

Council Request Update

Sept. 8, 2016

Council Request: 16-163 (Park-in-Lieu Fees)

Assigned to: FAS

Request: Request for information on where park-in-lieu fees go.

Response: According to Finance and Administrative Services Director Kathleen Rinkel, the park-in-lieu fees are deposited into the Donors Fund.

Council Request: 16-167 (Total Employee Count)

Assigned to: FAS

Request: Request for the total number of employees including augmented.

Response: Response attached.

Council Request: 16-170 (Felony Arrest Breakdowns)

Assigned to: Police

Request: Request for a breakdown of felony arrests.

Response: Response attached.

Council Request: 16-172 (Intersection Enhanced in 2017)

Assigned to: Public Works

Request: Request for a list of intersections that will be enhanced in 2017.

Response: Response attached.

Council Request: 16-174 (SBA's Start Up in a Day)

Assigned to: Community Development

Request: Request for information on when SBA's Business-in-a-Day will be ready to go.

Response: According to Economic Development Manager Darren Hollingsworth, the Startup-in-a-Day proclamation will be on the October 3 City Council agenda.

Council Request: 16-175 (West Paseo Funding)

Assigned to: Community Development

Request: Request for information on where the funding for the reconstruction of West Paseo came from.

Response: According to Senior Planner Harold Stitt, funding came from three sources.

2016 COUNCIL REQUESTS

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-039	2/1/2016	I	Barrentine	Charter Review - Council Voting/Abstentions	CAO	2/4/2016		
16-040	2/1/2016	I	Olson	Study Session: Green Vehicle Policy Review	CMO/PW	2/4/2016		2/3/2016
16-041	2/1/2016	I	Yates	Background: Public Intoxication Ordinance	PD	2/4/2016		2/2/2016
16-042	2/1/2016	I	Russell	Sewer Issue - 3400 block South Broadway	CD	2/4/2016		2/3/2016
16-043	2/1/2016	I	Jefferson	Business Notification of Regulation Changes	CMO/ALL	2/4/2016		2/3/2016
16-044	2/1/2016	I	Martinez	Service Line Warranty Cancellation Letter	CMO	2/4/2016		2/24/2016
16-045	2/1/2016	I	Martinez	Clayton Elementary Street Conditions (snow)	PW	2/4/2016		2/23/2016
16-046	2/1/2016	I	Martinez	CityCenter Evening Meeting Security	PD/EEF	2/4/2016		3/21/2016
