CITY MANAGER’S NOTES
March 21, 2013

Upcoming Council Meetings
City Council will meet on Monday, March 25, 2013. An Executive Session will begin at 6:00 p.m. in the City Council Conference Room. The Study Session will begin at 7:00 p.m. in the Community Room. There is no Regular Meeting scheduled. Sandwiches will be available at 5:30 p.m. in the City Council Conference Room.

The next City Council meeting will be Monday, April 1, 2013.

Informative Memoranda
The following are memoranda in response to City Council’s requests, as well as other informational items.

1. Article concerning an Xcel gas line replacement project at Broadway and Union.
4. Memorandum concerning Modmarket at Kent Place.
5. Memorandum concerning the Project Update.
6. Calendar of Events.
7. Tentative Study Session Topics.
CENTENNIAL
INTERSTATE 25-
ARAPAHOE ROAD
INTERCHANGE
GIVEN GO-AHEAD

The Federal Highway Administration and Colorado Department of Transportation recently approved a "Finding of No Significant Impact" for Interstate 25 and Arapahoe Road interchange improvements.

With the approval, the project is eligible for funding and future construction.

Final design of the full interchange improvements is anticipated to begin this summer and be finalized by the end of 2014. Construction of the improvements will begin when funding is identified.

For more information, go to izsarapahoeroadea.com.

City of Centennial

ENGLEWOOD
Gas line replacement project

to impact traffic near Union Avenue. Xcel has a major project coming up that will impact residents and motorists on Union Avenue and several adjoining streets over the next several months.

Work is slated to begin in late March on Union Avenue from South Huron Street to South Clarkson Street. This is a major project that is expected to take six months to complete.

For more information, go to xcelenergy.com/gasmainreplacementprojectco. Updates also will be available on the "Street Closures" page at englewoodgov.org.

City of Englewood

Lions Club to host "Charity Recognition and Grant Celebration." The Englewood Lions Club Foundation will host a "Charity Recognition and Grant Celebration" at 2 p.m. March 23 at the Malley Senior Recreation Center, 3380 S. Lincoln St.

The event will highlight the work the club does in the community and recognize area grant recipients.

The public is invited to attend the event, and light refreshments will be served.

Englewood Lions Club

ARAPAHOE COUNTY
Workforce center to host youth job-readiness series, hiring event. The Arapahoe/Douglas Works! workforce center will host a no-cost, job-readiness series known as the Job Locker to help local youth.

The series covers job search skills, such as completing a job application, writing a résumé and interviewing, along with work values and how to present oneself in a professional setting.

Youth ages 14-21 may register for any of the following sessions:

• 1 p.m. or 4 p.m. daily March 26-28 at CentrePoint Plaza, 14980 E. Alameda Drive in Aurora;
• 1 p.m. or 4 p.m. daily April
Englewood Mayor Pro Tem Jim Woodward Receives NLC Leadership Training Honor

Washington, DC – Englewood, Colorado Mayor Pro Tem Jim Woodward was recognized by the National League of Cities (NLC) for reaching the Gold level in its Certificate of Achievement in Leadership program. Sponsored by the NLC Leadership Training Institute (LTI), the award was presented in Washington at the annual Congressional City Conference in March.

To achieve the Gold level, a local official must earn 50 credits in five core areas of municipal leadership. Each training seminar addresses one or more of the core competency areas of the LTI curriculum:

- **Cornerstone:** Personal Leadership Growth and Development
- **Competent Practitioner:** Leading Effective Governance
- **Communicator:** Effective Communications and Media Relations
- **Collaborator:** Building Communities through Inspiration and Empowerment
- **Catalyst:** Leading Innovation and Managing Change

Woodward is one of the 271 NLC members to have reached the Gold level in the Certificate of Achievement in Leadership program since its inception.

NLC is committed to strengthening and promoting the leadership capacity of our nation’s local elected officials. As part of the NLC mission to create stronger communities, the Leadership Training Institute provides local officials with professional development opportunities to assist then in promoting positive change and innovation within their communities. At the same time, seminars are designed to explore the nature and practice of local governmental leadership.

NLC’s Leadership Training Council established the Certificate of Achievement in Leadership program in 1999. The primary purpose of the program is to recognize and acknowledge excellence in leadership by NLC members.

The National League of Cities is dedicated to helping city leaders build better communities. NLC is a resource and advocate for 19,000 cities, towns and villages, representing more than 218 million Americans.

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For Immediate Release
March 20, 2013

Contact
Laura Lanford
202-626-3187

Ally Freeman
202-626-3186
March 8, 2013

Kimberly Thomas, Chief, Readiness Branch
Operations Division
U.S. Army Corps of Engineers, Omaha District
1616 Capitol Avenue
Omaha, NE 68102-4901

Dear Ms. Thomas:

We are writing to give our support to the restoration activities proposed at Oxford River Park and other future integrated restoration efforts along the South Platte River (SPR). We are the elected members of the South Platte Working Group (SPWG): a collaborative working group of elected officials, city managers and senior staff from Arapahoe County, its cities, South Suburban Parks & Recreation District, Urban Drainage and Flood Control and other relevant agencies. The geographic scope of our working group includes the river between the confluence with Bear Creek and the upstream limits of South Platte Park (Section 205 project area).

Our working group is dedicated to maximizing the benefit that the SPR can bring to our communities through river restoration, access to recreation, acquisition of adjacent open space and community education and economic growth. Previously, the SPR has leveraged over $25 million for recreational improvements along the SPR. Our new efforts seek to further integrate the river into the daily lives of the communities that it runs through in Arapahoe County. We hope that the Corps will partner with us in reclaiming the natural beneficial functions of the river. The local governments stand ready to move forward with the restoration project and we urge the Corps to make the completion of the permitting process a priority and move forward as quickly as possible.

It is possible that some of our desired restoration may not be consistent with the current Corps of Engineers Operations and Maintenance Manual (Manual) provided for this reach, specifically the amount of vegetation allowed. The SPWG is extremely supportive of the Oxford River Park introduced in this submittal, and believes this project will be a catalyst for additional restoration projects. While we are supportive of the continued importance of the flood conveyance role that the river plays, we want to make sure that restoration and flood control can be optimized for the long-term benefit of surrounding communities as well as the river’s natural environment and therefore are requesting a variance from what is currently in the Manual.

Thank you for your consideration, and we look forward to working with you to restore vitality to the river.

