.762.2345, AKirk@Englewoodco.gov

Sincerely,

Norris Design

Don Ryan
Senior Associate
TO: Mayor Jefferson and Members of City Council
THRU: Eric Keck, City Manager
FROM: Brad Power, Community Development Department Director
DATE: June 6, 2017
SUBJECT: Invitation to Urban Land Institute Seminar

As part of the City of Englewood’s grant to complete the upcoming Building Healthy Corridors initiative in association with the Urban Land Institute (ULI), the ULI Colorado District Council has extended an invitation to Englewood City Council members to attend an upcoming afternoon seminar on the revitalization of inner-ring suburbs.

The attached flyer includes additional information. The session will take place in Lakewood on Thursday, June 15 from 4:00 p.m. to 7:00 p.m. at Lamar Station Plaza, 6759 West Colfax Ave.

If you are interested in attending, please RSVP to colorado@uli.org and the ULI Colorado District Council will offer you a complimentary registration.
Today’s inner-ring suburbs are shifting from auto-centric bedroom communities to places that complement tastes for urban living, transit, and walkable convenience. Come learn about projects that exemplify these ULI best practices.

Hear a keynote from keynote Stockton Williams, executive director of the ULI Terwilliger Center for Housing for an overview of national and local trends. Then developers and city officials will discuss how they work together to make it happen.

**Agenda:**
4 - 4:20pm: Registration and Networking
4:20 - 4:40pm: Keynote: Stockton Williams, Executive Director, ULI Terwilliger Center for Housing
4:40 – 4:55pm: Demographic overview: Andrew Knudtsen, Managing Principal, Economic and Planning Systems
5:00 – 6:00pm: Local presentations

5:00 – 5:10pm **Aurora:**
**George Thorn**, President, Mile High Development
*Discussing The Point at Regatta Plaza, a collaboration between Mile High Development and Koelbel & Co.*

**Heather Lamboy**, Planning Supervisor, City of Aurora
*Discussing Aurora planning policies*

5:10 – 5:20pm **Arvada:**
**David Smith**, Vice President, Trammell Crow Company
*Discussing TOD Development in Arvada*
Maureen Phair, Executive Director, Arvada Urban Renewal Authority  
**Discussing Olde Town Arvada’s emergence as a Transit Oriented Development (TOD)**

5:20 – 5:30pm **Lakewood:**  
**Doug Elenowitz,** Principal, Trailbreak Partners  
**Discussing 10th and Sheridan housing project on the W Line, West Line Village**  
**Bill Marino,** Executive Director, Lakewood-West Colfax Business Improvement District  
**Discussing public-private partnerships in Lakewood**

5:30 – 6pm: Local panel discussion  
6 – 7 pm: Networking and Drinks at West Line Flats, 6500 W 13th Ave, Lakewood  
(10 minute walk from Lamar Station Plaza)

Join us after the program for a networking reception at **West Line Flats**, the first market rate project to receive the Certified Healthy recognition, co-developed by Momentum Development and Inland National Development Corporation.

Thank you to our sponsors!
Energy Efficient Englewood Kick-Off Event June 29
Celebrate the Kick-Off at Summer Concert Series
Post Date: 06/07/2017 1:44 PM

E3, Energy Efficient Englewood, is the City's plan for saving energy in municipal facilities, homes and businesses.

Celebrate [E3's kick-off event](http://www.englewoodgov.org) at the June 29 Sounds of Summer Concert - The Delta Sonics at 6:30 p.m. at the Engelwood Civic Center Amphitheater, 1000 Englewood Parkway.

[www.englewoodgov.org](http://www.englewoodgov.org)
[www.facebook.com/CityofEnglewoodCO](http://www.facebook.com/CityofEnglewoodCO)

Having trouble viewing this email? [View on the website instead](http://www.englewoodgov.org).

[Change your eNotification preference](http://www.englewoodgov.org).