16-047	2/1/2016	I	Council	Citizen of the Century Selection Information	CMO	2/4/2016		2/3/2016
16-048	2/3/2016	I	Jefferson	Englewood Depot Snow Removal Inquiry	PR	2/5/2016		3/4/2016
16-049	2/9/2016	I	Yates	Construction Defects Ordinance	CAO	2/12/2016		2/12/2016
16-050	2/13/2016	I	Barrentine	Economic Development Incentives Inquiry	CD	2/16/2016		2/16/2016
16-051	2/16/2016	S	Barrentine	Mayor/Manager/Attorney Mtg. Audio	CMO	2/19/2016		2/19/2016
16-052	2/16/2016	S	Barrentine	Meeting Audio Solution	CMO/IT	2/19/2016		2/23/2016
16-053	2/16/2016	S	Olson	Simon Center Sexual Harrassment Claims	PD	2/19/2016		2/19/2016
16-054	2/16/2016	S	Barrentine	Paseo Fence Inquiry	CD	2/19/2016		2/19/2016
16-055	2/22/2016	I	Council	FunFest Follow-up	PRL	2/25/2016		2/24/2016
16-056	3/1/2016	I	Barrentine	Paseo Fence Inquiry - Follow-up	CD	3/3/2016		3/2/2016
16-057	3/3/2016	S	Jefferson	Floyd & Bannock Code/Crime Concerns	PD	3/4/2016		3/7/2016
16-058	3/14/2016	I	Jefferson	Cherokee Kivas Construction Project Update	CD	3/17/2016		3/17/2016
16-059	3/14/2016	I	Olson	OpenEnglewood Statistics	FAS	3/17/2016		3/15/2016
16-060	3/14/2016	I	Olson	Comp. Plan Clarification - Belleview/Broadway	CD	3/17/2016		3/17/2016
16-061	3/14/2016	I	Jefferson	Microphones - Community Room	CMO	3/17/2016		3/15/2016
16-062	3/14/2016	I	Jefferson	Denver Fire - Late-night Lights and Sirens	CMO/PW	3/17/2016		4/7/2016
16-063	3/16/2016	I	Gillit	S. Lipan Code Violations - Trash	PD	3/21/2016		3/23/2016
16-064	3/18/2016	I	Gillit	3398 W. Grand Ave. -Remodelling Permit	CD	3/22/2016		3/18/2016
16-065	3/21/2016	I	Council	Inquiries re: Marijuana Social Clubs	CAO	3/24/2016		4/11/2016
16-066	3/21/2016	I	Olson	Revenue Comparison Chart	FAS	3/24/2016		3/30/2016
16-067	3/21/2016	I	Olson	Financial Report - Color Consistency	FAS	3/24/2016		3/30/2016
16-068	3/21/2016	I	Barrentine	Code Enforcement Stats - Last 12 years	PD	3/24/2016		3/31/2016
16-069	3/21/2016	I	Barrentine	Alta Cherry Hills - Map Corrections	CD	3/24/2016		3/30/2016
16-070	3/21/2016	I	Yates	City Ditch/Private Property Fencing	UT/PW	3/24/2016		4/18/2016
16-071	3/21/2016	I	Council	Economic Development Incentive Policy Update	CD	3/24/2016		3/24/2016
16-072	3/28/2016	I	Jefferson	ACE Business Survey Results to Council	CD	3/31/2016		3/29/2016

