

Council Request Update

January 7, 2016

Council Request 15-236 (Fire Service Comparisons)

Requested by: Council Member Yates

Assigned to: City Manager's Office

Request: Request for a comparison/analysis of fire service delivery options.

Response: The attached memo from City Manager Eric Keck provides the requested comparison.

Council Request 15-245 (4020 S. Pearl Alley Light Billing - Xcel)

Requested by: Council Member Olson

Assigned to: Public Works

Request: Request for staff to respond to resident concerns regarding Xcel Energy charges for a mid-block street light in the alley behind 4020 South Pearl Street.

Response: The attached memo from Deputy Public Works Director Dave Henderson notes that the homeowner contacted Xcel Energy and had the service disconnected.

Council Request 16-004 (Streaming Video Update)

Requested by: Mayor Pro Tem Gillit

Assigned to: City Manager's Office

Request: Request for an update and cost estimate on streaming videos of City Council meetings.

Response: The attached memo from City Manager Eric Keck provides the requested update.

Council Request 16-006 (Ordinance Enforcement Inquiry)

Requested by: Council Member Yates

Assigned to: Police, Community Development, etc.

Request: Can ordinance enforcement activity be rolled into one department or is it just too specialized to have it combined?

Response: The attached memo from Chief Collins provides a response.

Council Request 16-011 (Code Enforcement Requests/Outcomes)

Requested by: Council Member Barrentine

Assigned to: Police Department (Code Enforcement)

Request: Request for an update on Code Enforcement requests submitted by a resident who addressed City Council at the January 4, 2016 meeting.

Response: The attached memo from Code Enforcement Supervisor Sergeant McGrath provides the requested detail.

Council Request 16-012 (Green Initiatives Update)

Requested by: Council Member Martinez

Assigned to: City Manager's Office

Request: Request for a listing of environmental initiatives the City has undertaken.

Response: A broad list of environmental initiatives (both internal and public programs) is included on the City's website. A copy of the web page is attached.

Council Request 16-013 (EPD Response to recent business burglaries)

Requested by: Mayor Jefferson

Assigned to: Police Department

Request: Request for a response from the Police Department regarding the spate of recent business burglaries.

Response: The attached memo from Commander Watson provides details on the recent burglaries.

