



## Council Request Update

July 26, 2018

**Council Request: 18-112**

**Requested by:** Mayor Olson

**Request:** Clarification on Englewood's crime data to be provided to previous graduates of the Citizen's Police Academy.

**Assigned to:** Police Department

**Response:** Please see the response provided by Police Commander Tim Englert.

**Council Request: 18-115**

**Requested by:** Council Member Barrentine

**Request:** Provide the Use Tax, Permits and Tap Fees for the Synergy Medical Office Building construction.

**Assigned to:** Community Development

**Response:** Please see the response provided by City Planner Brook Bell.

**Council Request: 18-116**

**Requested by:** Council Member Wink

**Request:** Request for Community Development's activities relative to filling vacant retail spaces in Englewood.

**Assigned to:** Community Development

**Response:** Please see the response provided by Economic Development Manager Darren Hollingsworth.

## **MEMORANDUM**

**To: Chief Collins**  
**From: Commander Tim Englert**  
**Date: July 24, 2018**  
**Subject: Follow-up to Council Request #18-112**

---

**Council Request #18-112**

**Assigned to: Commander Englert**

**Date Assigned: July 24, 2018**

**Follow-up information requested as to how updated City crime data will be provided to previous graduates of the Citizen's Police Academy.**

---

Englewood Police Community Relations Specialist Toni Arnoldy has an email group which contains all graduates of the Police Citizen's Academy. She routinely disseminates information to the group regarding upcoming activities and events. An update to past crime data will be drafted and sent to the group. Toni will work with Commander Martin and the crime analyst to insure that a consistent accurate message is sent to the group.

**From:** Brook Bell

**Sent:** Friday, July 20, 2018 1:48 PM

**To:** Eric Keck <ekeck@Englewoodco.gov>; Christa Graeve <cgraeve@Englewoodco.gov>

**Cc:** Brad Power <bpower@Englewoodco.gov>; Wade Burkholder <wburkholder@englewoodco.gov>

**Subject:** RE: Council Request on Use Tax

All,

The Synergy Medical Office Building construction cost is estimated at approximately \$28 million. Based on that figure, the Taxes, Permits, Tap Fees, and other Fees are as follows:

Use Tax	\$490,000
Arap County Open Space Tax	\$35,000
Building Permit	\$99,859
Plan Review Fee	\$64,908
Tap Fees	<u>\$48,777</u>
<b>TOTAL</b>	<b>\$738,544</b>

Sincerely,

Brook Bell, AICP  
Community Development Department  
1000 Englewood Parkway  
Englewood, CO 80110  
Ph: 303-762-2352  
Fax: 303-783-6895



[www.Englewoodgov.org](http://www.Englewoodgov.org)

Organizational Values: Integrity | Trust | Respect | Excellence | Accountability | Teamwork

## Response to Retail Vacancy Program Inquiry 7.23.18

The objectives in the Economic Development summary that was provided to City Council last week underscore the City's support for business development activities that attract businesses and investment into Englewood and fill vacant retail and commercial spaces. Below is a brief synopsis of the business attraction activities that CD/ED staff undertakes to fill vacant retail spaces in Englewood.

- Site Selection Services – COE/ED staff offers site selection assistance to new businesses looking for available space and existing Englewood businesses looking for space to expand. The City subscribes to CoStar, which provides information about available commercial properties and area demographics. This tool puts broker-level market intelligence into the hands of businesses.
- Community Marketing – COE/ED staff is working with Englewood's Communications Division and Slate Communications to implement a comprehensive community marketing campaign. The campaign focuses on small business testimonials for commercial/retail users and also spotlights Englewood's concentration of small to medium sized manufacturers. This campaign leverages social media, print, and industry blogs.
- Proactive Outreach – COE/ED staff proactively reaches out to property owners and brokers when information about a property involving a vacancy comes to our attention. Staff also works with businesses and property owners to identify and promote properties that are off market.
  - Example: ED staff worked with the owner of Dunkin Donuts to help identify an off market opportunity by connecting the business owner to the property owner of 2766 South Broadway, which was an underperforming car wash.
- Available and Responsive Staff– Staff from the Community Development Department takes pride in being available and responsive to inquiries from the development community and businesses. This is an integral part of supporting our business attraction objectives to fill vacant retail storefronts.