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Utilities; WW - Wastewater Treatment Plant

Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-073	3/28/2016	I	Olson	Street Conditions - Xcel Energy Follow-up	PW	3/31/2016		4/1/2016
16-074	3/28/2016	I	Jefferson	Englewood Marketing Plan	CMO/CD	3/31/2016		3/30/2016
16-075	3/28/2016	I	Barrentine	Littleton Police Facility Renovation	CMO	3/31/2016		4/29/2016
16-076	3/29/2016	I	Olson	Economic Incentives Analysis	CD/FAS	3/31/2016		4/27/2016
16-077	4/5/2016	I	Olson	Equal Employment Opportunity- Job Posts, EEO La	FAS	4/8/2016		6/29/2016
16-078	4/5/2016	I	Olson	Cherokee Kivas - Meeting Update	BD/CMO/CA/CD	4/8/2016		4/11/2016
16-079	4/5/2016	I	Council	New Comp Plan - Arts & Crafts Home Preservation	CD	4/8/2016		4/6/2016
16-080	4/5/2016	I	Gillit	Checklist for building projects/remodels	BD	4/8/2016		4/7/2016
16-081	4/5/2016	I	Yates	Over-the-counter permitting for 10 most Common	BD	4/8/2016		4/7/2016
16-082	4/5/2016	I	Barrentine	Report of all EMRF expenses since 1999	FAS	4/8/2016		4/20/2016
16-083	4/6/2016	S	Jefferson	E-Notifications for Community Development NewsCommunications		4/8/2016		4/6/2016
16-084	4/7/2016	I	Gillit	4856 S. Lipan St. trailer parked illegally in front of a	PD	4/11/2016		4/7/2016
16-085	4/11/2016	I	Gillit	Status and type of tenant that will use space at Oxf	CD	4/14/2016		4/11/2016
16-086	4/11/2016	I	Jefferson	Englewood specific unemployment stats	CMO	4/15/2016		5/9/2016
16-087	4/11/2016	I	Olson	Impact of industrial development in a 1st tier subur	CD	4/15/2016		4/14/2016
16-088	4/11/2016	I	Olson	A primer sheet on the PUD process	CD	4/15/2016		4/14/2016
16-089	4/11/2016	I	Jefferson	Residential development positive/negative to a co	CD	4/15/2016		4/14/2016
16-090	4/11/2016	I	Council	Will TIF be generated from General Ironworks site?	CD/FAS	4/15/2016		5/4/2016
16-091	4/11/2016	I	Russell	Role of Council liaison to a Board/Commission	CMO	4/15/2016		4/27/2016
16-092	4/12/2016	I	Yates	What code requires the use of General Contractor	CD	4/15/2016		4/13/2016
16-093	4/12/2016	I	Yates	Cost to have SAFEbuilt run Building Department	CD/FAS	4/15/2016		5/4/2016
16-094	4/18/2016	I	Barrentine	Process of moving alternate to regular on B&Cs	CMO	4/21/2016		4/19/2016
16-095	4/18/2016	I	Yates	Provide the code that requires the use of General C	CD	4/21/2016		4/21/2016
16-096	4/21/2016	S	Jefferson	Get the lights working on gateway entry sign 2700 S	PR&L	4/26/2016		5/6/2016
16-097	4/25/2016	I	Russell	List of all zone changes in past 5 years	CD	4/28/2016		4/28/2016
16-098	4/25/2016	I	Barrentine	Unsafe tree 4898 S. Lincoln St.	CAO/PD	4/28/2016		6/9/2016
16-099	4/28/2016	I	Barrentine	Minutes from Council meeting re: Eminent domain	CD	5/3/2016		4/29/2016
16-100	4/28/2016	I	Barrentine	The process which established Englewood Housing	CAO/CMO	5/3/2016		
16-101	5/9/2016	I	Yates	What kind of home improvements are ok without a	CD	5/12/2016		5/11/2016
16-102	5/9/2016	I	Barrentine	Look into a library fine	Library	5/12/2016		5/10/2016
16-103	5/11/2016	I	Barrentine	Does Downtown Development Authority still exist?	CD	5/16/2016		5/12/2016
16-104	5/11/2016	I	Barrentine	Does the special fund for collection of TIF still exist?	CD	5/16/2016		5/12/2016
16-105	5/11/2016	I	Barrentine	Why use a failed marketing concept from 1982 in pr	CD	5/16/2016		5/12/2016
16-106	5/11/2016	I	Barrentine	Do covenants mentioned on page 30 of Downtown	CD	5/16/2016		5/12/2016
16-107	5/11/2016	I	Barrentine	Does Medici have zoning in place? Is zoning consist	CD	5/16/2016		5/12/2016
16-108	5/11/2016	I	Barrentine	Was the permanent management structure on pag	CD	5/16/2016		5/12/2016

