



Council Request Update

August 30, 2018

Council Request: 18-058

Requested by: Council Member Barrentine

Request: Request that the TABOR reserve be included or shown within the City's Reserve report graph.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-059

Requested by: Council Member Barrentine

Request: Request for a listing of all liabilities including pensions in a graph or included in a comparison table with the City's Reserve

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-067

Requested by: Council Member Cuesta

Request: What is the fee for trash haulers to obtain a permit?

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-071

Requested by: Council Member Barrentine

Request: Request for accounting for the park in lieu fee.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-074

Requested by: Council Member Barrentine

Request: Request for a complete list of Federal grants received by the City.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-079

Requested by: Council Member Barrentine

Request: Reconciliation of the Police Department census that is shown in the CAFR versus what was presented in the budget materials on 25 June 2018

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-080

Requested by: Council Member Barrentine

Request: Request for the Independent Auditor's report referenced within the CAFR.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-093

Requested by: Council Member Barrentine

Request: Request for the exact balance of the Long Term Asset Reserve Fund.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-094

Requested by: Council Member Barrentine

Request: Request for the exact amount of funding generated by the Englewood McLellan Reservoir Foundation properties.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-096

Requested by: Mayor Pro Tem Russell

Request: Requested the next Financial Report show a breakout of unrestricted net assets from the LTAR Fund.

Assigned to: Finance and Administrative Services

Response:

Council Request: 18-124

Requested by: Council Member Barrentine

Request: Requested the history of the Malley Center and a summary of how the Center is funded.

Assigned to: Parks, Recreation and Library

Response: Please see the response from Parks, Recreation and Library Director Dorothy Hargrove.

Council Request: 18-139

Requested by: Council Member Barrentine

Request: Request for the volume of material that was pulled out of the storm drain in the alley between Bannock and Acoma.

Assigned to: Utilities Department

Response: Please see the response from Director of Utilities Tom Brennan.

Council Request: 18-141

Requested by: Mayor Olson

Request: A group reportedly threatened an elderly man when he told them he did not have a cigarette. It has been requested that the Police monitor the young homeless male group around the Library and Cushing Park that may be threatening the public.

Assigned to: Police Department

Response: Please see the response from Police Sergeant Reid McGrath.

Council Request: 18-144

Requested by: Council Member Barrentine

Request: Request that the constituent members of contractual services chart be depicted in the budget presentation. What drives the costs?

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-148

Requested by: City Council

Request: Request for the number of businesses that have closed after the City of Englewood completed an audit, 2016 – June 2018.

Assigned to: Finance and Administrative Services

Response: Please see the response from Finance and Administrative Services Director Kathleen Rinkel.

Council Request: 18-149

Requested by: Council Member Barrentine

Request: 911 Communications Center call volume with breakout of 911 vs. emergent calls.

Assigned to: Police Department

Response: Please see the response from Police Commander Vance Fender.



Response to Council Request 18-058

To: City Council

From: Kathleen Rinkel, Director of Finance and Administrative Services

Date: August 28, 2018

Subject: Show the Tabor Reserve within the City's Reserve report graph

Below is the information that will be included in all monthly financial reports going forward. It better reflects the composition of the General Fund reserve and separately identifies the Tabor Reserve portion.

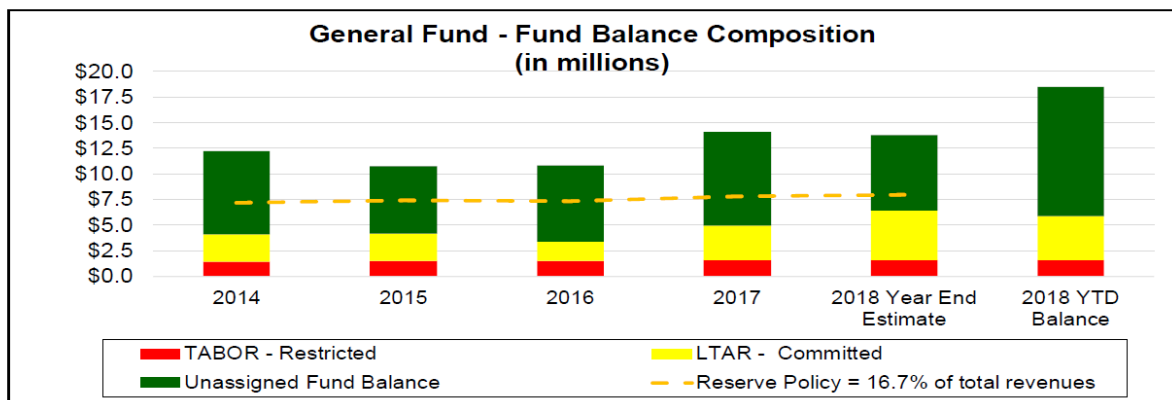
General Fund - Fund Balance

The estimated year-end **total fund balance** is \$13,757,691 or 29.1% of projected total revenue.

