Accomplishments by Department

- **City Manager’s Office**
  - Facilitated 2020 departmental budget requests and prioritized in accordance with Council objectives
  - Negotiated and facilitated approval of a three-year contract with Englewood Employee Association
  - Oversaw recruitment of new City Manager and Communications Manager
  - Negotiated and facilitated approval of an Intergovernmental Agreement with Arapahoe County for turnkey emergency management services in Englewood
  - Established Grub Club lunch meetings between staff and City Manager’s Office (November start)

- **City Clerk’s Office**
  - 2019 Municipal Election, Coordinated with Arapahoe County
  - Completed 2019 City Council Redistricting
  - Updated CORA policy and forms. Processed over 290 requests
  - Microfilmed permanent records for years 2013 – 2018
  - Converted permanent records to digital format for 2013 - 2016
  - Facilitated conversion to YouTube for streaming of Council meetings in collaboration with IT
  - Implemented new retail marijuana, art gallery, and liquor tasting permit applications and procedures
  - Updated the Englewood Municipal Code regarding new liquor and marijuana legislation

- **Communications**
  - Launched Moments in Englewood History videos for #tbt
  - Published 4 issues of the Englewood Citizen magazine
  - Reorganized the department and identified efficiencies
  - Block Party attendance was 7,500 attendees
  - Created an improved Tree Lighting event

- **Community Development**
  - Planning:
    - Council Adopted Accessory Dwelling Units (ADU) Ordinance
Major Commercial Development Approvals: The Hive and Synergy Medical Office
Created and Completed the Inaugural Citizen Planning School
Planning and Redevelopment Staff Secured a $200,000 Grant for 2020 Englewood Light Rail Corridor and Urban Center Next Steps Study

- Building:
  - Implemented Fee Rebates to Encourage Replacement of Egress Windows
  - With IT, Completed Competitive Bid Process to Secure Provider for Online Building Services (Implementation in 2020)

- Home Improvement Assistance:
  - Provided Energy Efficiency Improvements for Approximately 12 Homeowners
  - Created the Home Repair and Improvement Program for Implementation in 2020

- Economic Development:
  - Renewed a 3-Year Partnership with the Aurora-South Metro Small Business Development Center
  - Facilitated the Planned Relocation of Two Primary Employers to the South Broadway Corridor
  - Hosted Business Events, Including the Business Expo, Englewood Creates, Job Fair and Manufacturer’s Edge

- Redevelopment:
  - Implemented a RFQ and RFP to Solicit Developer Interest in the Redevelopment of CityCenter
  - Initiated an Effort to Explore the Formation of an Englewood Downtown Development Authority
  - Continued the Implementation of the Goals of the Council-Endorsed Redevelopment Action Plan

- Municipal Courts
  - A new case management system was selected that will provide functionality for the court, prosecution, probation, and victim advocate. This new CMS will allow for enhanced services externally to the public, internally, cross-departmental and with external state agencies. A team of individuals from various city departments have begun the processes required for ultimate implementation in 2020.
  - In late 2018, Englewood Municipal Court was awarded a grant that partially reimburses costs for in-custody court appointed counsel. The first 4 payments into 2019 have resulted in over $17,000 being returned to the general fund.
  - Rehabilitative and restorative justice programs have been implemented and enhanced. These include partnerships with mental health organizations, non-profit organizations, and the school district. The focus of all of these programs is to provide resource services and opportunities for individuals to make better lifestyle choices and provide meaningful community service opportunities.
Justice reform is a national trend that Englewood has embraced through reduced or no cash bond requirements for certain minor offenses, legislatively mandated release of prisoners for these same offense types, and warrant reductions through collection usage.

- Improved efficiency through internal warrant procedures and restructuring of departmental positions.

**Finance and Administrative Services**

- Passed the following City Ordinances:
  - 2020 balanced budget in October 2019
  - Procurement Policy in May 2019 (revising procedural documents)
  - CML Standard Definitions in March 2019
    - Provides clarity and simplification for taxpayers operating in multiple jurisdictions
    - Brings City taxable items definitions up to date
  - Universal Business Licensing in September 2019

- Delivered clean financial audit – 2018 CAFR and supporting policies and procedures
- Implemented Workiva software to streamline Budget and CAFR document preparation
- Engaged City Staff and City Council on bond issuance revenue requirements for storm water, sanitary sewer and water critical projects, maintenance and operations and capital reserve needs
- Supporting implementation of new credit card merchant process for Central Cashiering, Sales & Use Tax, Municipal Court, Library and Community Development

**Human Resources**

- Negotiated the Englewood Employee Association Collective Bargaining Agreement that spans an unprecedented 3-year duration.
- Implemented a Healthcare benefits package that provides a significant savings to the city, offers a free medical and dental option for employees, and provides budgetary stability through 2022
- Implemented a new, employee-led training program to build leadership strength throughout the organization

**Information Technology**

- Network Infrastructure Redesign
- Police Building Technology Design and Relocation
- Print Management (upgraded copiers and reduced desktop printers)
- Domain Redesign
- Online Security Training
- Computer Deployments
- Cyber Security Infrastructure improvements
- Records Management System (Police)
- IAPro and Blue Team (Police professional standards system)
- CaseCracker (Police Interview and interrogation system)
- SmartForce (Police e-Briefing and Communication)
- Content Management System
- DataMart