[Unsubscribe from all City of Englewood, CO eNotifications](http://www.englewoodgov.org).
Petitioning Mayor Joe Jefferson and Englewood City Council and 1 other

Mayor Joe Jefferson and Englewood City Council

Englewood City Council

Commit Englewood to the Paris Agreement

Donald Trump just withdrew the US from the Paris Climate Agreement, the unprecedented worldwide agreement where 195 of 197 countries in the world committed to lowering their greenhouse gas emissions 26-28% below 2005 levels by the year 2025.

Despite Trump's lack of leadership to combat climate change, 9 US states and 187 Mayors nationwide have already committed to meeting the standards of the Paris Agreement on their own. Denver, Lakewood, Longmont, Aspen and Boulder have all committed to meeting the standards of the Paris Agreement.

Mayor Joe Jefferson and the Englewood City Council should join these 187+ Mayors and commit to lowering Englewood's carbon emissions by 30% below 2005 levels by 2025. Let's make Englewood a leader in clean energy and the jobs that come with it.

We will be holding local gatherings to support this effort so please sign and get involved! Please also contact your council members!
COMMUNITY DEVELOPMENT

DEVELOPMENT PROJECTS

Broadway + Acoma Lofts | 3401 South Broadway
Project: 110 residential units; 11,000 square feet retail/commercial space; covered and surface parking
  o Interior framing work continues.

The Foundry | 501 West Bates Avenue
Project: 70-unit, income qualifying residential complex
  o Grand opening was held on May 16, 2017.
  o Mural is complete.
Quincy Lane | 1210 West Quincy Circle
Project: Seven single-family homes
  - Project completed. An open house was held on May 16, 2017.
  - Three houses are under contract.

Traditions | 3500 South Sherman
Project: 180 units of senior, affordable housing
  - Grand opening held on May 23, 2017.
1100 East Girard Avenue  
Project: 31 for-sale condominiums  
  o Framing continues.  
  o Project changed from apartment rentals to a for-sale product.

Iron Works Village | 601 West Bates Avenue  
Project: 60 townhomes, condominiums, and single-family, for-sale units  
  o Grading and site work continue.  
  o Groundbreaking on the first residential unit is anticipated in 90 days, pending permit submittal.  
  o An Intergovernmental Agreement between the City and Iron Works Village Metropolitan District passed on first reading at the June 5, 2017 City Council meeting.
William’s Jewelers | 5095 South Broadway
Project: New retail building for jewelry store
  o Foundation work is ongoing.
  o Framing work has begun.

1090 West Hampden Avenue
Project: 650 units of indoor self-storage
  o Interior demolition has begun.

1050 West Hampden Avenue
Project: 52,000-square-foot climbing and fitness facility
  o Earth Treks Climbing and Fitness has leased the space and will be the largest indoor climbing facility in the country.

3555 South Clarkson Street
Project: 6-story assisted living and memory care facility
  o A foundation permit is currently under review.

3325 South Santa Fe Drive
  o New owners are proposing an indoor self-storage facility.
  o Demolition of the former London Motel is anticipated early July.
70 West Layton Avenue
Project: Seven for-lease townhome units
  - Framing and drywall is complete.

Hilltop Flats | 3800 South Broadway
Project: First floor retail; 2 story residential; comprising 9 apartment units
  - A Development Review Team meeting was held on May 9, 2017.
  - The developer is seeking a restaurant for the 2,800 s.f. retail/restaurant space.
600 West Bates Avenue
Project: Artist Studio
- Building permit under review.

Boards and Commissions

Alliance for Commerce in Englewood
- At the May 3, 2017 meeting the Alliance for Commerce discussed the following:
  - An update from Englewood Police Department, Community Relations Specialist regarding volunteer opportunities and area crime statistics.
  - 4300 block of Broadway business impacts.
  - 3400 block of Broadway public improvements.
  - Final Friday activities in Englewood.