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Number	Request Date	Request Type	Requested by	Request	Assigned To	Due Date	Follow-up Date	Date Completed
16-109	5/11/2016	I	Barrentine	Details on sales tax increment collected from Cinde	CD	5/16/2016		5/12/2016
16-110	5/11/2016	I	Barrentine	If TIF has expired, verify no funds, taxes or any incre	CD	5/16/2016		5/12/2016
16-111	5/13/2016	I	Yates	List the number of DUIs and fatalities by drivers co	PD	5/18/2016		5/16/2016
16-112	5/23/2016	I	Barrentine	Verbiage related to historic preservation removed f	CD	5/26/2016		5/26/2016
16-113	5/23/2016	I	Jefferson	P&Z examine lot coverage and bulk plane analysis	CD	5/26/2016		
16-114	5/23/2016	I	Olson	City Manager update on operational plan progress	CMO	5/26/2016		9/12/2016
16-115	5/23/2016	I	Barrentine	Analysis for housing in industrial areas and MU B1	CD	5/26/2016		5/26/2016
16-116	5/23/2016	I	Yates	What Kimco could do with their property under MU	CD	5/26/2016		5/26/2016
16-117	5/23/2016	I	Jefferson	City Manager analyze TIF issues related to General I	CMO/CD	5/26/2016		6/2/2016
16-118	5/31/2016	I	Gillit	Chicken waste and chicken odor in alley behind Aco	PD	6/6/2016		6/3/2016
16-119	6/6/2016	S	Jefferson	Add 2-board limit and 1-board limit for quasi-judicia	CMO	6/9/2016		6/7/2016
16-120	6/20/2016	I	Jefferson	Copy of Arapahoe County Strategic Plan and Scorec	CMO	6/23/2016		6/21/2016
16-121	6/20/2016	I	Barrentine	Cost of Bob Widner's legal opinion and post it on w	CMO	6/23/2016		7/26/2016
16-122	6/20/2016	I	Barrentine	Work on inaccuracies brought up 6/20 in tree debat	CAO	6/29/2016		7/26/2016
16-123	6/27/2016	I	Gillit	3398 W. Monmouth - weeds along the house	PD	6/30/2016		6/29/2016
16-124	6/27/2016	I	Barrentine	What ordinance allows the City to hang banners on	PW	6/30/2016		7/1/2016
16-125	6/27/2016	I	Barrentine	Condition of low voltage lighting focusing on Paseo	PW	6/30/2016		7/1/2016
16-126	6/27/2016	I	Barrentine	Who has control over lights/electrical at Paseo	PW	6/30/2016		7/1/2016
16-127	6/27/2016	I	Barrentine	Lifespan of improvements/Current cost of mainten	PW	6/30/2016		7/1/2016
16-128	6/27/2016	S	Barrentine	Speed reduced 3400 block of Broadway	PW	6/30/2016		7/1/2016
16-129	6/27/2016	S	Jefferson	Festive Lighting on Broadway all year	PW	6/30/2016		8/8/2016
16-130	6/27/2016	I	Barrentine	Cost of holiday lighting each year	P, R & L	6/30/2016		7/1/2016
16-131	6/27/2016	S	Barrentine	Work with Broadway businesses on improvements	PW	6/30/2016		7/1/2016
16-132	6/27/2016	I	Barrentine	How much BID funding was spent? How much is lef	FAS	6/30/2016		7/1/2016
16-133	6/29/2016	I	Gillit	RV parked on street at 4888 S. Lipan St.	PD	7/1/2016		7/1/2016
16-134	7/11/2016	I	Martinez	Current status of code issues at 4230 S. Galapago	PD	7/14/2016		7/21/2016
16-135	7/18/2016	I	Olson	Report of FMLA leave request for Ken Kloewer and	HR	7/27/2016		7/25/2016
16-136	7/18/2016	S	Olson	Townhall meeting on the Allen Plant and managem	CMO	7/27/2016		8/1/2016
16-137	7/18/2016	I	Jefferson	Public works respond to Letkomiller's concerns wit	PW	7/27/2016		7/26/2016
16-138	7/18/2016	I	Barrentine	Where is the data for testing the residuals from 201	Utilities	7/27/2016		7/25/2016
16-139	7/18/2016	I	Martinez	Original iBake business application	FAS	7/27/2016		7/27/2016
16-140	7/25/2016	I	Jefferson	Look into Zagster bike sharing program and cost to	CD	7/29/2016		7/27/2016
16-141	7/25/2016	I	Yates	All the options we already have looked at for PD fac	CMO & PW	7/29/2016		7/27/2016
16-142	7/25/2016	S	Olson	Table tents to stand upright during Study Sessions	CMO	7/29/2016		7/28/2016
16-143	7/27/2016	S	Gillit	Monmouth/Grand Overgrown Weeds/Grass	PD	8/1/2016		7/29/2016
16-144	7/27/2016	S	Gillit	S. Lipan Parking Concerns	PD	8/1/2016		7/29/2016