2015 COUNCIL REQUESTS

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
15-216	10/23/2015	S	Penn	Early morning Construction Activity - Swedish	PD	10/27/2015		10/26/2015
15-217	11/2/2015	I	Olson	Marijuana Social Clubs Subcommittee Roster	FAS	11/5/2015		11/4/2015
15-218	11/2/2015	I	Jefferson	iBake Violations/Complaints	PD/CD	11/5/2015		11/10/2015
15-219	11/2/2015	S	McCaslin	Cultural Arts Sculpture Review	PR	11/5/2015		11/6/2015
15-220	11/2/2015	I	Wilson	Motel Inspections - Smoking Rooms State Statute	PD	11/5/2015		11/9/2015
15-221	11/2/2015	I	Jefferson	Study Session - ESBDC Loans	CD/CMO	11/5/2015		11/4/2015
15-222	11/3/2015	I	Yates	Small Lot Inquiry	CD	11/5/2015		11/12/2015
15-223	11/3/2015	I	Yates	3200 S. Downing/Corona Alley Code Violations	PD	11/5/2015		11/12/2015
15-224	11/3/2015	I	Yates	4635 S. Pearl Urban Lot Appeal - P&Z Background	CD	11/6/2015		11/12/2015
15-225	11/4/2015	I	Penn	Traffic Counts	PW	11/6/2015		11/9/2015
15-226	11/12/2015	I	Gillit	W. Grand Ave. Police Activity	PD	11/16/2015		11/12/2015
15-227	11/12/2015	I	Resident	City Attorney Resignation & Contract	CAO	11/16/2015		11/12/2015
15-228	11/16/2015	S	Jefferson	School Board/City Council Meeting	CMO	11/19/2015		11/17/2015
15-229	11/17/2015	I	Barrentine	Appeal Decision Notification Protocol	CD	11/20/2015		11/19/2015
15-230	12/7/2015	I	Gillit	RV - possible residence	CD/PD	12/10/2015		12/11/2015
15-231	12/7/2015	S	Olson	Meetings with Swedish and Craig CEOs	CMO	12/10/2015		12/8/2015
15-232	12/7/2015	S	Olson	Tri-Cities Meeting + Schedule	CMO	12/10/2015		12/8/2015
15-233	12/9/2015	I	Gillit	Massage Studios Licensing Inquiry	FAS	12/11/2015		12/14/2015
15-234	12/8/2015	S	Barrentine	Board & Commission Minutes on Web	CMO	12/10/2015		12/8/2015
15-235	12/8/2015	I	Barrentine	4088 S. Sherman Welfare Check	PD	12/10/2015		12/11/2015
15-236	12/14/2015	I	Yates	Fire Service Comparisons	CMO	12/16/2015		12/30/2015
15-237	12/14/2015	I	Jefferson	Lehigh Parking Problems	PD	12/16/2015		12/16/2015
15-238	12/15/2015	S	Olson	Trash - 3200 block S. Broadway	PW	12/17/2015		12/28/2015
15-239	12/15/2015	I	Barrentine	EHA Meetings Posted on Website	CMO	12/17/2015		12/15/2015
15-240	12/15/2015	I	Barrentine	Board of Adjustment Authority/Cancellations	CD	12/17/2015		12/28/2015
15-241	12/15/2015	I	Yates	Council Schedules - Board & Commission Mtgs.	CMO	12/17/2015		12/15/2015
15-242	12/15/2015	I	Barrentine	Posting Mayor/Manager Meetings	CMO	12/17/2015		12/15/2015
15-243	12/18/2015	S	Jefferson	Street Conditions near Charles Hay Elementary	PW	12/22/2015		12/28/2015
15-244	12/21/2015	S	Gillit	Snowboarding in Belleview Park	PR/PD	12/28/2015		12/23/2015
15-245	12/22/2015	I	Olson	4020 S. Pearl Alley Light Billing (Xcel)	PW	12/28/2015		1/7/2016
15-246	12/22/2015	I	Barrentine	EHA Agendas and Minutes Posted on Web	CMO	12/28/2015		12/22/2015
15-247	12/22/2015	I	Gillit	Fox & Tufts Property Inquiry	CD	12/28/2015		12/23/2015
15-248	12/29/2015	I	Gillit	Massage Facilities Regulations	CAO	1/4/2016		12/30/2015

S = Service
I = Information

CA - City Attorney; CMO - City Manager's Office; CD - Community Development; EEF - Englewood Environmental Foundation
FAS - Finance and Administrative Services; FD - Fire Department; LIB - Library; MC - Municipal Court; PR - Parks and Recreation;
PW - Public Works; PD - Police Department; UT - Utilities; WW = Wastewater Treatment Plant

2016 COUNCIL REQUESTS

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-001	1/4/2016	I	Olson	Parks & Recreation Grant Totals (2005-2015)	PRL	1/7/2016		
16-002	1/4/2016	I	Jefferson	Denver Fire Response Time (S. Lincoln)	CMO	1/7/2016		
16-003	1/4/2016	I	Gillit	Miller Field Inquiry re: Library Feasibility	CAO	1/7/2016		
16-004	1/4/2016	I	Gillit	Streaming Video Update/Cost Estimate	CMO	1/7/2016		1/6/2016
16-005	1/4/2016	I	Gillit	Platte River Trail Construction Costs	PRL	1/7/2016		
16-006	1/4/2016	I	Yates	Ordinance Enforcement Inquiry	CD etc.	1/7/2016		
16-007	1/4/2016	I	Yates	Fire Authority Inquiry	CMO	1/7/2016		
16-008	1/4/2016	I	Barrentine	Study Session: Colorado Freedom of Info Assn.	CMO	1/7/2016		
16-009	1/4/2016	S	Jefferson	Study Session: Denver Fire Department	CMO	1/7/2016		
16-010	1/4/2016	I	Yates	Noise Ordinance Amendment - Construction Hours	CD/CAO	1/7/2016		
16-011	1/4/2016	I	Barrentine	Letkomiller Code Enforcement Requests/Outcomes	PD	1/7/2016		1/7/2016
16-012	1/4/2016	I	Martinez	Green Initiatives Update	CMO	1/7/2016		1/7/2016
16-013	1/4/2016	I	Jefferson	EPD Response to recent Business Burglaries	PD	1/7/2016		1/6/2016
16-014	1/4/2016	I	Yates	Response to Concerns Raised by Mr. Letkomiller	PD/CD/PW	1/7/2016		
16-015	1/6/2016	I	Gillit	Englewood Housing Authority Inquiries	CAO	1/12/2016		