Board of Adjustment of Appeals
- On May 10, 2017, the Board granted a variance in the M-1 and M-2 zone districts to eliminate the required leasable, ground floor commercial space by a reduction of the minimum depth of 20’ to 0’ and a reduction of the minimum 75 percent building width to zero percent.

Keep Englewood Beautiful
- A clean-up event is scheduled for June 24, 2017 at Belleview Park.
- Waste Management clean-up coupons are now available. Residents may pick up a free $25 coupon at the Community Development Department, Monday-Friday, between 8am-5pm; first-come, first-served. Coupons are worth $25 off regular fees at the Waste Management transfer station. One coupon per household.

Planning & Zoning Commission
- Accessory Dwelling Units: A Community Open House is scheduled for Tuesday, June 13, 2017 in the Community Room, 5:30 pm-8:30 pm for the public to learn about Accessory Dwelling Units and provide feedback on proposed regulations.
- Short-Term Rentals: A study session was held on May 16 to discuss short-term rentals and regulation methods.
- Community Development staff held a study session with the Planning and Zoning Commission regarding updated indicator data and potential recommended strategies and related work program items on May 16. Results and recommendations will be presented to City Council at a future study session.

Code Amendments
- On May 15, City Council adopted the Sign Code Amendments which become effective on June 17, 2017.
- Building Code Amendments were presented at the June 5, 2017 City Council Study Session.

Special Projects
- Healthy Corridors: Englewood (and the South Broadway corridor) was selected by the Urban Land Institute (ULI) for assessment as part of their national Healthy Corridors Initiative.
BUSINESS NEWS

Business Workshops and Training

Englewood partners with the Aurora-South Metro Small Business Development Center to provide training and one-on-one consulting. To register for training or consulting, please call 303.326.8686

- Year-to-date participation in workshops, training and one-on-one consulting:
  - **Business Plan Basics**
    - February 16, 2017: 24
    - May 18, 2017: 26
  - **Englewood Business Resource Kickoff**
    - February 23, 2017: 40
  - **Leading Edge Business Plan in a Day**
    - April 7, 2017: 4
  - **One-on-One Consulting**
    - March 9, 2017: 1
    - April 20, 2017: 7
    - May 18, 2017: 3
  - **SBA Emerging Leaders**
    - 28 total, 2 Englewood business owners
  - **SBA Surety Bond Guarantee Program**
    - May 18, 2017: 30

Business Events

- **2017 Job Fair, May 18, 2017**: 78 job seekers participated in the event and 29 employers were represented.
Economic Development Grants

- **Small Business Training Scholarship**
  Holistic Pathways: $45 scholarship provided to attend training on business plan development through the Aurora South Metro Small Business Development Corporation.

- **Business Initiation Grant**
  Student Society: $2,500 startup assistance provided to construct student study cubicles assist with marketing.

- **Business Acceleration Grant**
  Holistic Pathways: $5,000 grant provided to fund the expansion of business operations through increased wholesale opportunities.

Other Business

- 2749 South Broadway: Under contract for a hair salon and barbershop.
- 3483 South Broadway: Sold to a buyer that intends to open a restaurant. Additional retail and office lease space is still available.
- **Black Cabin Rocky Mountain Printing Press** is relocating from Georgetown, Colorado to 16 East Girard Avenue. This relocation provides new opportunities for Black Cabin, and the owner is anticipating a significant revenue increase as a result of its new Englewood location.
- **Opera Colorado** is relocating its administrative offices to 4121 South Navajo, the Oxford Station TOD site. Opera Colorado will bring approximately 15 new jobs to Englewood.
- 4700 South Broadway: **The Used Tire Store** is now open.
- 3437 South Broadway: **Scented Studio** is now open.
- 301 Englewood Parkway: **DartMania** is scheduled to open Summer 2017.