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16-145	7/27/2016	S	Gillit	W. Belleview Overgrown Weeds/Grass	PD	8/1/2016		7/29/2016
16-146	7/27/2016	S	Gillit	Belleview/Broadway Code Violations Follow-up	PD	8/1/2016		7/29/2016
16-147	7/29/2016	I	Jefferson	Headed West Variance for Multi-Family Residential	CD	8/3/2016		8/4/2016
16-148	7/29/2016	I	Jefferson	3749 S. Elati St. history of code enforcement activit	PD	8/3/2016		8/4/2016
16-149	8/1/2016	I	Olson	Tri-County Health report on cancer rates in Englew	HR	8/4/2016		8/9/2016
16-150	8/1/2016	I	Olson	Post polling results online	CMO	8/4/2016		8/2/2016
16-151	8/1/2016	I	Olson	Process for Title 7 sex offenders	PD	8/4/2016		8/4/2016
16-152	8/1/2016	I	Olson	Fact Sheet on history of EEF	PW	8/4/2016		
16-153	8/1/2016	I	Jefferson	Written policy on operation of EEF (SLA)	PW	8/4/2016		
16-154	8/1/2016	S	Olson	Mics for all Councilmembers in Community Room	CMO	8/4/2016		8/4/2016
16-155	8/2/2016	I	Gillit	4600 S. Lipan trailer parked on the street	PD	8/5/2016		8/4/2016
16-156	8/2/2016	I	Jefferson	Status of code enforcement with old Simply the Bes	CD	8/5/2016		8/4/2016
16-157	8/4/2016	S	Gillit	No permit on a house under construction on S. Inca	PD	8/4/2016		8/9/2016
16-158	8/5/2016	S	Olson	LED streetlights too bright on Clarkson	PW	8/5/2016		8/9/2016
16-159	8/11/2016	S	Olson	Traffic issues on Girard and Logan	PW	8/16/2016		8/25/2016
16-160	8/15/2016	S	Jefferson	Wooden name plates with red and green ends	CMO	8/22/2016		
16-161	8/15/2016	I	Barrentine	ROI for Cahoots with other cities	CMO	8/18/2016		8/17/2016
16-162	8/15/2016	I	Barrentine	Infrastructure for lights on Broadway	PW/P&R	8/18/2016		8/17/2016
16-163	8/15/2016	I	Russell	Where do park-in-lieu fees go?	FAS	8/18/2016		9/2/2016
16-164	8/22/2016	I	Barrentine	Why don't we include Housing Authority in the bud	CAO	8/29/2016		9/1/2016
16-165	8/22/2016	S	Jefferson	Send 2014 Citizen Survey results to Council	CMO	8/29/2016		8/24/2016
16-166	8/22/2016	S	Jefferson	Send Pokemon Go contact list to Councilmember Ol	PRL	8/29/2016		8/24/2016
16-167	8/29/2016	I	Olson	Total employee count over multiple years including	FAS	9/1/2016		
16-168	8/29/2016	I	Olson	City Attorney graph/pie charts of stats in budget sli	CA & CMO	9/1/2016		8/31/2016
16-169	8/29/2016	I	Barrentine	Look into City Attorney budget figures	FAS	9/1/2016		9/1/2016
16-170	8/29/2016	I	Jefferson	Breakdown of felony arrests, by location, issues	PD	9/1/2016		9/6/2016
16-171	8/29/2016	I	Olson	Note the loss of ability of grant funds in budget tran	FAS	9/6/2016		
16-172	8/29/2016	I	Olson	List of intersections that will be enhanced in 2017	PW	9/1/2016		9/8/2016
16-173	8/29/2016	I	Olson	Fund balance figures referenced in Utilites budget p	Utilities	9/1/2016		8/31/2016
16-174	8/29/2016	I	Jefferson	When will SBA-in-a-day be ready to go?	CD & IT	9/6/2016		9/2/2016
16-175	8/29/2016	I	Barrentine	How much was spent on W. Paseo? How was it pai	CD	9/6/2016		9/6/2016
16-178	8/29/2016	I	Barrentine	City of Littleton Sewer Fund balance amount	CMO	9/1/2016		8/31/2016
16-179	9/6/2016	S	Barrentine	Crack down on meth usage and deals at Holiday an	PD	9/12/2016		
16-180	9/6/2016	I	Barrentine	Scope of work for 3400 Broadway powerwashing -	PW	9/12/2016		
16-181	9/6/2016	I	Russell	P&R Master Plan needs to address growth current p	P&R	9/12/2016		
16-182	9/6/2016	I	Olson	Genesis of EMC 16-6-11 and why an HPC wasn't im	CMO	9/12/2016		