It is worth noting that many retail properties that appear to be vacant or inactive are actually occupied or under contract. Unfortunately, COE/ED staff has little ability to influence an expedited construction or tenant finish buildout; however, activating highly visible store fronts is a priority and staff interacts with the property owner or tenants to be an available City resource to support the project. Examples of properties that are 'occupied' but appear to be vacant or inactive are listed below for illustrative purposes and not intended to be comprehensive.

- 2749 South Broadway – This property has been “vacant” for many years and recently sold to a husband and wife team that plan to operate 3 businesses on site. The retail

store front will have a hair salon and skin care facility. The back of the building will have a color/design oriented business.

- 3498 South Broadway (building north of Rico's Pizzeria) – This property has recently sold and 2 of the 3 storefronts are currently occupied and have operating businesses. The space immediately adjacent to Old Hampden has been leased by a coffee shop / coffee roaster.
- The retail space in the Broadway Acoma Lofts @ Englewood Parkway and Broadway – These spaces are leased and are awaiting tenant finish. Users include: One Barrel Bistro, Poke City, Fitness operation, and a bank branch.
- 3400 South Broadway (formerly The Lighting Outlet) – This property recently sold to an investor that will demise the space into 4 retail spaces and 4 office spaces. The investor will occupy one for the office spaces for an oil/financial business. The brokers are promoting the retail space and interest for a restaurant or 'jazz bar' is strong.
- 3457 South Broadway – This space is owned by Zomo Asian Fusion Restaurant. The opening timeframe has not been disclosed, but the owners are driving the pace of this project. This project has been under construction for over 2 years. (building permit issued January 2016)
- 4796 South Broadway – This property is under contract with an expanding candy maker.
- 3325 South Santa Fe Drive (formerly the New London Motel) – This property sold to a developer working to construct a self-storage facility.
- 707 East Jefferson (formerly Rite Aid Pharmacy) – COE/ED staff is working with the property owner and the broker for Walgreens to mitigate the impacts from this high profile property and proactively promote the property to users that are operating in the area. As a result of these actions, a major Englewood employer is looking at this property and in talks with the property owner.

Attached is Englewood's retail snapshot, which lists a total of 200,857 square feet of available retail space. It is important to note that this number also represents the vacant K-Mart property, which went dark last November and comprises approximately 143,000 square feet. Prior to K-Mart's closure Englewood's retail vacancy rate was approximately 3%. Demand for retail space in Englewood is strong as evidenced by a fast turnaround time to reuse or release the space. The average time on market for retail space in Englewood is currently 3.4 months. Historically, the 5 year average time on market for retail space has been 13.4 months.

Availability	Survey	5-Year Avg
NNN Rent Per SF	\$21.04	\$16.92
Vacancy Rate	6.0%	3.5%
Vacant SF	165,735	93,667
Availability Rate	7.3%	5.1%
Available SF	200,857	139,718
Sublet SF	24,728	5,285
Months on Market	3.4	13.4

Inventory	Survey	5-Year Avg
Existing Buildings	332	328
Existing SF	2,740,876	2,711,931
12 Mo. Const. Starts	5,461	18,444
Under Construction	0	9,318
12 Mo. Deliveries	13,686	20,493

Demand	Survey	5-Year Avg
12 Mo. Absorption SF	-74,326	-4,375
12 Mo. Leasing SF	88,310	88,193

Sales	Past Year	5-Year Avg
Sale Price Per SF	\$246	\$213
Asking Price Per SF	\$353	\$262
Sales Volume (Mil.)	\$36	\$24
Cap Rate	6.4%	7.0%