*3457 South Broadway: Mural on north wall of Zomo painted by Englewood High School students. Sponsored by Museum of Outdoor Arts in partnership with Artists Dread and Reverie Ink*
On May 12, 2017, seven contractors attended a breakfast meeting. Staff received good feedback on how the Building Division is providing services; how it compares to other communities; and obtained ideas on how to improve services. The Building Division plans to hold these meetings periodically.
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City of Englewood, Colorado
Building Division Monthly Report - May 2017

Permits Issued To Date
City of Englewood, Colorado
Monthly Report - May 2017

Valuation

- May, 2017 Year To Date
- May, 2016 Year To Date
- May, 2015 Year To Date
- May, 2014 Year To Date

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<td>Transportation Advisory Committee</td>
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<td>City Council Study Session</td>
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<td>Public Library Board</td>
<td>Library Board Room</td>
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<td>Wed., June 14</td>
<td>5:30 p.m.</td>
<td>Board &amp; Commission Interview</td>
<td>City Council Conf-Rm</td>
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<td>7:00 p.m.</td>
<td>Board of Adjustment and Appeals</td>
<td>Council Chambers</td>
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<td>6:30 p.m.</td>
<td>Englewood Urban Renewal Authority</td>
<td>Council Conference Room</td>
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<tr>
<td>Mon., June 19</td>
<td>5:30 p.m.</td>
<td>City Council Study Session</td>
<td>Community Room</td>
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<td>7:00 p.m.</td>
<td>City Council Regular Meeting</td>
<td>Council Chambers</td>
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<tr>
<td>Tues., June 20</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission Public Hearing</td>
<td>Council Chambers</td>
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<tr>
<td>Wed., June 21</td>
<td>Telephone Poll</td>
<td>Liquor, Medical and Retail Marijuana Licensing Authority, Council Chambers</td>
<td>Council Chambers</td>
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<tr>
<td>Tue., June 22</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning Commission, City Council Conference Room</td>
<td>Council Chambers</td>
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<tr>
<td>Mon., June 26</td>
<td>5:30 p.m.</td>
<td>City Council Study Session</td>
<td>Community Room</td>
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<td>Mon., July 3</td>
<td>7:00 p.m.</td>
<td>City Council Regular Meeting</td>
<td>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), City Council Conference Room</td>
<td>City Council Conference Room</td>
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<td>5:45 p.m.</td>
<td>Cultural Arts Commission, Englewood Public Library, Altenbach Room</td>
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<td>7:00 p.m.</td>
<td>Planning and Zoning Commission, City Council Conference Room</td>
<td>Council Chambers</td>
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<tr>
<td>Mon., July 10</td>
<td>5:30 p.m.</td>
<td>City Council Study Session</td>
<td>Community Room</td>
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<tr>
<td>Tues., July 11</td>
<td>6:30 p.m.</td>
<td>Keep Englewood Beautiful</td>
<td>City Council Conf. Rm.</td>
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<td>7:00 p.m.</td>
<td>Public Library Board</td>
<td>Library Board Room</td>
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<tr>
<td>Wed., July 12</td>
<td>7:00 p.m.</td>
<td>Board of Adjustments and Appeals</td>
<td>Council Chambers</td>
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<td>6:30 p.m.</td>
<td>Englewood Urban Renewal Authority</td>
<td>City Council Conference Room</td>
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Thurs., July 13  5:30 p.m.  Parks and Recreation Commission, Miller Field, 3600 S. Elati St.
Mon., July 17  7:00 p.m.  City Council Regular Meeting, Council Chambers
Tue., July 18  7:00 p.m.  Planning and Zoning Commission, City Council Conference Room/Council Chambers
Mon., July 24  5:30 p.m.  City Council Study Session, Community Room
Wed., Aug. 2  11:30 a.m.  Alliance for Commerce in Englewood (ACE), City Council Conference Room
5:45 p.m.  Cultural Arts Commission, City Council Conference Room
Mon., Aug. 7  2:00 p.m.  Malley Center Trust Fund, Malley Recreation Center
7:00 p.m.  City Council Regular Meeting, Council Chambers
Tues., Aug. 8  3:30 p.m.  NonEmergency Employees Retirement Board, Public Works Conference Room
6:30 p.m.  Keep Englewood Beautiful, City Council Conf. Rm.
7:00 p.m.  Planning and Zoning Commission, City Council Conference Room/Council Chambers
7:00 p.m.  Public Library Board, Library Board Room
Wed., Aug. 9  7:00 p.m.  Board of Adjustment and Appeals, Council Chambers
6:30 p.m.  Englewood Urban Renewal Authority, Council Conference Room
Thur., Aug. 10  2:30 p.m.  Police Officers Pension Board, Public Works Conference Room
3:30 p.m.  Firefighters Pension Board, Public Works Conference Room
5:30 p.m.  Parks and Recreation Commission, Jason Park, 4299 S. Jason St.
Mon., Aug. 14  5:30 p.m.  City Council Study Session, Community Room
Mon., Aug. 21  7:00 p.m.  City Council Regular Meeting, Council Chambers
Tue., Aug. 22  7:00 p.m.  Planning and Zoning Commission, City Council Conference Room/Council Chambers
Mon., Aug. 28  5:30 p.m.  City Council Study Session, Community Room
Tues., Sept. 5  7:00 p.m.  City Council Regular Meeting, Council Chambers
Wed., Sept. 6  11:30 a.m.  Alliance for Commerce in Englewood, City Council Conference Room
5:45 p.m.  Cultural Arts Commission, Englewood Public Library, Perrin Room
7:00 p.m.  Planning and Zoning Commission, City Council Conference Room/Council Chambers
Mon., Sept. 11  5:30 p.m.  City Council Study Session, Community Room
TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL