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**Response for Council Request from 08/29/16 Budget Review Meeting
Actual and Augmented Staff Count**

Fund	Category	2015	2016	2017	Variance 2016 to 2017	% Chg 2016 to 2017	Notes
City Managers Office							
	General	<hr/>					
	Personnel (FTEs)	4.750	5.250	6.250	1.000	19%	Repurposed 2 positions from Fin & P&R for Business Partner function; moved one position to Communications
	Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--	
	Estimated FTE of Consultant(s)				-	--	
	Total Estimated FTE	4.750	5.250	6.250	1.000	19%	
	Communications	<hr/>					
	Personnel (FTEs)	0.000	0.000	2.500	2.500	--	One position from CMO; net add 1.5 positions Communications advisors: Cahoots (costs estimated; only part yr in 2016)
	Consultant- Staff Augmentation \$\$	\$0	\$50,000	\$80,000	\$30,000	60%	
	Estimated FTE of Consultant(s)		4.000	8.000	4.000	100%	
	Total Estimated FTE	0.000	4.000	10.500	6.500	163%	
	Fire Operations	<hr/>					
	Personnel (FTEs)	57.120	0.000	0.000	0.000	--	Was 59 personnel in 2014 Outsourced Fire Department
	Consultant- Staff Augmentation \$\$	\$0	\$5,406,000	\$5,568,180	\$162,180	3%	
	Estimated FTE of Consultant(s)		50.800	50.800	-	0%	
	Total Estimated FTE	57.120	50.800	50.800	0.000	0%	
City Attorney's Office							
	General	<hr/>					
	Personnel (FTEs)	7.870	6.110	7.300	1.190	19%	Incr is inclusion of Estimated on-call Prosecutors and is forecasted at the level we are using in 2016 \$20K-\$100K/yr is spent on outside Legal services due to need for specialty expertise not available in City Attorney's office (not augmentation)
	Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--	
	Estimated FTE of Consultant(s)				-	--	
	Total Estimated FTE	7.870	6.110	7.300	1.190	19%	
Municipal Courts							
	General	<hr/>					
	Personnel (FTEs)	10.970	10.930	10.010	-0.920	-8%	
	Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--	
	Estimated FTE of Consultant(s)				-	--	
	Total Estimated FTE	10.970	10.930	10.010	-0.920	-8%	
Finance & Administrative Services							
	General	<hr/>					
	Personnel (FTEs)	22.380	22.430	22.930	0.500	2%	Includes HR, Finance & Administration. Internal Reorganization; Re-purposed 2 positions & transferred in 1 from Parks/Rec \$47K/yr is estimated for 2016 and proposed for 2017 for outside Legal services due to need for specialty expertise not available in City Attorney's office (not augmentation).
	Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--	
	Estimated FTE of Consultant(s)				-	--	
	Total Estimated FTE	22.380	22.430	22.930	0.500	2%	
	Internal Service Fund: Risk	<hr/>					
	Personnel (FTEs)	1.000	1.000	1.000	0.000	0%	
	Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--	
	Estimated FTE of Consultant(s)				-	--	
	Total Estimated FTE	1.000	1.000	1.000	0.000	0%	

Internal Service Fund: Benefits

Personnel (FTEs)	1.000	1.000	2.000	1.000	100%
PersStaff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Comed FTE of Consultant(s)				-	--
Capi Total Estimated FTE	1.000	1.000	2.000	1.000	100%

Internal Reorganization; Retirements person moved from Finance to Benefits

Information Technology

General

Personnel (FTEs)	10.450	9.900	11.000	1.100	11%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$90,000	\$90,000	--
Estimated FTE of Consultant(s)			1.000	1.000	--
Total Estimated FTE	10.450	9.900	12.000	2.100	21%

6-month contract to hire position for network engineering services; May-November; approved by Council 7/5/2016

Central Service Fund - Print Shop

Personnel (FTEs)	1.100	1.100	1.100	0.000	0%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	1.100	1.100	1.100	0.000	0%

Community Development

General

Personnel (FTEs)	16.000	16.000	17.000	1.000	6%
Consultant- Staff Augmentation \$\$	\$117,929	\$130,000	\$130,000	\$0	0%
Estimated FTE of Consultant(s)	1.5	1.6	1.6	-	0%
Total Estimated FTE	17.500	17.600	18.600	1.000	6%

Requested Re-Development Manager C-West; supplemental building review and roofing inspections