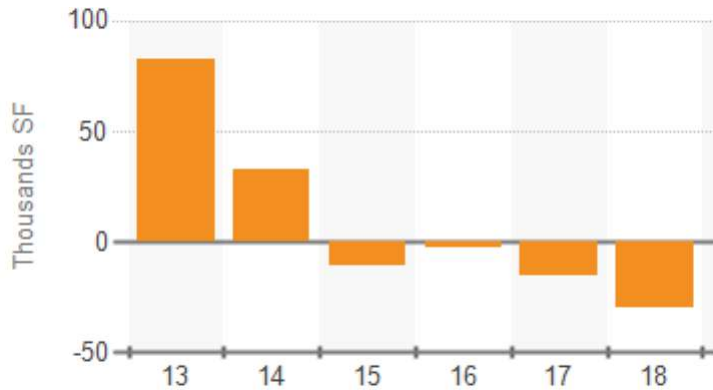
### Vacancy Rate



### NNN Asking Rent Per SF



### Net Absorption



Numbe	Date Req	Requeste	Request	Assigne	Due Date	Date Completed
17-196	1/3/2018	Russell	EMRF Brokerage Proposal summaries	PW	1/10/2018	1/5/2018
17-197	1/3/2018	Russell	History of Hospital District zoning	CD	1/10/2018	2/1/2018
17-198	1/3/2018	Cuesta	All items submitted to the DRT and plan review comments from City St	CD	1/10/2018	1/4/2018
18-001	1/4/2018	Council	Info re: dog attack at 4000 block of South Lincoln	PD	1/11/2018	1/11/2018
18-002	1/23/201	Council	Giving Heart Follow Up	PD	1/30/2018	1/25/2018
18-003	1/30/201	Russell	Report on all Dog Calls in December and January	PD	2/6/2018	2/1/2018
18-004	2/5/2018	Cuesta	Data regarding our current nonconforming accessory dwelling units inc	CD	2/12/2018	2/26/18
18-005	2/5/2018	Barrenti	Compliance data on all nonconforming uses and whether or not the Cit	CD	2/12/2018	2/23/2018
18-006	2/5/2018	Barrenti	Copy of the ADU survey utilized at the open house	CD	2/12/2018	2/23/2018
18-007	2/5/2018	Russell	Request for an ADU Town Hall in May that will be advertised in the Spr	CD/CM	2/12/2018	2/20/2018
18-008	2/5/2018	Russell	Request for a Study Session to be help after the town hall meeting in	CMO	2/12/2018	2/20/2018
18-009	2/5/2018	Olson	Request for a Study Session on Aid to Other Agencies and the budget	CMO	2/12/2018	5/1/2018
18-010	2/5/2018	Barrenti	Request for a Study Session on a potential moratorium on PUDs	CMO	2/12/2018	3/1/2018
18-011	2/13/201	Olson	Real Estate data for Englewood that indicates housing turnover for the	CD	2/20/2018	2/26/2018
18-012	2/13/201	Barrenti	Map containing all PUDs in the City	CD	2/20/2018	2/15/2018
18-013	2/14/201	Russell	Statistics for dog bites in Dec 2017 and Jan 2018	PD	2/21/2018	2/15/2018
18-014	2/14/201	Russell	Hit and Run - 3100 block S. Acoma	PD	2/21/2018	2/15/2018
18-015	2/26/201	Russell	How many Section 8 residents reside at Broadway Acoma Lofts	EHA	3/5/2018	3/2/2018
18-016	2/26/201	Barrenti	Provide the LEWWTP Joint Use Agreement to the W&S Board	WW	3/5/2018	3/2/2018
18-017	2/26/201	Barrenti	Provide the LEWWTP rebranding document to the W&S Board	WW	3/5/2018	3/2/2018
18-018	2/28/201	Barrenti	Research on communities who have publicly elected Mayor in Council/	CAO	3/7/2018	3/5/2018
18-019	2/28/201	Barrenti	Giving Heart - explain opening time, check in procedure.	CMO	3/7/2018	3/5/2018
18-020	2/28/201	Council	Health and Safety Inspection of hotels that receive vouchers for homel	PD	3/7/2018	3/2/2018
18-021	3/6/2018	Olson	Police report on the fight mentioned by Council Member Barrentine in	PD	3/13/2018	3/8/2018
18-022	3/6/2018	Olson	How Jerry Walker's request for CE intervention have been raised and d	PD	3/13/2018	3/8/2018
18-023	3/6/2018	Barrenti	Record of her code complaint on trash cans being left on sidewalk on S	PD	3/13/2018	3/13/2018
18-024	3/13/201	Barrenti	Copy of the original Fast Trax agreement for the construction of Engle	CD	3/20/2018	3/13/2018
18-025	3/13/201	Barrenti	Report on condition of sidewalk in front of Devil's Head Distillery	PW	3/20/2018	3/23/2018
18-026	3/21/201	Russell	All police records on Michael Reed	PD	3/28/2018	3/23/2018