S = Service
I = Information

CA - City Attorney; CMO - City Manager's Office; CD - Community Development; EEF - Englewood Environmental Foundation
FAS - Finance and Administrative Services; PRL - Parks, Recreation Library; MC - Municipal Court; PW - Public Works; PD - Police Department; UT-
Utilities; WW - Wastewater Treatment Plant

TO: Honorable Mayor and Members of the City Council

FROM: Eric A. Keck, City Manager

DATE: 30 December 2015

SUBJECT: Council Request #15-236 Fire Service Comparison

Staff was asked to provide a comparison of different fire service delivery options. Primarily these relate to stand alone fire departments, fire authorities, and fire districts. Furthermore, staff has been asked to objectively point to the pros and cons of each delivery method. This memorandum will outline the differences as well as the steps that would be statutorily mandated to be followed in order to create these entities.

Stand-Alone Fire Department:

This is the most familiar model of fire protection provided by municipal governments. The stand-alone department is governed by a city council and funded by the general fund revenues of the governmental entity. Local control by a city would afford the jurisdiction to determine the fire codes that are adopted as well as the ability to determine levels of service desired for the community.

The downside of a stand-alone department to a smaller city within a major metropolitan area would be the replication of functions that could be performed by larger departments or districts. This replication of service comes at a high cost to cities that might otherwise still provide the service to its residents either by collaborating through a contract for service or joining a special district through a vote of the citizenry.

Fire Special District:

Fire Special Districts are authorized under the Special District Act of Title 32, C.R.S. Under state law, anyone interested in creating a special district must submit a service plan to any governing body that would be included in a district. The service plan would outline the proposed services, the plan for financing the services, estimated capital costs, and proposed indebtedness. The municipality where the proposed district is located is statutorily charged with reviewing and approving a fire district's service plan. If a plan is approved, the citizens impacted by the proposed fire district would have to vote to approve of its creation as well as vote separately on the taxation necessary to fund the district's activities.

A fire special district is governed by a separately elected board of directors. Service levels, staffing, and capital expenditures are all determined by the board of directors. Here in Colorado, fire special districts are found in both rural and urban areas and have been quite successful in the provision of high quality service. The mill levy rates assessed by special districts also typically eclipse those of municipal governments due to the fact that the preponderance of funding these districts comes through ad valorem taxes which are sometimes viewed as a negative for this type of fire service delivery.

Fire Authorities:

Title 29 of the Colorado Revised Statutes allows for the creation of an authority which is considered a political subdivision. A fire authority is a separate legal entity created by intergovernmental agreements between a city and a special district. The process to create the authority would entail a plan for service delivery including costs and indebtedness as well as the governing body of the City agreeing to either the contract payment for service or the vote of the citizenry to pay the same mill levy rate as the special district that is the host for the fire service provision.

The authority model has been used widely in Colorado and the most familiar example here on the Front Range would be South Metro Fire Rescue Authority that serves Parker, Lone Tree, Greenwood Village, Cherry Hills Village, and Centennial. Many of these Denver suburbs originally contracted for fire and rescue services and then ultimately voted to fall under the levy authority of the Authority which is currently 9.25 mills.

I hope that this information assists the Council in understanding the differences in the methods of delivering fire services.

Should you have any questions, please do not hesitate to contact me.

TO: City Council

THROUGH: Eric A. Keck, City Manager

THROUGH: Rick Kahm, Public Works Director

FROM: Dave Henderson, Deputy Public Works Director

DATE: January 7, 2016

**SUBJECT: 40 S. PEARL ST. ALLEY LIGHT
COUNCIL REQUEST NO. 15-245**

A resident addressed City Council regarding a “street light” located on a utility pole in the alley behind her property. The resident recently discovered that Xcel Energy has been billing her \$20 per month for the light since November 14, 2012, and requested reimbursement from the City in the amount of \$720.