Sincerely,

The Elected Members of the South Platte Working Group
# South Platte Working Group

_Elected Members of the South Platte Working Group:_

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Agency/Location</th>
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<tbody>
<tr>
<td>Debbie Brinkman</td>
<td>Mayor</td>
<td>City of Littleton</td>
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<tr>
<td>Gale Christy</td>
<td>Mayor</td>
<td>Town of Columbine Valley</td>
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<tr>
<td>Nancy Doty</td>
<td>Commissioner</td>
<td>Arapahoe County</td>
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<tr>
<td>Clifford Mueller</td>
<td>Councilman</td>
<td>City of Sheridan</td>
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<tr>
<td>Randy Penn</td>
<td>Mayor</td>
<td>City of Englewood</td>
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<tr>
<td>Sue Rosser</td>
<td>Board Member</td>
<td>South Suburban Parks &amp; Recreation District</td>
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</tbody>
</table>
Memorandum
City Manager's Office

TO: Mayor Penn and Members of City Council

THROUGH: Gary Sears, City Manager
Michael Flaherty, Deputy City Manager
Alan White, Community Development Director

FROM: Darren Hollingsworth, Economic Development Manager

DATE: March 20, 2013

SUBJECT: Kent Place Tenant – Modmarket: Farm Fresh Eateries

Kent Place has signed a lease for a new restaurant tenant for the last remaining commercial space on the site. The new tenant is Modmarket, who has submitted tenant finish plans to Englewood’s Building Division.

Modmarket has 5 locations on the Front Range, including: Boulder, Denver, Greenwood Village, and Glendale. Attached is a description of Modmarket. More information about Modmarket is available at the following website: www.modmarket.com

Attachment: Modmarket: About Us – Print-out from Website
Salads

Salads are offered in entree' and half size sizes. Nutritional values are for a full size with medium dressing. Click on any ingredient to get more info and recipes.

Thai Coconut

peanut mango dressing, roasted chicken, grated coconut, cucumber, roasted sweet potato, mixed greens
Calories 487 | Fat 28g | Protein 33g | Carbs 33g | Fiber 8g | Sodium 246mg

Superfood

Spinach/kale blend, quinoa pilaf, red grapes, feta, carrot, almonds, champagne vinaigrette
Calories 352 | Fat 30g | Protein 45g | Carbs 37g | Fiber 6g | Sodium 301mg

Farmer

mixed greens, roasted chicken, red grapes, feta, almonds, corn, champagne vinaigrette
Calories 596 | Fat 44g | Protein 38g | Carbs 21g | Fiber 6g | Sodium 402mg
Flatiron

mixed greens, grilled steak, roasted potato, gorgonzola cheese, tomato, carmalized onion, balsamic vinaigrette
Calories 553 | Fat 41g | Protein 28g | Carbs 18g | Fiber 3g | Sodium 541mg

Hazelnut

toasted hazelnuts, golden raisens, fennel, red cabbage, roasted edamame, mixed greens, orange ginger vinaigrette
Calories 465 | Fat 33g | Protein 12g | Carbs 39g | Fiber 9g | Sodium 100mg

Wintergreen

mixed greens, goat cheese, roasted potato, walnuts, apple, honey herb vinaigrette
Calories 406 | Fat 21g | Protein 13g | Carbs 50g | Fiber 4g | Sodium 99mg

Roman

Romaine blend, homemade croutons, shaved parm, cucumber, roasted chicken, caesar dressing
Calories 550 | Fat 27g | Protein 45g | Carbs 37g | Fiber 6g | Sodium 1093mg

BYO

Choose up to 5 toppings and a homemade dressing

Sandwiches

Our sandwiches are made to order and are toasted in our brick oven. Gluten free bread options are available, all sauces are made from scratch in house and are gluten free. Click on any ingredient to find out sourcing information or recipe ingredient list.

Basil Chicken

roasted chicken, basil aoili, tomato, provolone, arugula, red onions, Udi’s ciabatta
Calories 558 | Fat 19g | Protein 33g | Carbs 60g | Fiber 3g | Sodium 657mg

Arugula Mozz

fresh mozzarella, basil, basil aoili, balsamic vinaigrette, arugula, tomato, Udi’s ciabatta
Calories 588 | Fat 24g | Protein 27g | Carbs 58g | Fiber 3g

Chipotle Steak

grilled steak, chipotle aoili, mixed greens, swiss cheese, tomato
Calories 625 | Fat 27g | Protein 32g | Carbs 59g | Fiber 3g | Sodium 719mg

BLT + A

nitrate free bacon, arugula, avocado, tomato, basil aoili, Udi’s sourdough
Eggplant Goat

roasted eggplant, goat cheese, red onions, balsamic vinaigrette, mixed greens, Udi’s sourdough
Calories 653 | Fat 32g | Protein 20g | Carbs 76g | Fiber 7g | Sodium 1045mg

Gorgonzola Steak

grilled steak, gorgonzola cheese, pickled red onions, arugula, Udi’s sourdough
Calories 581 | Fat 25g | Protein 48g | Carbs 39g | Fiber 3g | Sodium 1046mg

Brick Oven Pizza

Click on any ingredient to find out more info or recipe information for sauces.

M’Rita

fresh mozzarella, red sauce, basil
Calories 618 | Fat 11g | Protein 27g | Carbs 107g | Fiber 15g | Sodium 1042mg

Crimini Kale

Roasted crimini mushrooms, kale, red onions, red sauce
Calories 650 | Fat 8g | Protein 25g | Carbs 121g | Fiber 17g | Sodium 1105mg

Basil Corn

goat cheese, roasted corn, 3 cheese blend, basil, whole grain dough
Calories 881 | Fat 32g | Protein 44g | Carbs 113g | Fiber 15g | Sodium 1719mg

Pepe’

Creminelli nitrate free pepperoni, red sauce, 3 cheese blend, whole grain dough
Calories 737 | Fat 21g | Protein 38g | Carbs 103g | Fiber 14g | Sodium 1531mg

Bianco

fresh mozzarella, Roasted garlic puree, tomato, marinated artichoke hearts, shaved parm, basil, whole grain dough
Calories 731 | Fat 24g | Protein 41g | Carbs 99g | Fiber 17g | Sodium 1139mg

Prosciutto

Creminelli prosciutto, arugula, pear, gorgonzola cheese, 3 cheese blend, whole grain dough
Calories 751 | Fat 31g | Protein 34g | Carbs 89g | Fiber 12g | Sodium 1098mg

BBQ
BBQ sauce, roasted chicken, red onions, green onion, pepper jack cheese, cilantro, shaved parm, whole grain dough
Calories 681 | Fat 19g | Protein 35g | Carbs 104g | Fiber 13g | Sodium 1052mg

Homestyle Plates

Homestyle plates offer up your choice of protein with two sides on a plate. A perfect option for those looking for a classic, simple dish for lunch or dinner. Paleo diet folks will be especially happy with these dishes.

Chicken Plate

Herb roasted chicken baked to perfection. Combine with two sides for the perfect protein packed meal.

Steak Plate

Our marinated and grilled steak with your choice of two sides.