Numbe	Date Req	Requeste	Request	Assigne	Due Date	Date Completed
18-027	3/27/201	Barrenti	Information related to inspections of motels, results, plan of action re:	PD	4/3/2018	4/4/2018
18-028	4/3/2018	Barrenti	Process utilized for a citizen to correct a police report that they believe	PD	4/10/2018	4/3/2018
18-029	4/3/2018	Barrenti	Letter sent out to Knuckledheads owner and chronology that led up to	FAS	4/10/2018	4/10/2018
18-030	4/3/2018	Cuesta	What the cost of a forensic audit of the EEF and EMRF entities would c	CMO	4/10/2018	4/10/2018
18-031	4/3/2018	Olson	Requested that the Parks and Rec Commission meeting for next week	Parks	4/10/2018	4/10/2018
18-032	4/3/2018	Cuesta	Code violations at 4771 & 4525 S. Delaware, 500 W. Belleview, 4661 S	PD	4/10/2018	4/5/2018
18-033	4/9/2018	Wink	Code Enforcement history at 571 W. Cornell Ave.	PD	4/16/2018	4/10/2018
18-034	4/9/2018	Barrenti	Code Enforcement check on various properties	PD	4/16/2018	4/10/2018
18-035	4/10/201	Olson	Copy of last night's MOA presentation	CMO	4/17/2018	4/10/2018
18-036	4/10/201	Barrenti	Copy of Englewood PD posting associated with Platte River cleanup	CMO	4/17/2018	4/10/2018
18-037	4/10/201	Barrenti	Jerry Walker's corrected police report on his attack at Giving Heart	PD	4/17/2018	4/10/2017
18-038	4/10/201	Russell	Citation for cars parked for polonged periods at the adult bookstore at	PD	4/17/2018	4/19/2018
18-039	4/11/201	Martine	Wind/Solar program participation (Xcel), Baseline water consumption f	CMO	4/18/2018	
18-040	4/17/201	Barrenti	Summary of the Retail and Marijuana Sale Tax collections	FAS	4/24/2018	4/18/2018
18-041	4/18/201	Barrenti	Information concerning change in grant process with CDOT. Why did t	PD	4/25/2018	5/7/2018
18-042	4/18/201	Barrenti	Correspondence from CD and FAS on the Knuckleheads sales tax matte	FAS/CD	4/25/2018	4/24/2018
18-043	4/18/201	Olson	City's Class C electrical account data	CMO	4/25/2018	4/18/2018
18-044	4/19/201	Olson	When are sidewalks required? What is happening with the berm near	PW	4/26/2018	4/23/2018
18-045	4/24/201	Olson	Is there a statutory requirement for the City Clerk to create a paper Co	Clerks	5/1/2018	4/26/2018
18-046	5/2/2018	Russell	Arapahoe Coroner's policy on autopsies, and policy on autopsies when	PD	5/9/2018	5/3/2018
18-047	5/21/201	Olson	History of violations at 3036 S. Ogden	PD	5/28/2018	5/23/2018
18-048	5/21/201	Olson	History of violations at 3296 S. Washington St.	PD	5/28/2018	5/23/2018
18-049	5/21/201	Barrenti	Copy of agreement with Englewood Arts distributed to all members.	Clerks	5/28/2018	5/30/2018
18-050	5/21/201	Olson	Info to Mr. Millen on ransomware attack (After-Action report)	IT	5/28/2018	5/29/2018
18-051	5/28/201	Council	Explain formula that determines population capacity relative to water	PW	6/7/2018	6/7/2018
18-052	6/2/2018	Martine	Number and types of calls for services for 4945 S. Delaware in 2017/18	PD	6/9/2018	6/6/2018
18-053	6/11/201	Barrenti	Maintenance of medians on Broadway and Hampden.	Parks	6/18/2018	6/14/2018
18-054	6/11/201	Russell	Request for a report on who has the authority over the City Center pro	CAO	6/18/2018	7/13/2018
18-055	6/11/201	Barrenti	Information on the payback schedule for the proposed biogas project.	SPWRP	6/18/2018	6/14/2018
18-056	6/11/201	Barrenti	Information about the required reserves for the SPWRP bonds. What is	SPWRP	6/18/2018	