The light at this location is not a city street light. It was installed for security purposes at the request of private property owners or tenants in 1982. Public Service Company used to install unmetered light fixtures on their poles for this purpose at the request of private customers. Staff is aware of a few other private lights on Xcel poles. Typically, a neighborhood would split the cost of this security lighting among adjacent residents. As residents moved or sold their properties, agreements would expire and the service cancelled. We do not believe Xcel Energy will accommodate future requests of this type from private parties.

Public Works occasionally receives requests for street lights for security purposes or at mid-block locations. Our long standing policy is to provide street lights at intersections or along major commercial corridors such as Broadway and Hampden Avenue. Residents are advised to contact a licensed electrician for private security lighting.

Xcel Energy owns all 1,651 “street lights” located within Englewood’s public right-of-way. In addition, Xcel owns 137 “area lights”. Area lights are typically located in parks or other City owned properties. The City pays Xcel a monthly fee for maintenance of these lights. Currently, the City budgets approximately \$400,000 for street lighting.

Staff has contacted the resident at 4020 S. Pearl Street. At her request, Xcel disconnected service to this light.

dh/att

c: Leigh Ann Hoffhines



1414 West Hamilton Avenue
P.O. Box 8
Eau Claire, WI 54702-0008

December 11, 2015

VICKI S SODERQUIST
4020 S PEARL ST
ENGLEWOOD CO 80113-4738

Account Number: 53-3593438-6
Service Address: 40 S. Pearl St., Englewood, CO

Dear Vicki S. Soderquist:

Thank you for contacting Xcel Energy. We are happy to assist you.

After speaking with our Outdoor Lighting Department, we can confirm the outdoor light at the property was installed back in 1982. An error occurred somehow when you started service back on 10/01/2008 and you were not being billed properly for the outdoor light. Our Billing Department set up the contract# 902422 on 12/04/2015. Your first bill for the outdoor light was dated 12/17/2012 and was for usage from 11/14/2012 to 12/16/2012.

Customers have the option to have the outdoor light disconnect if they prefer not to pay for the lighting service. However, removing the light and pole completely is discouraged as it may prevent future customers from reconnecting if they should want the outdoor light on.

To speak with our Outdoor Lighting Department please call 303-571-3608.

If you have any other questions, please call our Customer Contact Center at 1-800-895-4999 or visit us at our website www.xcelenergy.com.

Sincerely,

Xcel Energy
Customer Contact Center

TO: Honorable Mayor and Members of the City Council

FROM: Eric A. Keck, City Manager

DATE: 6 January 2016

SUBJECT: Council Request #16-004 Streaming Video Update

Staff has been working diligently to identify a low cost and reliable service to help with the implementation of streaming video for City Council meetings. After considerable research, demonstrations, and proposal reviews, staff has selected the firm of iCompass to provide document management, agenda management and streaming video. The firm iCompass is a Canadian company that was formed by city clerks to provide a low cost, functional, and feature rich suite of products that specifically serve municipal governments.

Council has recently asked the question concerning what the cost of streaming video will be as well as when it will be up and operational. The answer to the first question is that iCompass will be helping the City implement streaming video through the use of an Earth Channel encoder in our council chamber. The cost of the encoder and the first year of service will be \$6,280 which is well within the budgeted amount for this project in the 2016 capital projects budget. Staff is currently working to identify an audio/visual firm that can assist us with the acquisition of the right cameras, their installation, and coordination with Earth Channel/iCompass to have the system operating correctly.

Staff is having a meeting the week of 11 January to identify a local firm that can help with the cameras and installation. This meeting will also chart out the timeline for accomplishing all of the necessary work to implement the technology. We will certainly know more next week about a firm date for launching streaming video of our public meetings.

Should you have any questions, please do not hesitate to contact me.