Homestyle sides

Brown Rice Pilaf
Smashed Potatoes
Mixed Green Salad
Roasted Seasonal Vegetables

Soup

Soups, made from scratch. Nutritional info is for a cup.

Green Chicken Chili

green chicken chili ingredients
Calories 141 | Fat 3g | Protein 14g | Carbs 13g | Fiber 2g

Curry Split Pea

curry split pea ingredients
Calories 125 | Fat 4g | Protein 6g | Carbs 18g | Fiber 7g

Potato Leek

potato leek ingredients
Calories 269 | Fat 10g | Protein 5g | Carbs 41g | Fiber 5g

Beverages

Boylan’s Cane Sugar Sodas
Farm Fresh Eateries and Catering

We serve food made from simple, whole ingredients. Amazing how ‘unique’ that seems to make us...

Modmarket serves real food. By real food, we mean food made from simple, whole ingredients (things like whole grain flour, raw vegetables, fruits, legumes...you get the idea). We serve food the way it was cooked hundreds of years ago – raw, grilled or cooked in a stone hearth oven. We avoid things like preservatives and artificial sweeteners and keep our ingredient lists short and sweet. We make things from scratch, which is a total pain, but it makes our food taste better.

Our menu changes a lot. Sometimes it is because we grow tired of eating the same things, other times it is because different items come in season. Some of our items are locally sourced, some are organic and all are the highest quality we can find.

We believe that a varied diet of simple, whole foods is what you should be eating everyday. So that is what we serve at Modmarket. When you eat these types of food, you feel better an hour later, not worse. There really are no ‘bad things’ on our menu. We create great tasting foods that are good for you. Simple stuff.
MEMORANDUM

TO: Gary Sears, City Manager
THROUGH: Rick Kahm, Director of Public Works
FROM: David Henderson, Engineering/Capital Projects Administrator
DATE: March 20, 2013
SUBJECT: PROJECT UPDATES - Denver Water Department Project, Craig Hospital Expansion, Xcel Energy Projects, Traffic Signal Upgrade - Dartmouth/Downing, Pirates Cove Improvements, West Harvard Gulch Trail Project, Kent Place, Street Maintenance Projects 2013, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

DENVER WATER DEPARTMENT PROJECT
Denver Water and its contractor, T. Lowell Construction, will be replacing sections of a 60" water distribution pipeline located in South Broadway. Two sections are located near the intersection of Broadway and Belleview and a third is located near the intersection of Broadway and Quincy. Valves that control water flow on the pipeline no longer function and need to be replaced.

Staff is working with Denver Water and T. Lowell regarding notifications to the public and businesses. Updates will be provided as information develops.

CRAIG HOSPITAL EXPANSION
The 3400 block of South Clarkson Street was closed on January 22nd. Traffic Engineering staff continues to monitor traffic after the closure. New traffic counts will be collected by Craig's Traffic Engineering consultant to document traffic volumes in the surrounding neighborhood. The ART shuttle bus stops and routing changes are posted on the City's web site.

The speed limit on Hampden Avenue between Logan and Clarkson has been reduced to 20 miles per hour. Installation of radar speed signs and upgraded pedestrian flashers on Hampden Avenue continued. We anticipate that all of the work will be completed by the end of March. These changes are being initiated based on conversations with Swedish Medical Center and Craig Hospital.

XCEL ENERGY PROJECTS
Gas Line Replacement Projects
Xcel Energy continued converting gas line services from old CAB pipe to the new standard. The CAB program expects to replace about 22,000 services in the Denver metro area. Approximately 130 of the 320 services in Englewood are complete. The contractor may bring in an additional crew to accelerate the work. Updates are available on the City's web page. The project is expected to last until May 20th.

Gas service line replacements in the 2700 and 2900 blocks of South Logan Street require a full closure of South Logan (during working hours). Variable message board signs, notifying the public of the upcoming closure, were installed. All service lines have been completed in the 2700 block and asphalt patching should be complete this week. Service line work in the 2900 block should be complete next week.
Xcel Energy will be replacing the gas main in South Zuni Street between Evans and Bates. The main is located on the Denver side of Zuni; however, gas service lines to the east will be replaced in Englewood. Permits for the Zuni project have been issued. Xcel mailed notification letters to adjacent owners. The work is underway and should be complete in two weeks.

Xcel continues planning for a proposed gas main replacement along Union Avenue from Windermere to Clarkson Street. The final alignment and route has been determined by Xcel. Xcel’s contractor, Q3 Contracting, plans to mobilize three crews to perform the work. The work is expected to begin around the 1st of April and is expected to take about 27 weeks to complete.

Xcel is replacing the main and all services in the 3900 and 4100 blocks of South Sherman Street. The main installation and service connections are complete in both blocks and the contractor will complete temporary patching this week. Xcel’s contractor will return to mill and overlay the patched areas when weather and schedule allow. As with all of these projects, Xcel’s permit requires notification to adjacent owners.

TRAFFIC SIGNAL UPGRADE - DARTMOUTH/DOWNING
The new signal at Dartmouth/Downing is operational. New street lights will be installed on all four signal poles. Concrete work at the intersection will be completed this summer.

PIRATES COVE IMPROVEMENTS/REPAIRS
Public Works and Parks and Recreation staff will be coordinating repairs and improvements to Pirates Cove during the off-season. We are working with an engineering firm to evaluate options to repair the Concession building. The building has settled a couple of inches and is experiencing problems with the doors and concrete block cracking. Monitoring wells were installed to determine soil and groundwater conditions under the building. Staff continues to monitor any movement in the building.

WEST HARVARD GULCH TRAIL PROJECT
The Urban Drainage and Flood Control District is managing a project to complete a trail connection from our Northwest Greenbelt (Harvard Gulch) to the Platte River Trail System. This project will construct a concrete trail, beginning at the end of our trail system east of Raritan Street, and passing under the railroad tracks in Denver. This will complete the trail system connection to the Platte River. Final cleanup and demobilization is expected to be complete by the end of March.

KENT PLACE
A grand opening of the “Fresh Fare by King Soopers” was held Wednesday, December 12th. Patxis Chicago Pizza, Kriser’s Pet Store, Cellars Fine Wines, and Chase bank are open.

The contractor continued work on the residential apartments. A large crane has been set on site for the residential construction.

STREET MAINTENANCE PROJECTS 2013
Contract crack sealing will continue through the winter months as weather allows. The Street Division continues in-house crack sealing on arterial and collector streets. 38 blocks of arterial and collector streets have been completed this year.