Numbe	Date Req	Requeste	Request	Assigne	Due Date	Date Completed
18-057	6/11/201	Olson	Future Study Session Request: Long Term Asset Reserve fund policy an	CMO	6/18/2018	7/9/2018
18-058	6/11/201	Barrenti	TABOR reserve be included or shown within the City's other reserve gr	FAS	6/18/2018	
18-059	6/11/201	Barrenti	Listing of all our liabilities including pensions in a graph or included in	FAS	6/18/2018	
18-060	6/11/201	Barrenti	Summary from P&Z on the CIP meeting from 5 June 2018	CMO/C	6/18/2018	6/18/2018
18-061	6/11/201	Olson	Report on the man who passed away at King Soopers. Accurate chrono	PD	6/18/2018	6/14/2018
18-062	6/11/201	Barrenti	Accounting of capital projects at SPWRP that are driven by the expansi	SPWRP	6/18/2018	6/14/2018
18-063	6/11/201	Barrenti	Historic accounting of past pavement condition indexes and hwo the st	PW	6/18/2018	
18-064	6/11/201	Barrenti	How much would a new overall condition index cost the City?	PW	6/18/2018	
18-065	6/11/201	Olson	Copy of the City's bridge conditions from CDOT.	PW	6/18/2018	
18-066	6/11/201	Barrenti	Report on the status of the Santa Fe Planning, Engineering, and Linkag	PW	6/18/2018	
18-067	6/11/201	Cuesta	What is the fee for trash hauler to obtain a permit?	FAS	6/18/2018	
18-068	6/11/201	Russell	Raw data for all the members who submitted a strategic plan scoring.	CMO	6/18/2018	
18-069	6/11/201	Martine	Study Session Request: Notice distance for PUD's. Should it be expand	CMO	6/18/2018	7/9/2018
18-070	6/11/201	Barrenti	Graffiti on the old Table Stakes Building on Broadway	CD/PD	6/18/2018	6/14/2018
18-071	6/11/201	Barrenti	Requested accounting for the park in lieu fee.	FAS	6/18/2018	
18-072	6/14/201	Barrenti	Loose dog/Code Enforcement response	PD	6/21/2018	6/19/2018
18-073	6/19/201	Cuesta	Breakdown of funding sources for Storage Area Network purchase. Pro	IT	6/26/2018	6/21/2018
18-074	6/19/201	Barrenti	Complete listing of all Federal grants received by the City	FAS	6/26/2018	
18-075	6/19/201	Russell	Request for the number of current permits on the books for single fam	CD	6/26/2018	6/28/2018
18-076	6/25/201	Barrenti	Statistical data for the National Citizen Survey	CMO	7/2/2018	6/28/2018
18-077	6/25/201	Barrenti	Report explaining how Xcel calculated the City's energy usage for the P	CMO	7/2/2018	
18-078	6/25/201	Russell	Info on the history of the move to a single hauler trash franchise that o	FAS	7/2/2018	7/2/2018
18-079	6/25/201	Barrenti	Reconciliation of the staffing census that is shown in the CAFR versus	FAS/PD	7/2/2018	
18-080	6/25/201	Barrenti	Independent auditor reports referenced within the CAFR	FAS	7/2/2018	
18-081	6/25/201	Barrenti	SS concerning the process and procedures utilized by Code Enforceme	PD/CM	7/2/2018	
18-082	6/25/201	Barrenti	Staff send email to all retail cannabis biz in Englewood to inform them	Clerks/	7/2/2018	7/09/2018
18-083	6/25/201	Barrenti	Specific section of the sign code that articulates how much wall or win	CD	7/2/2018	6/28/2018
18-084	6/25/201	Barrenti	Explanation of hwo graffiti is dealt with throughout the City	PD	7/2/2018	7/2/2018
18-085	6/25/201	Barrenti	Whether or not the Traditions Apartment complex was for sale	CD	7/2/2018	6/28/2018
18-086	6/25/201	Barrenti	Provide the email from Nature's Kiss regarding the retail grown to CM	Clerks	7/2/2018	7/16/2018