Jun 12  Study Session
   Cultural Arts Commission Board Update
   Police Building Status Update
   Budgeting for Community Goals Review (PW, CD, Communication)
   Police Staffing Plan Discussion
   Building Use Tax Discussion

Jun 19  Study Session
   Broadway Improvement: Design Elements
   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 Meeting (Materials due 18 Jul. 17)
Aug 14  Study Session
   EMRF Dissolution
   CHFA Presentation
   AirBnB/Short Term Rental Housing Discussion
   RTD Parking Matter
   Budgeting for Community Goals Review

Aug 17  Littleton-Englewood Wastewater Treatment Plant Joint Council Meeting

Aug 21  Study Session
   Immigration Policy Discussion

Aug 21  Regular Meeting (Materials due 30 Jul. 17)

Aug 28  Study Session
   Budgeting for Community Goals Review
   Monthly Financial Review

Sept 5  Regular Meeting

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
Cultural Arts Commission Meeting
Wednesday, April 5, 2017
1000 Englewood Pkwy – City Council Conf. Rm. 5:45 PM

PRESENT:
Thomas Kruk
Leabeth Pohl
David Carroll
Dana Foulks
Kristen Skelton
Cheryl Wink
Rebecca Laurie-Betancourt, arrived at 5:56pm

ABSENT:
Sam Hakim
Daniel Black
Amy Martinez, City Council Liaison

STAFF PRESENT:
Dorothy Hargrove, Director of Parks, Recreation and Library
Jon Solomon, Library Manager (arrived at 6:04pm)

1. Call to Order
   a. The meeting was called to order at 5:49pm.

2. Roll Call

3. Approval of Minutes
   a. Minutes of March 1, 2017

   Moved by Member Cheryl Wink
   Seconded by Member Dana Foulks

   TO APPROVE THE MINUTES OF MARCH 1, 2017 AS WRITTEN.

Motion MOTION CARRIED.

4. Review of Agenda

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

6. Unscheduled Public Comment (presentation limited to 5 minutes)

7. New Business
a. **Strategic Plan Update**

Discussion turned to the March 14th Strategic Plan Subcommittee meeting. Subcommittee members talked about brainstormed ideas that came from the meeting. A subcommittee of Skelton, Wink, Pohl and Kruk will meet on April 18th to develop a checklist for methodology criteria to narrow down the list.