CITY CENTER SITE DEVELOPMENT
Alexan East and West Parcels
438 residential units. Alexan’s occupancy level for March, 2012 is 94.5%. Commercial uses: Let It Bead, Liquor Store, State Farm, Lifetime Family Practice, Cuttin’It Loose, Jackson Hewitt Tax Service, Foothills Physical Therapy, CityCenter Community, Solid Grounds, and Weingarten Realty. The new Liquor Store, located west of Let It Bead, is open.
Parkway Retail / Office Buildings
Commercial uses: The International House of Pancakes (IHOP), Qdoba, GNC, Supercuts, Nails Center, CityCenter Dental Group, Tableaux Interior Design, Englewood Eyecare, Collective Licensing Int’l, Inc., M.P. Hayutin, LLC, Quizno’s, Air Walk, “Insurance Company of the West”, Fred Astaire Dance Studio, Wellness Treatment Center, SB Clark Companies, Unifocus, and Bartertown Comics. Collective Licensing is expanding and will occupy the old Miller space.

Bally’s Building
Tenants include Bally’s, “Blondies Fire House Pub and Restaurant”, and MaxFour.

Retail South of the Parkway
Tenants: Petco, Ross, Coldstone Creamery, Noodles, Office Depot, and Einstein Bagels. The Sports Authority store has closed.

Gold Mine Pad
Tenants include: Jamba Juice, Tokyo Joe’s, Mega Wraps, and Doctors Express.

CityCenter Site
EEFI continues project management of all infrastructure on the site. Staff is monitoring the security, sweeping, snow removal, and day porter services performed under the Common Area Maintenance.

Englewood McLellan Reservoir Foundation (EMRF)
P A-84 West
The Mike Ward Infiniti dealership opened on Monday, August 29, 2011.
The Larry Miller Nissan Dealership opened on February 11, and is planning their Grand Opening for May 16.

P A-85 (RTD site)
RTD paid the final billing in the amount of $591,836.86. Finance has deposited this money in the LTAR fund.

P A-85 (Benjamin Franklin Charter School)
The Benjamin Franklin Charter School is open.

Air Quality/Energy Saving Projects
Flex Fuel Program
Currently, 39 of our fleet vehicles are running on E-85 ethanol fuel. All new replacement vehicles (less than ¾ ton) will be compatible with E-85. Approximately 50 Flex Fuel vehicles will be in our fleet within two years. Currently, the cost of E-85 fuel is approximately $0.40 per gallon less than regular unleaded gasoline. Ten of our fleet vehicles run on Compressed Natural Gas (CNG). 39 on-road vehicles and 23 off road (construction equipment) run on biodiesel fuel.

Staff will present a recommendation to purchase the last of our 2013 vehicle replacements at the Council meeting on April 15. Fleet vehicles will be delivered between now and next fall.

Hybrid Vehicle Purchase
Two hybrid vehicles are in service, one in the Fire Department and one in the Building Division.

“Green” Programs
We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources. The Servicenter is now “single-streaming” waste at the Servicenter and a dumpster has been supplied for cardboard only recycling.

Energy Saving Projects
In 2001, the Public Works Traffic Division began an ongoing program to convert traffic signals from incandescent lamps to Light-Emitting-Diode (LED) bulbs. To date, 80% of our City maintained signals
have been converted. LED traffic signals use 90% less energy than incandescent lamps, last five times longer, and provide better visibility.

**Our Servicenter has received a grant from the Regional Air Quality Commission to install Aerodynamic Fairings on four Wastewater trailers.** The grant covers 50% of the cost (total estimated cost is $6,500 for the four trailers). These fairings will increase fuel mileage by up to 10% (1/2 mile/gallon).

**GPS in Vehicles**

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. Our match to the project is the installation. The Servicenter Garage will install with in-house labor. The GPS units will be installed in Police patrol vehicles, Public Works vehicles, Fire Department equipment, and some Wastewater Treatment Plant vehicles. **GPS equipment installation is substantially complete. Staff is in the process of refining software for tracking vehicles. Staff expects to provide a demonstration for City Council at a future Study Session.** The system will allow us to track locations, easily obtain information regarding quantities of ice slicer dispensed, monitor idle times, and allow the public to track where plow trucks have been.
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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
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<tr>
<td>Mon., March 25</td>
<td>6:00 p.m.</td>
<td>Executive Session, City Council Conference Room</td>
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<td>7:00 p.m.</td>
<td>Study Session, Community Room</td>
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<td>Mon., April 1</td>
<td>6:00 p.m.</td>
<td>Study Session, Community Room</td>
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<td>7:30 p.m.</td>
<td>Council Meeting, Council Chambers</td>
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<td>Tues., April 2</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning, City Council Conf. Room</td>
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<td>Wed., April 3</td>
<td>4:00 p.m.</td>
<td>Englewood Housing Authority Board Meeting, Housing Authority Board Room</td>
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<td>5:45 p.m.</td>
<td>Cultural Arts Commission, City Council Conference Room</td>
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<td>7:00 p.m.</td>
<td>Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers</td>
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<td>Mon., April 8</td>
<td>6:00 p.m.</td>
<td>Study Session, Community Room</td>
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<td>Tue., April 9</td>
<td>7:00 p.m.</td>
<td>Library Board, Library Board Room</td>
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<td>5:00 p.m.</td>
<td>Water and Sewer Board, Comm. Dev. Conference Room</td>
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<td>6:30 p.m.</td>
<td>Keep Englewood Beautiful, Council Conference Room</td>
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<td>Wed., April 10</td>
<td>Cancelled</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, Community Development Conference Room</td>
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<td>Thurs., April 11</td>
<td>11:30 a.m.</td>
<td>Alliance for Commerce, City Council Conference Room</td>
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<td>5:30 p.m.</td>
<td>Parks and Recreation Commission, Broken Tee Golf Course Maintenance Facility</td>
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<td>Mon., April 15</td>
<td>6:00 p.m.</td>
<td>Study Session, Community Room</td>
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<td>7:30 p.m.</td>
<td>Council Meeting, Council Chambers</td>
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<tr>
<td>Tues., April 16</td>
<td>7:00 p.m.</td>
<td>Planning and Zoning, City Council Conf. Room/Council Chambers</td>
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<td>Wed., April 17</td>
<td>Cancelled</td>
<td>Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll</td>
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<td>Mon., April 22</td>
<td>6:00 p.m.</td>
<td>Study Session, Community Room</td>
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Wed., May 1  4:00 p.m.  Englewood Housing Authority Board Meeting, Housing Authority Board Room
5:45 p.m.  Cultural Arts Commission, City Council Conference Room
7:00 p.m.  Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers

Mon., May 6  6:00 p.m.  Study Session, Community Room
7:30 p.m.  Council Meeting, Council Chambers

Tues., May 7  7:00 p.m.  Planning and Zoning, City Council Conf. Room/Council Chambers

Wed., May 8  7:00 p.m.  Board of Adjustment and Appeals, Council Chambers
6:30 p.m.  Englewood Urban Renewal Authority, Community Development Conference Room