Public Works

General

Personnel (FTEs)	44.509	44.509	44.250	-0.259	-1%
Consultant- Staff Augmentation \$\$	\$0	\$24,800	\$37,200	\$12,400	50%
Estimated FTE of Consultant(s)		0.666	1.000	0.334	50%
Total Estimated FTE	44.509	45.175	45.250	0.075	0%

Reallocated time and spread new ROW Inspector Custodian to augment staff; started 5/2016

Concrete Utility Fund

Personnel (FTEs)	2.916	2.916	2.750	-0.166	-6%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	2.916	2.916	2.750	-0.166	-6%

Reallocated time-reduced FTE charged to CU

Service Center Fund

Personnel (FTEs)	10.000	10.000	10.000	0.000	0%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	10.000	10.000	10.000	0.000	0%

Police

General

Personnel (FTEs)	104.000	107.000	111.000	4.000	4%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	104.000	107.000	111.000	4.000	4%

Parks, Recreation & Library

General

Personnel (FTEs)	51.325	50.785	48.535	-2.250	-4%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$8,000	\$8,000	--
Estimated FTE of Consultant(s)			0.08	0.08	--
Total Estimated FTE	51.325	50.785	48.615	-2.170	-4%

Designs for Rec center renovations and grant writing consultation.

Open Space Fund					
Personnel (FTEs)	1.000	1.000	1.500	0.500	50%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	1.000	1.000	1.500	0.500	50%

Golf Course Fund					
Personnel (FTEs)	7.380	7.000	7.000	0.000	0%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	7.380	7.000	7.000	0.000	0%

Utilities

Water, Sewer & Storm Drainage					
Personnel (FTEs)	44.500	44.500	42.300	-2.200	-5%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	44.500	44.500	42.300	-2.200	-5%

Reduced staff due to consolidation of 2 internal organizations
 Contracts costs in budget are for specialty skills that we do not maintain in staff

Littleton/Englewood Treatment Plan

Littleton/Englewood Treatment Plan					
Personnel (FTEs)	77.400	77.400	77.400	0.000	0%
Consultant- Staff Augmentation \$\$	\$0	\$0	\$0	\$0	--
Estimated FTE of Consultant(s)				-	--
Total Estimated FTE	77.400	77.400	77.400	0.000	0%

Total City of Englewood Staff	475.670	418.830	425.825	6.995	2%
Total Consultant Estimated FTE	1.500	57.066	62.480	5.414	9%



TO: Chief John Collins
FROM: Sergeant Vance Fender
DATE: September 2, 2016
SUBJECT: Council Request 16-170

16-170 (Breakdown of felonies)

Requested by: Mayor Jefferson
 Assigned to: PD

Request for a breakdown of felony arrests by issue and location.

The exact breakdown of felony arrests differs as cases get cleared by arrest after the initial statistics are compiled at the end of each month and at the end of each year. Therefore, some of the older statistical numbers may be lower due to the arrest of the individuals after the statistics were compiled.

The breakdown of felony arrests is as follows:

Offense	2014	2015
Controlled substance (possession/sale/use)	124	161
Forgery/I.D. theft/possession of financial transaction	30	43
Burglary/Trespassing/Criminal Mischief	24	32
Assaults	21	23
Weapons Offenses	18	28
Aggravated motor vehicle theft	16	26
Other miscellaneous offenses	12	2
Sex offenses	10	13
Robbery	7	3
Theft	7	8
Stalking/False imprisonment	6	2
Obstructing Gov't/Police/Fire	6	10
Murder/Vehicular homicide	3	4
Kidnapping	3	2
Total	288	354

The locations of felony arrests are literally all over the City. I have listed the highest concentration of these arrests by the hundred block in which the arrests were made. The highest concentrations of these arrests are in the following locations:

600 Englewood Pkwy	23	31
500 E. Hampden Ave	9	4
800 Englewood Pkwy	10	3
4500 S. Broadway	5	7
5000 S. Federal Blvd	5	5
400 Englewood Pkwy	4	5
1000 Englewood Pkwy	3	5
200 W. Hampden Ave	3	0
3000 S. Broadway	3	4
3200 S. Acoma St	3	0
100 Englewood Pkwy	0	3
200 E. Jefferson Ave	0	3
3100 S. Broadway	0	3
3400 S. Broadway	0	8
3500 S. Bannock St.	0	3
3700 S. Logan Street	0	4
4000 S. Bannock St.	0	3
5100 S. Windermere Ave	0	4
700 W. Dartmouth Ave	0	4

All of the other locations of felony arrests in the City had 2 or less arrests at each location.