Estimated year-end **fund balance reserve** is \$12,177,691 or 25.7% of projected total revenue.

The City's Fund Balance Policy calls for a targeted fund balance reserve of 16.7% of projected revenues or \$7,936,065.

- The estimated year-end unassigned fund balance is \$7,350,592. These funds are spendable at Council's discretion.
- The estimated year-end committed fund balance or Long Term Asset Reserve (LTAR) is \$4,827,099. These funds are spendable at Council's discretion.
- The TABOR Emergency Reserve is \$1,580,000. State law restricts use of these funds (TABOR).



	2014	2015	2016	2017	2018 Year End Estimate	2018 YTD Activity	2018 YTD Balance
TABOR - Restricted ■	1,400,000	1,510,000	1,490,000	1,580,000	1,580,000	-	1,580,000
LTAR - Committed ■	2,663,099	2,663,099	1,863,000	3,384,897	4,827,099	936,021	4,320,918
Unassigned Fund Balance ■	8,148,151	6,556,147	7,497,049	9,165,628	7,350,592	3,426,145	12,591,773
Total Fund Balance	\$ 12,211,250	\$ 10,729,246	\$ 10,850,049	\$ 14,130,525	\$ 13,757,691	\$4,362,166	\$ 18,492,691
Reserve = Unassigned + LTAR ■ + ■	\$ 10,811,250	\$ 9,219,246	\$ 9,360,049	\$ 12,550,525	\$ 12,177,691	\$4,362,166	\$ 16,912,691
Reserve Policy = 16.7% of total revenues - - -	\$ 7,146,845	\$ 7,390,632	\$ 7,328,527	\$ 7,805,708	\$ 7,936,065		
Reserve available above Policy	\$ 3,664,405	\$ 1,828,614	\$ 2,031,522	\$ 4,744,817	\$ 4,241,626		
% of Total Revenues	8.6%	4.1%	4.6%	10.1%	8.9%		





Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





Response to Council Request 18-059

To: City Council

From: Kathleen Rinkel, Director of Finance and Administrative Services

Date: August 28, 2018

Subject: Listing of all liabilities including pensions in a graph or included in a comparison table with the City's reserve

Attached is a listing of the City's liabilities as of December 31, 2017 and a summary of the available fund balance at that point in time. This information was extracted from the 2017 CAFR.

Further breakdown of the Non-Current liabilities in the first chart is provided in the 2nd chart/graph.

Graphs are provided only for the Government activities (General Fund and the Internal Service Funds).

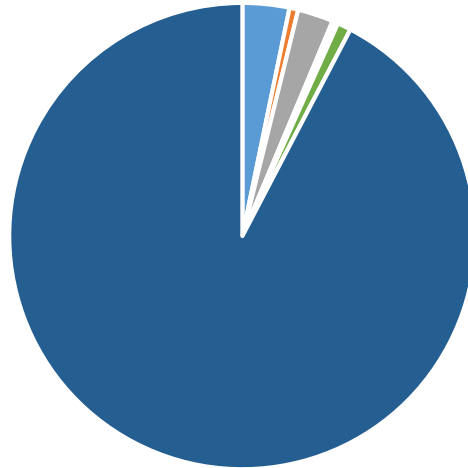
Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401



Outstanding Liabilities as of 12/31/17 Gov't Activities



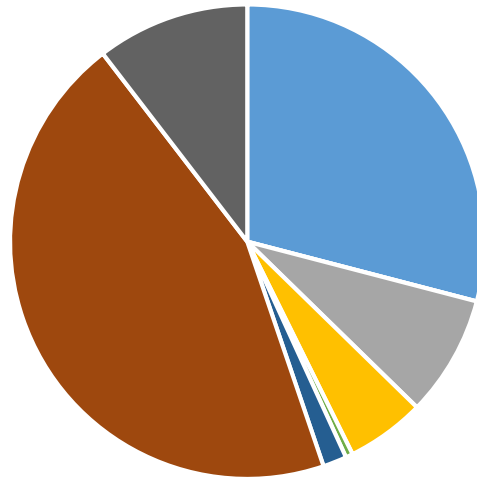
- Accounts payable
- Unearned revenue
- Accrued interest payable
- Noncurrent liabilities
- Accrued payroll and related liabilities
- Other liabilities
- Claims payable

Outstanding Liabilities as of 12/31/17

Liabilities	Gov't Activities	Bus-Type Activities	Total Primary Gov't
Accounts payable	\$2,124,958	\$498,551	\$2,623,509
Accrued payroll and related liabilities	\$397,391	\$77,267	\$474,658
Unearned revenue	\$1,616,000	\$8,573,909	\$10,189,909
Other liabilities	\$120,144	\$3,049,316	\$3,169,460
Accrued interest payable	\$144,547	\$588,858	\$733,405
Claims payable	\$618,704	\$0	\$618,704
Noncurrent liabilities	\$60,448,659	\$47,282,303	\$107,730,962
Total liabilities	\$65,470,403	\$60,070,204	\$125,540,607