Thurs., May 9  11:30 a.m.  Alliance for Commerce, City Council Conference Room
CANCELLED  Police Officers Pension Plan Board, Public Works Conference Room
CANCELLED  Firefighter Pension Plan Board, Public Works Conference Room
5:30 p.m.  Parks and Recreation Commission, Duncan Park
6:30 p.m.  Transportation Advisory Board, City Council Conference Room

Mon., May 13  6:00 p.m.  Study Session, Community Room

Tues., May 14  4:00 p.m.  NonEmergency Employees Retirement Plan Board, Public Works Conference Room
5:00 p.m.  Water and Sewer Board, Comm. Dev. Conference Room
6:30 p.m.  Keep Englewood Beautiful, Council Conference Room
7:00 p.m.  Library Board, Library Board Room

Wed., May 15  6:30 p.m.  Code Enforcement Advisory Board, City Council Conf. Rm.
7:00 p.m.  Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers

Mon., May 20  6:00 p.m.  Study Session, Community Room
7:30 p.m.  Council Meeting, Council Chambers

3/20/13
# TENTATIVE

## STUDY SESSIONS TOPICS

FOR ENGLEWOOD CITY COUNCIL

<table>
<thead>
<tr>
<th>Date</th>
<th>Study Session &amp; Regular Meeting</th>
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<tr>
<td>April 1</td>
<td>Executive Session - Negotiations (Xcel)</td>
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<td>Alternative High School Gymnasium Project</td>
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<td>April 8</td>
<td>Study Session</td>
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<td>HSSPV Update</td>
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<td>Budget Advisory Committee</td>
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<td>April 15</td>
<td>Study Session &amp; Regular Meeting</td>
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<td>2013 Budget Update and 2014 Proposed Budget</td>
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<td>Board and Commission Reports</td>
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<td>April 22</td>
<td>Study Session</td>
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<td>Financial Report</td>
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<td>Mill Levy</td>
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<td>April 29</td>
<td>No meeting scheduled – 5th Monday</td>
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<td>May 6</td>
<td>Study Session &amp; Regular Meeting</td>
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<td>Board and Commission Members Reappointment Discussion</td>
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<td>May 13</td>
<td>Citizen of the Year Celebration</td>
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<td>May 20</td>
<td>Study Session &amp; Regular Meeting</td>
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<td>CAFR - tentative</td>
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<td>Financial Report</td>
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<td>Board and Commission Reports</td>
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<tr>
<td>May 27</td>
<td>Memorial Day Holiday – No meeting scheduled</td>
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<tr>
<td>June 3</td>
<td>Study Session &amp; Regular Meeting</td>
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<td>June 10</td>
<td>Study Session</td>
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<td>Board and Commission Interviews</td>
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June 17  Study Session & Regular Meeting  
Financial Report  
(CML Conference – 6/18-21/13)

June 24  Study Session  
Board and Commission Appreciation Night

July 1  Study Session & Regular Meeting

July 8  Study Session

July 15  Study Session & Regular Meeting  
2014 Proposed Budget & Midyear Budget Report  
Financial Report  
Board and Commission Reports

July 22  Study Session

July 29  No meeting scheduled – 5th Monday

August 5  Study Session & Regular Meeting

August 12  Study Session

August 19  Study Session & Regular Meeting  
Financial Report  
2014 Proposed Budget  
Board and Commission Reports

FUTURE STUDY SESSION TOPICS

Water Conservation Plan  
Citizen Engagement/Mindmixer  
Public Comment Process  
Nextdoor Network  
Hotel/Motel Registration/Inspection  
Citizen Advisory Budget Committee  
Gun Legislation/Community Safety  
Security Camera Update

3/20/2013
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Philippe Ernewein, Tom Kelly, Karen Pilgrim, Yvonne Russell, Jill Wilson (Council Member).

ABSENT: Stephanie McNutt (excused), Julie Grazulis, (unexcused), Amy Martinez (excused), and Vicki Howard (excused)

Also Present: Dorothy Hargrove, Director of Library Services

12 - 10 That the minutes of the meeting of July 10, 2012 be approved as amended.

Moved by: Ms. Pilgrim
Seconded by: Ms. Russell
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Buchanan remarked that the increase in materials checked out was very positive. Mr. Adams added that use of traditional print materials continues to increase even as digital formats are added to the collection. Ms. Hargrove said that after the new computer system is in place in January 2013 we would be better able to track and report on the use downloadable materials.

Other Old Business

The Board reviewed the updated Strategic Plan. Ms. Hargrove highlighted the positive response to the summer reading programs for children, teens and adults. The Library has also subscribed to a new downloadable audio-book service called OneClick Digital, and Ms. Hargrove demonstrated its use on a smart phone. Staff will be working hard in the next few months to handle the many details of the computer migration to the new Marmot system. The Library’s Facebook page should be “live” before the next Board meeting in September.

New Business

Library Board Chair’s Report

Mr. Adams noted that the Library is still a relevant and vibrant community center even in this digital age. He and his family participated in the summer reading program and he was pleased to see how much
his children enjoyed reading and attending pajama storytime.

Library Director's Report

Ms. Hargrove reported that the Library participated in FunFest on August 11, sponsored by the Parks and Recreation Department. It was a good opportunity to meet community members and highlight the Library.

Other New Business

None at this time.

Members' Choice

Mr. Ernewein – He has just returned from Chicago where he was working with Teach for America. He's preparing for another busy school year.

Ms. Wilson – City Council has started working on the 2013 budget. She reported that FunFest was a successful community event.

Mr. Kelly – Enjoyed a quiet summer.

Mr. Buchanan – Reported that he was pleased to use the online renewal feature for his library books. He has also experimented with downloading some titles.

Ms. Russell – Will be traveling in Ireland in September.

Ms. Pilgrim – Celebrated 25 years after successful heart surgery with family and friends. She asked if retiring Board members would be recognized with a book donation to the library as has been the case in the past. Ms. Hargrove promised to follow up on the suggestion.

Mr. Adams – Will participate in the Rocky Mountain Fiction Writers meeting in September.

There being no further business, Mr. Adams adjourned the meeting at 7:50 p.m. The next regular meeting will be held on Tuesday, September 11 at 7:00 p.m.
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:05 p.m.

PRESENT: Mark Adams, Stephanie McNutt, Michael Buchanan, Karen Pilgrim, Jill Wilson (Council Member), Yvonne Russell.

ABSENT: Amy Martinez (excused), Philippe Ernewein (excused), Julie Grazulis (unexcused), Vicki Howard (School Board Member) (excused), and Tom Kelly (excused).

Also Present: Dorothy Hargrove, Director of Library Services, and Deb Parker, Recording Secretary

12 - 12 That the minutes of the meeting of October 9, 2012 be approved as amended.

