



Council Request Update

February 13, 2017

Council Request: 17-006 (Sex Offender Registration)

Assigned to: Police

Request: Request for information on sex offender registration process in Englewood.

Response: Please see attached from Detective James Cole.

Council Request: 17-007 (Complaint against Code Enforcement)

Assigned to: Police

Request: Request to look into a complaint against Code Enforcement.

Response: Please see attached from Cmdr. Sam Watson.

Council Requests 2017: Table

2/9/2017

Number	Date Requested	Requested by	Request	Assigned	Due Date	Date Completed
17-001	1/3/2017	Jefferson	Utilities obtain confirmation from ACZ	Utilities	1/9/2017	1/19/2017
17-002	1/3/2017	Barrentine	Pass along Ms. Bailey's questions and	Utilities	1/9/2017	1/6/2017
17-003	1/3/2017	Barrentine	Documentation for previous 4th of July	CMO	1/9/2017	1/23/2017
17-004	1/3/2017	Barrentine	Cahoots Communication blueprint for	CMO	1/9/2017	1/23/2017
17-005	1/26/2017	Jefferson	Sherman Street resident complaint re:	PD	1/31/2017	1/26/2017
17-006	2/6/2017	Martinez	Sex Offender registration information	PD	2/10/2017	2/7/2017
17-007	2/6/2017	Barrentine	Complaint against code enforcement	PD	2/13/2017	2/6/2017

MEMORANDUM

To: Chief John Collins
From: Detective James Cole
Date: February 7, 2017
Subject: Follow-up to Council Request #17-006

Council Request #17-006

Assigned to: Detective James Cole

Date Assigned: February 6, 2017

Follow-up information requested by Council Member Martinez as to the process for registering sex offenders in Englewood as well as the number of current registrants and the fluctuation in registrations since 2006.

The current process for sex offender registrations in the City of Englewood is divided into two categories. The first is the initial registration by offenders and the second is the required re-registrations. The re-registrations can range from monthly to quarterly to yearly depending on court orders and the lack of a fixed residence for some. Re-registrants are required to register in their birth month regardless of the month in which they initially registered in Englewood.

The process for an initial registration is as follows. The sex offender contacts the records department at EPD in person and they are provided a copy of municipal ordinance 34 to include the map of the restricted areas. The registrant is also given a registration packet to complete before registration. The records department contacts Det. Cole for all new registrations and the majority of re-registrations unless unavailable at which time any detective can assist as all are trained in the registration process.

A detective is given the registrant's name and date of birth for all new registrations. A detective will review the registrant's criminal history as well as court documents online to determine if the registrant is eligible to register in Englewood. If the registrant is not eligible to register for any reason a detective will meet with the registrant in the lobby and explain Ordinance 34 and its limitations on locations for residency. If the registrant is eligible to register a detective will review the packet and complete the necessary information as required by Colorado Revised Statutes for sex offender registrations. A detective will complete an Incident Report and pull a case number for the information to be documented under. A detective will then photograph and fingerprint the registrant and submit the information to the Colorado Bureau of Investigation as they maintain the Colorado Sex Offender Registry.

The process for a re-registration is as follows. A detective is notified of a re-registrant in the lobby. The records personnel provide the re-registrant the same packet as an initial registration. The registrant must complete the packet in full at each registration or re-registration. A detective will meet with the registrant and review the packet. A detective will sign the form and obtain two ink fingerprints and the re-registration is complete. The registrant and re-registrant are offered copies of the packet as the original is maintained at EPD.

A fee of \$75.00 is charged for initial registration as required by state statute and a fee of \$25.00 is charged on the registrants birthday month re-registration.

The completed packets, criminal history and court documents are maintained in paper form in the Investigation's Division. Karen Kennedy, the Executive Assistant, enters the necessary information into NCIC/CCIC database and maintains the current registration list. Detective Cole monitors the registrants to include address verifications and compliance.

The process for new registrants takes approximately one hour to complete. The process for re-registration takes approximately 15 minutes.

The current process for registration is being reviewed with the anticipation of going to a paperless records management system and streamlined registration process. A computerized system for registering, tracking and information gathering is being reviewed for submission to the Englewood City Council for implementation. The new system has no monetary expenditure as it is maintained by the Douglas County Sheriff's Office. The only requirement for this access is an Inter Governmental Agreement. The system is widely used in the State of Colorado and has proven to be an effective alternative to the current process.

The City of Englewood currently has approximately 66 offenders. This number fluctuates slightly from month to month as registrants come and go.

The fluctuation from 2006 is not tracked as up until summer of 2016 Ordinance 34 was not being enforced and all registrants were accepted. The main reason for the current decline in registrations is due to the enforcement of Ordinance 34 which has prevented the Colorado Department of Corrections (D.O.C.) from placing registrants in the motels. The placements by D.O.C. were responsible for the larger numbers of registrants which has since stopped.



TO: Chief John Collins
FROM: Commander Sam Watson
DATE: February 6, 2017
SUBJECT: Council Request 17-07

C.R. #17-07

Assigned to: Police Department

Request for follow up regarding an allegation of misconduct based on a citizen's interaction with Code Officers and Police Officers.

On January 31, 2017, a Council Person received information from a citizen that alleged misconduct on the part of Code Enforcement and Police Officers. The information on how to file an allegation of misconduct was given to the citizen and they intend to contact the Police Professional Standards Bureau to have the incident investigated.

Once this is received by the Professional Standards Bureau, the incident will be thoroughly and professionally investigated and then reviewed. At the conclusion, the citizen will be contacted with the disposition of their allegation.