Memorandum

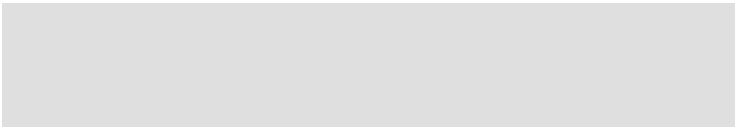
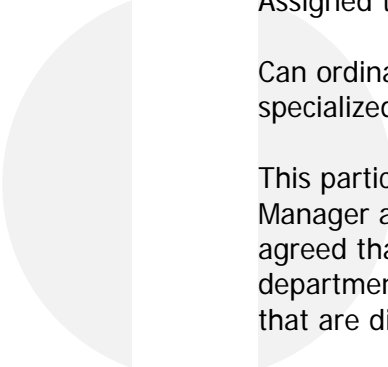
To: Eric Keck, City Manager
CC:
From: John M. Collins, Chief of Police
Date: January 7, 2016
Re: Council Request 16-006

16-006 (Ordinance Enforcement Inquiry)

Requested by: Council Member
Assigned to: PD/CAO/CD

Can ordinance enforcement activity be rolled into one department or is it just too specialized to have it combined?

This particular Council Request was presented to Department Directors by the City Manager at the weekly City Staff meeting on January 5, 2016. All of the Directors agreed that this concept would be too difficult to accomplish. Each City department has developed a significant amount of expertise in those ordinances that are directly related to their respective disciplines.



MEMORANDUM

To: Chief of Police John Collins
From: Sergeant Reid McGrath
Date: January 6, 2016
Subject: Council Request 16-011

Council Request 16-011

Assigned to: Police

Date Assigned: January 5, 2016

Code Enforcement Requests/Outcomes

A request for a list of Code Enforcement requests by a specific family and the outcome of these requests was requested by Council. Code Enforcement recently responded to the below concerns and took the following actions:

3003 S. Sherman St.: construction materials obstructing pedestrian use of sidewalk.
2885 S. Sherman St.: snow and ice covering sidewalk.
2928 S. Lincoln St.: mud erosion obstructing pedestrian use of sidewalk.

On December 30, 2015 Officer C. Faseruk contacted the Dept. of Public Works to obtain the construction sites' owner/contractor information. In turn, the Dept. of Public Works contacted the sites' owners/contractors (Shadow Creek Homes, Master Frame Construction, Mag Builders respectively) and warned same of ordinance violations. On January 6, 2016 Officer C. Faseruk re-inspected the three (3) construction sites and found that the sidewalks at 3003 S. Sherman St and 2885 S. Sherman St. were clear. The sidewalk at 2928 S. Lincoln St., while clear of erosion mud, has a damaged section that needs to be replaced. Officer C. Faseruk contacted the Dept. Of Public Works and was advised that the Dept. continues to work with Mag Builders towards a remedy.

In addition, Officer C. Faseruk submitted historical enforcement activity for the three (3) construction sites:

3003 S. Sherman St.: on September 23, 2015 Officer C. Faseruk responded to a citizen complaint and issued a municipal court summons to Shadow Creek Homes for ordinance violation (airborne dust from construction site) and on November 17, 2015 a disposition was rendered: deferred prosecution.

3003 S. Sherman St.: on May 15, 2015 Officer C. Faseruk self-initiated an inspection and issued a warning for ordinance violations (overgrown grass/weeds and accumulation of trash/litter- tree branches.) On July 11, 2015 the Code Enforcement cases were closed in compliance.

2885 S. Sherman St.: on May 30, 2015 Officer C. Faseruk self-initiated an inspection and issued a warning for ordinance violation (overgrown grass/weeds and accumulation of trash- household items.) On June 27, 2015 the Code Enforcement cases were closed in compliance.

2928 S. Lincoln St.: on June 17, 2015 Officer C. Faseruk self-initiated an inspection and issued a warning for ordinance violations (overgrown grass/weeds.) On July 24, 2015 the Code Enforcement case was closed in compliance.

Code Enforcement has no record of any requests or violations for these locations beyond the above documentation. Code Enforcement Officers have expectations of making timely contact with all persons leaving a phone message or email.

Environmental Initiatives

The City of Englewood is focused on green initiatives aimed at increasing energy efficiency, conserving resources, reducing our waste stream, and increasing fuel savings for City operations.