Moved by: Mr. Buchanan
Seconded by: Ms. Russell
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams noted that though our collection size has dropped, our circulation seems to continue to increase. Ms. Hargrove shared that once we go to the Marmot system, our collection will go from 86,000 to 150,000.

The Career Help Center continues to be a great success. In October we served over 100 patrons during our regular hours. We may be able to expand hours with some quality volunteers who have backgrounds in this area.

The financial report has not changed since last month. The new chairs have been ordered and we expect them to arrive before the end of the year.

Other Old Business

Ms. Hargrove shared the system migration continues to take most of the staff’s focus. By next month’s meeting, the migration will be complete and Ms. Hargrove will give a brief tour for the Board. On December 2nd the Library will be closed for the finalizing of the migration, with a “Go Live” on Monday, December 3rd. We will make a formal announcement of the system once the bugs are worked out. The Board shared their enthusiasm about the visible changes and the community involvement that is happening through the Library.
New Business

Library Board Chair's Report

Mr. Adams shared that the numbers of lives touched and aided through the Career Help Center is impressive. It has been a goal of our City Council to retain the jobs for Englewood's employees, and it is good to know that the Library is working hard and reaching this goal.

Library Director's Report

Ms. Hargrove shared that Food for Fines is in full swing and we are hoping for another success. She thanked Ms. Wilson for connecting Café180 and Trompeau Bakery with us for two new Friends of the Englewood Public Library Book Baskets. Ms. Russell has volunteered to care for the Trompeau Bakery basket and Ms. Hargrove will care for the Café 180 basket for now.

Ms. Hargrove shared a new DRAFT of the Strategic Plan that she streamlined in hopes of narrowing in on our values and goals. Discussion ensued. She asked that everyone review and consider sharing any ideas with her prior to next month's meeting. We will plan another meeting with Mr. Adams, Mr. Buchanan, and Mr. Ernewein and present the finding at the December meeting.

Mr. Adams shared that it would be nice to have a more visible mark in the Children's area, such as color and other visual triggers. Ms. Hargrove shared that many ideas have been shared already, and we have a goal of having color and mobile areas to allow for change and freshness. Discussion ensued. One of the ideas is to utilize the storytime room for a homework help center after school.

Other New Business

None at this time.

Members' Choice

Mr. Adams shared that his new job is great and challenging. He is working on setting personal goals for 2013.

Ms. Pilgrim shared that she recently returned from a trip to Seattle with her husband and daughter.

Ms. Wilson shared that she has a neighbor who is utilizing the Paws to Read program. Kent Place is progressing and the new pizza place is good. There is also a Dog Store set to open soon.

Mr. Buchanan assisted his Mom with her sales table at the recent Malley Holiday Fair. He is happy to share that the 3.2 liquor license was approved for the King Soopers Fresh Fair.

Ms. McNutt has enjoyed time with her brother-in-law while he is here visiting, while her husband is working in India.

Ms. Russell joined the Botanical Gardens Book Club and has enjoyed it. So far the subjects have been of great interest to her.

There being no further business, Mr. Adams adjourned the meeting at 8:06 p.m. The next regular meeting will be held on Tuesday, December 11th, at 7:00 p.m.
MINUTES
Englewood Public Library Board
October 9, 2012

Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:02 p.m.

PRESENT: Mark Adams, Michael Buchanan, Amy Martinez, Jill Wilson (Council Member), Stephanie McNutt, Julie Grazulis, Vicki Howard (School Board Member), Karen Pilgrim, Yvonne Russell, and Tom Kelly.

ABSENT: Philippe Ernewein (excused)

Also Present: Dorothy Hargrove, Director of Library Services, and Deb Parker, Recording Secretary

12 - 12 That the minutes of the meeting of September 11, 2012 be approved as amended.

Moved by: Ms. Grazulis
Seconded by: Ms. McNutt
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams led a short discussion about the reports.

Other Old Business

Nothing at this time.

New Business

Library Board Chair's Report

Mr. Adams is glad to hear how much the library is involved with the community. His wife is volunteering at Charles Hay Elementary and has been able to see it personally.

Library Director's Report

Ms. Hargrove shared that at a recent City Council meeting a group through DRCOG spoke on Senior Resources. Noting that meeting the needs of seniors in our community is a priority, Ms. Hargrove noted that she will attend the Arapahoe County Council on Aging Senior Fair on October 12. She will highlight our basic services, including homebound services, as well as some newer digital products.
Ms. Hargrove asked Ms. Parker to report on the recent meeting of the Friends of the Englewood Public Library. She and Ms. McNutt shared that the group was enthusiastic, chose a Chair and Vice Chair, and planned future activities. Book Baskets have been successful and they will plan on expanding this outreach to local businesses.

Ms. Hargrove suggested that Board funds be used to purchase new chairs for the Library to replace others that have seen 12-15 years of use. Another suggestion would be the purchase of the new color Nooks to allow for children’s books and ADA requirements. Mr. Buchanan said that it might be a good idea to share any expenditures between the chairs and the children’s Nooks. Mr. Adams reminded the Board that by spending the money last year for the Nooks, the Board would be seen as investing in technology, a strategic priority. Similarly, chairs would enhance the safety and comfort of the facility, meeting another strategic goal. Discussion ensued.

12 - 13 That the remainder of the Boards funds be used for chairs in the Library.

Moved by: Ms. Russell
Seconded by: Ms. Grazulis
The Motion passed unanimously.

Other New Business

None at this time.

Members’ Choice

Mr. Adams shared he has a new job and he loves it. He is working for Western Union and enjoying it daily. Weekend of paintball, a wedding, and kids' soccer. He is also playing soccer.

Ms. Wilson shared that DRCOG spoke on aging and she feels that Englewood could do better to work for these groups, even though we offer quite a bit for our seniors. City Council has been discussing the proposed budget for 2013. They will continue to look at the revenues and the possibilities.

Ms. Martinez has been doing a lot of volunteer work and recently worked at the art exhibit at the Malley Senior Center. She played kickball for Make-A-Wish.

Ms. McNutt shared that she has been helping friends and writing on her blog.

Mr. Kelly shared that his daughter rescheduled her birthday dinner so her could be here tonight. He canned tomatoes for the first time and has done a lot of fishing.

Mr. Buchanan missed last month and is glad to be here this month. He was in Nebraska and he enjoyed it. His Mom will be at the Holiday Craft Fair at the Malley center on Black Friday, so please stop by and see her.

Ms. Grazulis is still doing her tutoring. She will be going to Utah for a welcome home for her grandson who will be returning from his mission trip to Columbia.

Ms. Russell was in Ireland. She visited three libraries and went on an Irish Literature Pub Crawl.

Ms. Pilgrim missed the last meeting. She had a day off in August and spent it at the Colorado History
Museum and had a wonderful time. She enjoyed the improvements.