Hargrove spoke to the Commission about City Council's initiative to improve the 3400 block of South Broadway and Council's proposal to allocate the entire arts capital budget balance for this project. Discussion followed.

8. **Old Business**

9. **Committee Reports**
   a. **MOA/COE Large Mural Project**

   A meeting is scheduled for April 29th to look over the plans.

10. **Upcoming Events**
    a. • Phamaly’s production of James and the Giant Peach on April 30th at 2pm in Hampden Hall
    • Englewood Schools Student Art Show in the Englewood Public Library
    • The Museum of Outdoor Arts' Darryl Pottorf exhibit

11. **Staff's Choice**
    a. Solomon showed commission members the new Englewood Public Library card.

12. **Commissioner's Choice**
    a. Kruk and Hargrove talked about the March 27th City Council meeting and Council's discussion on the City's Board and Commission policy.

13. **Adjournment**
    a. The meeting was adjourned at 7:23pm.
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 Belleview 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.
COMMISSIONERS PRESENT:  Cate Townley  
Daryl Kinton  
Merc Pittinos  
John Brick  
Patrick Madrid  
Michele Austin  
Jeremy Letkomiller, Alternate  

COMMISSIONERS ABSENT:  Mike Freemire  
Ron Fish  
Randall Coleman  

STAFF PRESENT:  Harold Stitt, Senior Planner  
John Voboril, Planner II  

1. Call to Order  

2. Approval of Minutes  
   a. March 21, 2017  
   
   Moved by Member John Brick  
   Seconded by Member Cate Townley  

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<td>Cate Townley (Seconded By)</td>
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<td>Daryl Kinton</td>
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<td>Merc Pittinos</td>
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<td>John Brick (Moved By)</td>
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<td>Patrick Madrid</td>
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<td>Michele Austin</td>
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<td>Jeremy Letkomiller, Alternate</td>
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   Motion CARRIED.
3. Short Term Rentals 2017-03

a. Harold Stitt, Senior Planner

Mr. Stitt reviewed the information he supplied to the Commission regarding Denver's short-term rental regulations. City Council received a presentation on short-term rentals last year at their request. Mr. Stitt stated that the zoning portion of short-term rentals is not complicated as it could be included in the Unified Development Code as a permitted use. The majority of the administration would be the responsibility of the licensing function.

Short-term rentals are permitted in most zone districts in Denver with regulations. Homeowners providing short-term rentals must pay the lodging tax of 10.75% as well as an occupational privilege (head) tax. Englewood's lodging tax is currently 2% and Englewood does not have an occupational privilege tax.

Mr. Brick expressed concerns about transients and density in the neighborhoods with short-term rentals. Ms. Austin expressed concern about the lack of hotel accommodations in the area for families of patients at Swedish and Craig Hospitals. Mr. Madrid said he didn't believe transients in the neighborhoods would be an issue as the rentals are not inexpensive. Ms. Austin shared her experience using Air BnB in Europe last spring and stated that it was a positive experience. Mr. Madrid asked if City Council had specific zone districts in mind; Mr. Stitt said that Denver allows short-term rentals in all residential districts.

The owner occupancy provision of Denver's regulation would preclude apartments from being rented as short-term rentals. Denver also allows only one contract at a time per address with exceptions for bed and breakfast establishments. Mr. Madrid asked about parking and compared parking accommodations to the preliminary standards for accessory dwelling units. Ms. Townley asked about enforcement; Mr. Stitt replied that his assumption is that Denver will eventually enforce the licensing requirement.

Mr. Pittinos suggest that Council may have to consider increasing the lodging tax to cover the expense of administering the licenses. Mr. Stitt informed the Commission of a company that supplies a program that will essentially create the code, licensing rules and enforcement procedures that may be useful if and when the Commission chooses to proceed with the regulations.
Mr. Stitt stated that staff will present additional information for the Commission in the near future. The Commissioners agreed that is a good idea to get in front of the topic and be proactive as there are many short-term rentals already in existence.