- Police Department
  - New Police Headquarters -- Successfully transitioned into our new, state of the art, Police Department facility. This was a major undertaking and included everyone in the department.
  - R.M.S. -- Members of the police and I.T. departments have worked during 2019 finalizing a new records management system. The system is set to go live in February of 2020. The new RMS will eliminate duplicate data entry and create a more efficient system that provides more accurate data to be evaluated by crime analysis. It also seamlessly integrates with our Computer Aided Dispatch system. Both systems are part of a County-wide cooperative project. All law enforcement agencies in Arapahoe County will have the same RMS/CAD system when the project is complete.
  - Platte River Mediation -- Zone and IMPACT team officers, with the assistance of patrol officers, conducted a mitigation operation along the S. Platte River. Working closely with CIT AllHealth Co-Responder’s, officers provided resources to the homeless. The operation cleaned up the riverbank area and is allowing for revegetation along the river banks and providing community members a safe area to recreate.
  - The Code Enforcement and Animal Welfare unit was recognized as the Colorado Association of Animal Control Officers - Agency of the Year for 2019.
  - C.I.T. Co-responder program -- Integration and expansion of the CIT Co-Responder program. This program integrates mental health clinicians with patrol officers to de-escalate potentially mentally ill subjects and provide them with immediate treatment options.
  - Professional Law Enforcement Re-Accreditation through the Professional Standards of the Colorado Association of Chiefs of Police (CACP).

- Parks, Recreation, and Library Services
  - Jason Park Playground improvements and construction funded by an Arapahoe County Open Space Grant of $300,000.
  - Romans Park Tennis and Playground Renovations -- awarded a $500,000 grant through Arapahoe County Open Spaces.
  - Attendance numbers by facility:
    - 75,000 rounds of golf played
    - 98,000 guests at Pirates Cove
• 65,000 guests at the farm and train
• 240,000 Englewood Recreation Center visits
• 238,000 Library visits
• 90,000 Malley Recreation Center visits

• Public Works
  o Managed completion of the Police Headquarters Building
  o Completed annual pavement mill & overlay project
  o Replaced or installed 159 pedestrian ramps
  o Installed 1,150 feet of new sidewalk along Girard Avenue
  o Completed Broadway-Mansfield Safe Routes to School project
  o Completed Pirates Cove egress site improvements
  o Secured $10.48 million in federal transportation funding
  o Completed flood-prone area study
  o Completed Civic Center roof project
  o Completed information desk construction
  o Completed concrete trip hazard elimination effort
  o Led trash hauler evaluation initiative
  o Installed Flashing Yellow Arrow (FYA) & reflective backplates on signals along US 285
  o Installed on-street bike lanes on Dartmouth Ave.
  o Developed Marked Crosswalk Guidelines
  o Completed annual Recreation Center shutdown repairs including:
    ▪ Pool area painting
    ▪ Skylight replacement
    ▪ Re-sanding gym floors; and
    ▪ Locker room divider gates replacement
  o Completed city-wide alley base grading & stabilization efforts
  o Developed on-line, interactive alley maintenance map
  o Developed on-line pothole patching map
  o Oversaw flooding repairs to golf course maintenance building
  o Implemented SWEPT task management software for custodial & facilities maintenance staff
  o Purchased & outfitted 16 Police Department vehicles
  o Assisted school district staff with signage to facilitate school drop off zones
  o Solicited proposals & entered into contracts for maintenance & security services (EEF)
  o Negotiated new lease with The Guild
  o Managed construction of Plaza Circle road in Highlands Ranch (EMRF)

• South Platte Water Renewal Partners
In 2019, the SPWRP will have not experienced a discharge permit violations for the past 10 years. Additionally, the SPWRP completed a number of major projects, and received awards to advance the organization and provide sustainability for the Cities into the future.

The SPWRP completed a Master Plan and 10-year Capital Plan that outlines necessary improvements needed to address aging infrastructure and meet new treatment regulations. Regulation 85 and Regulation 31 are upcoming treatment regulations that will significantly limit the amount of phosphorus and nitrogen allowed in the water released back into the South Platte River. New wastewater treatment processes are required to be implemented to address these regulations, and the Master and Capital plans provide a systematic approach to organizational improvements.

The next step was to complete the Cost of Service and Treatment Rate and Fee Development Study to understand how capital and operational needs over the next 20 years translate to revenue requirements from customers. Understanding the full financial needs of a utility allows for development of accurate rates and fees which provides sufficient funding to allow the communities to operate, maintain and reinvest in wastewater systems. This in turn, leads to economic development and sustainability of our local communities.

On October 31, 2019, SPWRP unveiled Colorado’s very first Gas Recovery Facility and Pipeline Injection Project. This project is used exclusively by SPWRP to inject the natural gas recovered from its wastewater treatment process, into Xcel Energy’s natural gas pipeline. In addition to reducing carbon emissions and improving local air quality, this innovative project will also generate revenue through renewable natural gas (RNG) credits.

The SPWRP received two awards in 2019 thus far. The organization received a $50,000 prize as one of the winners of the EPA Nutrient Sensor Challenge. SPWRP won this award by demonstrating how data probes across the facility can be used to manage chemical usage and reduce nutrient levels in the South Platte watershed. SPWRP is also the recipient of the Rocky Mountain Water Environment Association’s Plant Performance Award for our innovative solution to addressing ammonia issues at the facility in the first quarter of 2019.

Utilities
- Delivered 5.4 million gallons of drinking water, per day (average); total of 1.9 billion gallons for the year
- Met all regulatory requirements of the State and EPA related to drinking water production
- Completed Oxford Avenue sinkhole repair
- Completed Utility Billing software Request for Proposal (RFP)
- Replaced 28 residential water service lines
- Flushed 261,769 feet of sanitary sewer mains
- Flushed 659 hydrants
- Met all regulatory requirements related to the MS-4 permit; 16 illicit spills/discharge violations were resolved
- Replaced 350 water meters/ electronic transmission units