Ms. Howard shared that last week was count day at the school and that Englewood's numbers were up for the first time in quite a while. Her daughter's wedding is over and it was wonderful.

Ms. Hargrove shared that she spent four days in San Diego with library friends. She is so glad to be in Colorado instead of California, since the support of our communities for library service is very strong.

There being no further business, Mr. Adams adjourned the meeting at 8:28 p.m. The next regular meeting will be held on Tuesday, November 13th, at 7:00 p.m.
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Jill Wilson (Council Member), Stephanie McNutt, Karen Pilgrim, Yvonne Russell.

ABSENT: Amy Martinez (excused), Julie Grazulis (unexcused), Vicki Howard (School Board Member) (excused), Philippe Ernewein (excused), and Tom Kelly (excused).

Also Present: Dorothy Hargrove, Director of Library Services, and Deb Parker, Recording Secretary.

12 - 12 That the minutes of the meeting of October 9, 2012 be approved as amended.

Moved by: Mr. Buchanan
Seconded by: Ms. Russell
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams led a short discussion about the reports.

Other Old Business

Nothing at this time.

New Business

Library Board Chair's Report

Mr. Adams noted that though the collection size has decreased it appears that the circulation numbers continue to rise. Ms. Hargrove shared that once we share the Marmot Library Network's collection, we will see an increase in collection size from 86,000 to 151,000 because of the addition of digital records.

Library Director's Report

Ms. Hargrove shared that Food for Fines is in full swing and appears to be successful once again. She thanked Ms. Wilson for connecting us with Café180 and Trompeau Bakery for Book Baskets through the Friends group. One of our volunteers has also added a basket at a local Laundromat at Broadway and Nassau.
Ms. Hargrove shared a draft of updates and revisions to the Strategic Plan. Discussion ensued. The determination was made that each member will read and share any concerns or comments with Ms. Hargrove before the next Board meeting. Also, Ms. Parker will arrange a meeting for Ms. Hargrove, Mr. Adams, Mr. Buchanan, and Mr. Ernewein to revisit the goals and key values, as they may have changed a bit since their last strategic planning sub-committee meeting in January.

Other New Business

None at this time.

Members' Choice

Mr. Adams shared that he is still enjoying the new job and all of the new challenges. He is trying to set some personal goals for 2012.

Ms. Pilgrim shared that she recently traveled to Seattle with her husband and daughter.

Ms. Wilson shared that one of her neighbors has been utilizing the Paws to Read program. Kent Place is moving right along, as is the new King Soopers at Federal and Belleview.

Mr. Buchanan shared that he enjoyed working with his mother at the Malley Holiday Fair. He will be traveling to Pennsylvania for the holidays.

Ms. McNutt shared that her brother-in-law has been visiting while her husband is away on business.

Ms. Russell shared that she joined the Botanical Gardens Book Club and is enjoying it. The subjects so far have been of great interest to her.

There being no further business, Mr. Adams adjourned the meeting at 8:00 p.m. The next regular meeting will be held on Tuesday, December 11th, at 7:00 p.m.
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Jill Wilson (Council Member), Stephanie McNutt, Karen Pilgrim, Yvonne Russell, Amy Martinez, Julie Grazulis, Philippe Ernewein, and Tom Kelly.

ABSENT: Vicki Howard (School Board Member) (excused).

Also Present: Dorothy Hargrove, Director of Library Services, and Deb Parker, Recording Secretary

12 - 13 That the minutes of the meeting of November 13, 2012 be approved as amended.

Moved by: Ms. Pilgrim
Seconded by: Ms. Russell
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams led a short discussion about the reports.

Other Old Business

Ms. Hargrove explained the basics of the new Marmot system and shared her pride in the staff for their professionalism in this transition. Mr. Adams would like to congratulate the staff on the successful migration to the new Marmot system.

Ms. Hargrove shared the Strategic Plan and discussion ensued.

New Business

Library Board Chair’s Report

Mr. Adams shared that he has been enjoying the improvements at the high school and the efforts made for the students and the community. He is happy to see these changes.

Library Director’s Report

Ms. Hargrove reminded the Board of the upcoming vacancies, and encouraged members to share the information with family and friends who may be interested in serving. She also thanked the Board for
their continued involvement and dedication to the Library.

She reported that she had met with Mr. Ernewein and Mr. Buchanan earlier in the month to discuss proposed changes to the Strategic Plan. She explained that the strategic initiatives are essentially unchanged, but that many of the annual goals are updated. One important goal would be the remodel of the Children’s area to encourage more interactive spaces and a kid-friendly environment.

Mr. Adams suggested a pledge drive to share information with the community and to raise more funds for the project. Discussion ensued. He also suggested that the Board may consider meeting at other area libraries to see what the others have to offer their communities.

Ms. Martinez suggested that 2013 be a year of unexpected events at the Library. The recent Colorado Celtic Harp Society performance was a success. She would like to see more events like this.

Other New Business

None at this time.

Members’ Choice

Mr. Adams shared that he went to a modern dance performance recently, and enjoyed himself. He also attended recent avalanche training.

Mr. Buchanan had nothing at this time.

Mr. Ernewein shared information on an article he had published in a digital magazine on the value of stories in our lives.

Ms. Pilgrim shared that December 5th was World Volunteer Day and congratulated the whole Board for volunteering.

Ms. Russell shared that she enjoyed the Ken Burns documentary on the Dust Bowl.

Ms. Grazulis shared that her dog has had eye problems and she has been spending quite a bit of time giving great care.

Ms. Wilson shared that Kent Place Fresh Fair opens on December 12th. She is excited for the addition to our community. She shared that we will also soon have a new Einstein Bagels.

Ms. Martinez shared that she has been caring for family business and she will be celebrating the New Year in Las Vegas.

Ms. McNutt shared that she read Hansel and Gretel: The Real Story. It was an incredible mix of fairy tale and WWII history. She loved the pictures that the writing created for her.

Mr. Kelly had nothing at this time. He wished all a Merry Christmas and a Happy New Year.

Ms. Hargrove wished the Board a Happy Holiday.

There being no further business, Mr. Adams adjourned the meeting at 8:00 p.m. The next regular
meeting will be held on Tuesday, January 15th, at 7:00 p.m.
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Michael Buchanan, Amy Martinez, Julie Grazulis, Philippe Ernewein, Stephanie McNutt, Karen Pilgrim, Yvonne Russell.

ABSENT: Vicki Howard (School Board Member) (excused), Tom Kelly (excused), and Jill Wilson (Council Member) (excused)

Also Present: Dorothy Hargrove, Director of Library Services

1-13 That the minutes of the meeting of December 11, 2012 be approved as presented.