Public Programs:

- **Recycling** at parks and recreation facilities and events - Recycle bins are located at various recreation facilities (including the Recreation Center, Malley Center, Belleview Park, Broken Tee Englewood, and Pirates Cove) so patrons can recycle plastic bottles, etc.
- **Keep Englewood Beautiful** - Englewood has a citizen board dedicated to environmental concerns. Keep Englewood Beautiful (KEB) is a team of volunteers who work to promote community participation and environmentally responsible behavior through community partnerships. For more information, visit our [KEB page](#).
- **Energy Efficient Englewood** - The City of Englewood offers a grant program to help low- and moderate-income homeowners update their homes to be more energy efficient. To learn more about the program, visit our [Energy Efficient Englewood](#) page.
- **Household Hazardous Waste Roundup** - Each fall the City holds a drop-off event that helps residents safely dispose of hazardous household chemicals. For details, visit our [Keep Englewood Beautiful](#) page.
- **Leaf & Tire Drop-Off** - Each November Englewood offers residents an opportunity to drop off their fall leaves and old tires for recycling. For more information, visit our [Keep Englewood Beautiful](#) page.
- **Additional Resources for Residents**
 - Governor's Energy Office: www.rechargecolorado.com
 - Colorado Carbon Fund: www.coloradocarbonfund.org

Internal Operations Here are a few of the green initiatives the City of Englewood has undertaken in its internal operations:

- **Solar Energy**
 - Solar Panels: Photovoltaic solar panels have been placed on four City facilities: The Englewood Civic Center, the Malley Senior Recreation Center, the Englewood Service Center, and the Police/Fire Complex. Englewood's energy services company, Ameresco, installed the systems and is responsible for their maintenance and operation. The City pays only for the energy the panels produce, a significant cost-savings over our previous energy costs.
 - Solar Garden: Englewood participates in Xcel Energy's "Solar Rewards Community" program and purchased solar panels at Xcel's Arapahoe County solar array. The panels offset the costs of the Belleview Park pumping station, which saves approximately \$500 per month on energy bills.
- **Energy efficiency**
 - **City-wide Energy Conservation Measures** - Through a collaborative effort with the Governor's Energy Office, Englewood launched an aggressive energy conservation program that has significantly reduced energy-related costs. The measures have covered weatherization, heat and hot water improvements, electrical improvements, and water conservation measures. The initiative has been paid for through the energy-savings associated with the measures.
 - **Lighting** - The City has installed energy-efficient lighting in all facilities (and even in our traffic signals!) In addition, most of the lights throughout our facilities turn off automatically when the rooms are not in use.
 - **HVAC Upgrades** - Recent upgrades at the Civic Center and the Recreation Center have increased energy efficiencies that result in significant energy cost savings.
 - **Technology initiatives** - Several of our departments use enhanced technology to save staff time, energy, and resources on projects like electronic records and forms, virtual servers, and interagency file-sharing.
- **Recycling efforts**