4. Englewood Forward Strategies 2017-04
   a. John Voboril, Planner II

Mr. Voboril reviewed the information he provided with the meeting packet. The Comprehensive Plan implementation begins with updating the indicators used to create the plan. Mr. Voboril reviewed the changes in the indicators since 2014.

Housing data was collected from various sources and Mr. Voboril also utilized the Arapahoe County data available for the updated housing information. Projections for population growth include information from birth rates during the great recession and the age at which the millennial generation will start families. The current population is just over 33,000 and there are approximately 15,000 households. Ms. Townley asked about the impact of a higher population on City finances. Mr. Voboril participates on an employee committee that is examining income and expense projections. It has been predicted that the City will face financial shortfalls in the year 2020. The decline in sales tax revenue is most likely due to the general increase in online sales.

The Walk and Wheel Master Plan is in the design process for Dartmouth and Oxford Avenues. A concept is also under consideration for Floyd Avenue. The Historic Preservation Commission has been established. The Urban Land Institute Healthy Corridors Project will begin at the end of the year. The project will examine Broadway from Yale to Quincy and result in recommendations for improvements. The emphasis will be on how to engage the community in the corridor.

Discussion regarding housing included Mr. Voboril suggesting that an analysis of Englewood's housing would be helpful to determine the needs of the community. Mr. Voboril also presented other recommended strategies, including the Light Rail Corridor, Industrial Small Area Plan, an Art, Signage and Wayfinding plan, initial exploration of a Downtown Development Authority and the Brookridge Capital Improvements Needs Identification and Cost Estimate Study. Mr. Voboril polled the Commissioners to determine each Commissioner's priorities for Comprehensive Plan implementation.

Brick - Housing,
Austin - Housing, Medical district, Retail
Pittinos - Civic Center to Broadway, Parks and recreation
Townley - Housing, Wayfinding, City Center
DRCOG Land Use Scenarios
Daylighting Little Dry Creek
Kinton - Housing, Changing zoning in specific areas
Madrid - Civic Center to Broadway, Medical district, Retail growth

5. Public Forum
   a. Paul Skizinski, Englewood resident, addressed the Commission regarding accessory dwelling units. He has a great interest in historical preservation and is active in the community. The Englewood Historic Preservation Society will have a permanent office in the library.

   Jane Daniels, Englewood resident, spoke to the Commission regarding her interest in historic preservation.

6. Staff's Choice
   a. There will be a community meeting/workshop on June 13th from 5:30-8:30 at the Civic Center Community Room regarding accessory dwelling units. The Commissioners are encouraged to attend to help answer questions and will be supplied with materials to prepare for the workshop. The Commissioners requested information on the proposed accessory dwelling unit code prior to the meeting.

   The City is hosting a job fair on May 18th from 2:30-5:00 p.m.

7. Attorney's Choice
   a. Deputy City Attorney Comer informed the Commissioners that the new City Attorney, Allison McKenney Brown, started on April 3rd. He did not have any further comments for the Commission.

8. Commissioner's Choice
   a. Mr. Brick thanked staff for the information and updates. He encouraged Ms. Daniels to become involved in a board or commission. Mr. Letkomiller stated that he appreciated the information from staff. Ms. Austin asked how information can be obtained about particular properties, Mr. Stitt informed her that residents can call Community Development for information. Ms. Townley commented on the access to the new Rite Aid. Mr. Kinton asked about the meeting of the 3400 South Broadway businesses which was an informational meeting for those affected by the construction of the planned improvements. Mr. Stitt recapped the highlights of the meeting. Ms. Townley commented that
perhaps there needs to be an educational piece in the Citizen regarding pedestrian and bicycle safety. Mr. Madrid commented that the improvement plan looks good, thanked staff for the updates and information.

9. Adjournment 9:11 p.m.

/S/ Julie Bailey, Recording Secretary