Moved by: Mr. Buchanan
Secended by: Ms. Martinez
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams led a short discussion about the reports. Ms. Hargrove pointed out that some figures were unavailable due to the change in software systems, but that updates would be available at the next meeting. The chairs that the Library Board helped purchase have arrived and are already in use by the Library patrons.

Other Old Business

Nothing at this time.

New Business

Library Board Chair's Report

Mr. Adams remarked that he was glad that plans are underway for improvements in the Children's area. He reflected on his memories of the children's space at the library he used as a child in Columbus, Ohio and felt that this positive experience helped cement his love of libraries. The quality of the library space compels and inspires those who visit it. He also mentioned that he felt that any organization, whether a volunteer group or a business group, was successful in no small measure due to an ability to follow through on goals. He felt that the Library's focus would help it to succeed.
Library Director’s Report

Ms. Hargrove reviewed the updated Strategic Plan and the progress made since the start of the new year on specific goals. She reported that the staff and the community were still adjusting to the new Marmot services, but felt that the feedback was overwhelmingly positive. The Friends of the Library has met and is planning activities for 2013, including a used book sale tentatively scheduled for the spring. Ms. Hargrove noted that this Board meeting would be the last for both Ms. Russell and Ms. Pilgrim. She presented each of them a specially selected book for the Library’s collection, inscribed with their names, in recognition of their many years of service to the Library and to the community.

Other New Business

None at this time.

Members’ Choice

Each of the Library Board members shared updates on their personal and professional activities. Everyone expressed appreciation to Ms. Russell and Ms. Pilgrim for their dedication to the Library Board and wished them well in future volunteer activities.

There being no further business, Mr. Adams adjourned the meeting at 7:50 p.m. The next regular meeting will be held on Tuesday, February 12, 2013 at 7:00 p.m.
Call To Order/Roll Call

Chair Mark Adams called the meeting of the Englewood Public Library Board to order at 7:00 p.m.

PRESENT: Mark Adams, Tom Kelly, Vicki Howard (School Board Member), Jill Wilson (Council Member), Christine Challis, Michael Buchanan, Amy Martinez, Stephanie McNutt, and Michelle Mayer.

ABSENT: Julie Grazulis (unexcused), and Philippe Ernewein (excused).

Also Present: Dorothy Hargrove, Director of Library Services and Deb Parker, Recording Secretary.

2-13 - That the minutes of the meeting of January 15, 2013 be approved as presented.

Moved by: Ms. McNutt
Seconded by: Mr. Buchanan
The Motion passed unanimously.

Monthly Statistical and Financial Reports

Mr. Adams led a short discussion about the reports. Ms. Hargrove shared that are some changes to the Statistical report in an effort to streamline the information and share the most valuable stats.

Other Old Business

Ms. Hargrove shared the Strategic Plan and explained that monthly changes will be tracked. This will include the numbers for each digital download product, per Mr. Buchanan’s request. The goal for 2013 will be to have at least one program a month. She shared that New York Times bestselling author, C. J. Box will be here on Saturday, April 6th and she would love to see the Board in attendance. It will be at 2:00 pm in Hampden Hall.

Ms. Hargrove explained that the Librarians plan to do outreach to the local businesses, as an added community outreach beyond the schools. She also explained our coordinated efforts with the Sheridan Library to provide them with space on Saturday mornings for the English Conversation Group.

New Business

Library Board Chair’s Report

Mr. Adams stated that he is enjoying the changes and development within the Library. He is excited for continued growth. He welcomed Ms. Challis and Ms. Mayer to the Board.
Library Director’s Report

Ms. Hargrove shared that the upcoming Business Summit on February 26th will boast two economic speakers and should allow for Hampden Hall to be seen by more people. She shared that if Board members were interested in attending to let her know.

Other New Business

Ms. Hargrove asked the Board to begin thinking about where they would like to see their budget spent this year.

Mr. Adams let the Board know that it is once again time for appointment of the Chair and Vice Chair.

3-13 – Ms. McNutt nominated Mr. Adams as Chair of the Library Board
Mr. Buchanan seconded
The appointment passed unanimously

4-13 – Mr. Kelly nominated Mr. Buchanan as the Vice Chair of the Library Board
Ms. McNutt seconded
The appointment passed unanimously

Mr. Adams thanked the Board for their continued faith in his leadership and looks forward to another successful year. Mr. Buchanan also thanked the Board for their confidence in his leadership and he will continue to serve the Board to the best of his abilities.

Members’ Choice

Each of the Library Board members shared updates on their personal and professional activities. Everyone expressed appreciation to Ms. Challis and Ms. Mayer for their interest in serving the Library Board.

There being no further business, Mr. Adams adjourned the meeting at 8:28 p.m. The next regular meeting will be held on Tuesday, March 12, 2013 at 7:00 p.m.
Englewood Code Enforcement Advisory Committee
Meeting Minutes
Wednesday January 17, 2013

I. Call to Order
Meeting called to order by Chair: Linda Hart  Time: 6:32 p.m.

Roll Call
Members Present: S. Bayless, L. Hart, H. Roberts, D. Cohn, M. Berger, J. Jordan, B. McCaslin
Members Absent:
Council Member:  R. Gillit absent and excused
Ex-officio Members Present:  M. Flaherty, M. McKay
Guests: None

II. Approval of Minutes
Member S. Bayless made a motion to approve the minutes for September 19, 2012. The motion was seconded by Member D. Cohn. The minutes were unanimously approved.

II. Open Public Forum
Guest: None

IV. New Business
A. Sgt. McKay informed the committee that two (2) new Code Enforcement Officers have been hired. They are currently in training which will take approximately eight weeks. There are now a total of four (4) Code Officers. Sgt. McKay also stated that the current time requirement for Notice of Violation is seven (7) days and a Posting Notice is currently 14 days. The Police Department is cooperating with the Prosecuting Attorney to better address habitual violators. Sgt. McKay suggested that no CEAC action be recommended at this time and allow an opportunity for EPD & CAO to work on improvements. Council Member B. McCaslin agrees; the problem mainly lies with habitual offenders and it may be harmful to responsible citizens if we move toward more strict enforcement.

V. Unfinished Business
A. None

VI. Code Enforcement September, October, November, December Statistical Report
Sgt. M. McKay reported Code Enforcement efforts have been low due to staff vacancies. Staff has been reactive rather than proactive during the last quarter of 2012. December 2012 activity has been concentrated on snow removal violations following snow storms prior to and following Christmas.

Comments/Discussion:

VII: Topics for Next Meeting
A. Member B. McCaslin discussed hotel/motel enforcement needs. However; this is not an issue for CEAC.

IX. Adjournment
Motion by Member H. Roberts to adjourn and seconded by Member J. Jordan and was unanimously approved by all.  Time Adjourned: 7:00 p.m.