- **Single-stream recycling** - Using grant funding from Keep America Beautiful, we implemented a single-stream recycling program at all City facilities in 2009. Employees recycle cardboard, plastics, cans, packaging materials, and more, significantly reducing the amount of trash that goes into the landfill. The recycling program is overseen by a team of employees that includes a representative from each department.
- **Office supplies** - Employees have participated in an office paper recycling program since 1999 and have an ongoing commitment to recycle paper and other office supplies.
- **Plastic** - Recycled plastic bags are used in the dog parks and other parks.
- **Operational materials** - We recycle as many materials as possible from our dally operations, including asphalt (which is recycled for street paving/patching projects); metal from old street signs, traffic signs, and water meters; and fleet supplies such as tires, auto batteries, and motor oil.
- **Styrofoam free** - The Malley Center has been styrofoam free since 2009. The facility uses recyclable materials through the Sustainable Forestry Initiative.
- **Resource conservation**
 - **Water** - Our Parks Division conserves water by using only nonpotable water for irrigation at the golf course and park facilities and by taking turf management measures to reduce water usage.
 - **Irrigation system** - Englewood's parks are controlled by a computerized irrigation system to ensure they receive only as much water as they need.
 - **Water bottle fill stations** - Both recreation centers have fill stations so patrons and staff can fill their own water bottles, reducing the use of plastic water bottles.
 - **Process optimization** - The Littleton/Englewood Wastewater Treatment Plant has an Energy Improvement Program in place and has implemented a number of process changes that save energy. The Allen Water Treatment Plant also focuses on conservation improvements. Initiatives at both plants include off-peak energy use; use of variable frequency drives at pumping stations that adjust water flows based on need; and using equipment more efficiently to reduce electrical costs.
- **Fleet Initiatives**
 - **Alternative Fuels** - The majority of the City's fleet vehicles use biodiesel blends, increasing fuel efficiency and reducing emissions. The fleet also contains a number of Compressed Natural Gas vehicles and two hybrid electric vehicles.
 - **Electric Golf Carts** - All the golf carts at Broken Tee Englewood Golf Course have been converted from gas to electric.
- **Environmental Safety**
 - **Ozone reduction program** - We participate in the Regional Air Quality Council's program to test gas caps on all fleet vehicles during summer months to reduce hydrocarbon emissions
 - **Emissions standards** - All older diesel equipment has been retrofitted with catalyst and exhaust gas recirculation (EGR) systems to meet emission standards
 - **Cleaning materials** - Over the last few years our custodial crews have transitioned to environmentally-friendly biodegradable, non-toxic cleaning supplies in all City facilities.
 - **Soy-based inks** -The City's in-house print shop uses all soy-based inks on its printing press (a healthier alternative to traditional petroleum-based inks).

MEMORANDUM

To: Police Chief John Collins
From: Commander Sam Watson
Date: January 6, 2016
Subject: Council Request 16-13

16-013 (EPD Response to Recent Business Burglaries)

Requested by: Mayor Jefferson
Assigned to: Police Department

Please send out a memorandum on the Police Department's response to the smash and grab robberies that have recently occurred?

On January 3, 2016, between the hours of 1:48 AM and 8:03 AM there were a series of burglaries reported to Englewood Police that occurred in the 2700 – 3300 blocks of S. Broadway. As the method of operation was similar for all of these events, it is believed that they are all related. Additionally, other agencies in the metro area experienced similar events that are believed to be related to these Englewood “smash and grab” burglaries. These “smash and grab” burglaries are being investigated collaboratively by our Detective Bureau as well other police agencies and currently there are positive leads that are being explored.

When the burglaries were occurring, the police patrol shift that was on duty consisted of four officers and one sergeant. These officers were on another call for service (which occurred at 1:19 AM) that was critical in nature (felony menacing, burglary in progress – man with a knife call). As soon as the first “smash and grab” burglary was reported (at 1:48 AM by an alarm company) to our communications center, an officer was dispatched from the other call and promptly arrived on scene. The subsequent “smash and grab” burglaries were reported at 4:20, 4:35, 4:51, 5:22, 5:23, 7:46, 8:03, (all in the AM). It should be noted that only two of these businesses had an alarm that reported the intrusion, the rest were reported by people passing by or employees as they arrived to work. Additionally, during this same time frame Englewood Officers responded to a series of other unrelated calls for service (suicidal person, assist another agency with a pursuit, home burglary, two suspicious incidents, and a burglary to a business).

Under the direction of Chief Collins, our officers dedicate a significant portion of their free/available patrol time to areas with high crime, high calls for service or other areas that require police attention. This includes the Broadway corridor as these type of (“smash and grab”) incidents have occurred in the past. Police patrol tactics include directed patrols, use of unmarked cars, foot and bicycle patrols and static/covert surveillance in an attempt to curb this and other types of crime. In fact, last year there were two occasions where Englewood Patrol Officers helped solve a rash of (“smash and grab”) burglaries by using these types of tactics. One arrest was made by Aurora Police partially based on information that was provided by Englewood Patrol Officers and the second by Douglas County Sheriff's Office who were able to file a Federal organized crime case using information provided by Englewood Officers, in both of these cases leads were developed using the tactics described above.

The Police Community Relations Specialist has reached out to the business community in the past to offer our services on crime prevention tips. Some businesses have taken advantage of this service while many have not. We will “reach out” again, specifically to the businesses who were burglarized to offer our crime prevention services. Also information on this incident has been distributed to the community via “NextDoor.”