Numbe	Date Req	Requeste	Request	Assigne	Due Date	Date Completed
18-088	7/3/2018	Russell	Irrigation at Jason Park	Parks	7/10/2018	7/3/2018
18-089	7/9/2018	Sierra	2815 S. Acoma St. - habitual offender vs. first time offender	PD/CD	7/16/2018	7/12/2018
18-090	7/9/2018	Sierra	2957 S. Logan St. - courts and citation process? When and should the C	CAO/C	7/16/2018	7/13/2018
18-091	7/10/201	Barrenti	Process relating to the amendment of a PUD	CD	7/17/2018	7/11/2018
18-092	7/10/201	Council	Requested that the PUD noticing distance and minimum area be sent t	CD	7/17/2018	7/12/2018
18-093	7/10/201	Barrenti	Exact balance of the Long Term Asset Reserve Fund	FAS	7/17/2018	
18-094	7/10/201	Barrenti	Exact amount of funding generated by the Englewood McLellan Reserv	FAS	7/17/2018	
18-095	7/10/201	Russell	Info on how Traditions is recertifying it's senior residents rent	CMO	7/17/2018	
18-096	7/10/201	Russell	Requested the next financial report should show a breakout of unrestricti	FAS	7/17/2018	
18-097	7/10/201	Barrenti	Info on the recent restraining order violation and how the County allo	PD	7/17/2018	7/11/2018
18-098	7/10/201	Barrenti	Request for a crosswalk at Oxford and Clarkson	PW	7/17/2018	
18-099	7/10/201	Barrenti	Where in the Charter or Policy indicates authorization for the City Man	CAO	7/17/2018	7/13/2018
18-100	7/10/201	Barrenti	Request for Code Enforcement policy to take police officers along whe	PD	7/17/2018	7/11/2018
18-101	7/10/201	Olson	ETAC reexamine residential speed limits and lower them to 25 MPH in	PW	7/17/2018	
18-102	7/10/201	Olson	PD and PW work on the traffic hot spot of Floyd and University at Kent	PD/PW	7/17/2018	7/11/2018
18-103	7/10/201	Council	Council Request long form go out each week to show which requests h	CMO	7/17/2018	7/12/2018
18-104	7/16/201	Wink	Signature events metrics and tracking	CMO	7/16/2018	7/16/2018
18-105	7/9/2018	Council	Legal process and legal history for franchising solid waste in Englewoo	CAO	7/16/2018	7/13/2018
18-106	7/9/2018	Council	Overview of the Englewood Environmental Foundation.	CAO	7/16/2018	7/13/2018
18-107	7/9/2018	Olson	Overview of the relationship between elected officials and municipal c	CAO	7/16/2018	7/13/2018
18-108	7/9/2018	Russell	Understanding the different between legislative and quasi-judicial Publ	CAO	7/16/2018	7/13/2018
18-109	7/9/2018	Council	Approval process for rezoning requests.	CAO	7/16/2018	7/13/2018
18-110	7/16/201	Barrenti	Use Tax calculation for Synergy Medical Office Building.	CMO	7/23/2018	7/16/2018
18-111	7/23/201	Barrenti	City's crime data for the year to include heat maps from the Crime Ana	PD	7/30/2018	
18-112	7/23/201	Olson	Clarification on City's crime data to be provided to previous graduates	PD	7/30/2018	7/24/2018
18-113	7/23/201	Barrenti	Greater detail on the EMRF expenses through the sharing of the EMRF	FAS	7/30/2018	
18-114	7/23/201	Barrenti	Requested IT policy on SPAM and how certain emails come through on	IT	7/30/2018	
18-115	7/20/201	Barrenti	Provide the comparable information for the PUD project presented on	CD	7/27/2018	7/20/2018
18-116	7/21/201	Wink	Request for CD's activities relative to Filling vacant retail spaces in Engl	CD	7/28/2018	7/24/2018