TO: City Council

THROUGH: Eric A. Keck, City Manager

THROUGH: Dave Henderson, Director of Public Works

FROM: Ladd Vostry, Traffic Engineer

DATE: September 8, 2016

**SUBJECT: LIST OF INTERSECTIONS THAT WILL BE ENHANCED IN 2017
COUNCIL REQUEST NO. 16-172**

The Traffic Engineering Division is responsible for the operation and maintenance of traffic signal and traffic signal communication systems. The traffic signals consist of numerous components, all of which have differing useful lives (each component has a varying life cycle ranging from approximately two years to 25-30 years). Our approach to maintenance for traffic signal assemblies is to correct issues identified during the annual preventive maintenance and respond to damage or operational problems, as well as to install upgrades to increase functionality of the existing traffic signals.

The traffic signal enhancement projects consist of replacing/adding individual signal components (i.e. cabinets, signal controllers, battery backups, video detection cameras, signal and pedestrian heads, communication lines), or replacing the traffic signal assembly in its entirety.

Following is the list of traffic signal assemblies we plan to replace/upgrade in the next few years:

- Dartmouth and Clarkson 2016
- Hampden Place and Cherokee 2016
- Logan and Chenango 2017
- Broadway and Mansfield** 2017
- Floyd and Cherokee** 2018
- Installation of fiber communication lines to connect Logan and Dartmouth, Logan and Floyd, and Floyd and Sherman to the Advance Traffic Management System (ATMS) Centracs traffic computer system 2018
- Floyd and Sherman 2019
- Dartmouth and Bannock 2020

(**) indicates a complete traffic signal replacement

Please note that the list of traffic signal replacement/upgrades is re-evaluated on a continual basis.



TO: Mayor Jefferson and Council Members

THRU: Eric Keck, City Manager
Brad Power, Community Development Director
Margaret Brocklander, Information Technology Director

FROM: Darren Hollingsworth, Economic Development Manager

DATE: Sept. 4, 2016

SUBJECT: Council Request 16-174 SBA's Startup in a Day Proclamation

Request for information on when SBA's Startup-in-a-Day Pledge will be ready to go.

The Startup in a Day Proclamation will be on the October 3 City Council agenda. District Director Ed Cadena from the US Small Business Administration will attend the City Council meeting at 7:30pm for the Startup in a Day pledge signing. Other agenda topics related to Englewood's economic development program are also slated for the October 3 Council meeting.

The SBA is working with communities to pledge to implement a fully automated and integrated permitting system to simplify and streamline the process of starting a business. The SBA and National League of Cities have partnered to connect communities participating in the program to share best practices in implementing the pledge. Not fully implementing the pledge within the 12-month timeframe carries no penalty or recourse. Implementing this initiative involves collaboration across multiple City departments, including: Community Development, Information Technology, and Finance and Administrative Services.



TO: Mayor Jefferson and Council Members

THRU: Eric Keck, City Manager
Brad Power, Community Development Director

FROM: Harold J. Stitt, Senior Planner

DATE: September 6, 2016

SUBJECT: Council Request 16-175: West Paseo Funding

Funding for the reconstruction of the West Paseo came from three sources:

Community Development Block Grant Funds	\$179,978.00
City of Englewood Public Improvement Funds	12,107.22
<u>City of Englewood General Funds</u>	<u>7,214.22</u>
TOTAL	\$199,299.44

In order to use Community Development Block Group funds the project must be located in a U.S. Department of Housing and Urban Development (HUD) designated Qualified Census Tract. The West Paseo is located in census tract 57.00 and in 2009 that tract was designated as a Qualified Census Tract. Also in 2009, the East Paseo, located in census tract 59.51, was not in a Qualified Census Tract. As of July 1, 2016 both census tracts 57.00 and 59.51 are not designated as Qualified Census Tracts.