Available Fund Balance 12/31/17 - Gen Fund	\$14,130,525	
Available Fund Balance 12/31/17 - Int Svc	\$4,675,219	
Available Fund Balance 12/31/17 - Enterprise		\$25,542,037
Total Available Fund Balance	\$18,805,744	\$25,542,037

Breakdown of Non-Current Liabilities as of 12/31/17 Gov't Activities



- GOB
- Revenue Bonds
- Capital Leases
- Premiums
- Notes Payable
- Net OPEB Obligations
- Compensated absences
- Total Outstanding LT debt
- Pension Liability

Breakdown of Non-Current Liabilities as of 12/31/17

	Gov't Activities	Bus-Type Activities	Total Primary Gov't
GOB	\$31,810,000	\$10,690,000	\$42,500,000
Revenue Bonds	\$0	\$2,595,000	\$2,595,000
Capital Leases	\$9,036,401	\$0	\$9,036,401
Premiums	\$5,877,400	\$462,548	\$6,339,948
Notes Payable		\$29,483,178	\$29,483,178
Net OPEB Obligations	\$537,639	\$399,006	\$936,645
Compensated absences	\$1,772,971	\$303,062	\$2,076,033
Total Outstanding LT debt	\$49,034,411	\$43,932,794	\$92,967,205
Pension Liability	\$11,414,248	\$3,349,509	\$14,763,757
Total Liabilities	\$60,448,659	\$47,282,303	\$107,730,962



Response to Council Request 18-067

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: What is the fee for trash haulers to obtain a permit

The current license fees for a Trash Hauler to be able to obtain a permit are:

New Applicant- Business Fee: \$15.00 + Annual License Fee: \$75.00 / truck

Renewal- Annual License Fee: \$75.00 / truck

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





Response to Council Request 18-071

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 29, 2018
Subject: Accounting for the Park in Lieu Fee

Below is the information requested for the accounting of the Park in Lieu Fee since its inception.

City of Englewood
Park Fee in Lieu

Year	Revenues	Expenditures
2013	\$58,817.33	-
2014	\$5,727.00	-
2015	\$133,391.15	-
2016	\$142,339.58	-
2017	\$21,150.67	-
July, 2018	\$18,201.94	-
	<u>\$379,627.67</u>	<u>-</u>

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





Response to Council Request 18-074

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: Complete list of the Federal Grants received by the City

Attached are the reports of Federal Grants received by the City for 2015, 2016, 2017 and 2018 through July. The 2018 report is in a little different format we are still mid-year. The others are in the end of year format we use for the Auditors.

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401



CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2015

Grantor and Program Title	Oracle Project/Task	Oracle Acct #	Federal CFDA Number	Pass-Through Grantors Number	Grant Award	2015 Revenue	2015-Federal Expenditures	Expenditures
<u>U.S. Department of Justice</u>								
<u>Bureau of Justice Assistance</u>								
Bullet Proof Vest Partnership Program 2015 Grant			16.607		6,792.90	4,090.00	4,090.00	4,090
Equitable Sharing Program	1101-0001 / 07	04.1101.32513	16.922					0
<u>Bureau of Justice Assistance</u>								
Justice Assistance Grant-JAG 2014	1101-0007 / 09	02.1101.32511	16.738	2014-DJ-BX-0410	10,080	5,590.16	5,590.16	5,590
Total U.S. Department of Justice								9,680
<u>U.S. Department of the Treasury</u>								
<u>U.S. Customs and Borders Service</u>								
Equitable Sharing Program	1101-0001 / 10	04.1101.32513	21.000		Open		-	0
Total U.S. Department of the Treasury								0
<u>U.S. Department of Transportation</u>								
<u>National Highway Traffic Safety Administration, State and Community Highway Safety</u>								
Pass-through: Colorado Department of Transportation								
Click It or Ticket - Seat Belt Enforcement Mobilization	Fund 02	02.1105.32512	20.600		6,457.20	6,457.20	6,457.20	6,457
Nighttime CIOT	Fund 02		20.612		440.47	440.47	440.47	440
St. Pat's Day	Fund 02		20.602		531.03	531.03	531.03	531
4th of July	Fund 02		20.600		745.73	745.73	745.73	746
National Crackdown	Fund 02		20.604		998.84	998.84	998.84	999
Distracted Driving	Fund 02		20.600		2,967.83	2,967.83	2,967.83	2,968
May Mobilization	Fund 02		20.605		1,365.13	1,365.13	1,365.13	1,365
<u>Congestion Mitigation/Air Quality</u>								
Pass-through: Denver Regional Council of Governments								
Moving Ahead for Progress in the 21st Century Act	Fund 30		20.205		129,000.00	124,970.00	124,970.00	124,970
<u>Federal Transit Administration</u>								
Pass-through: Regional Transportation District								

CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2015

Grantor and Program Title	Oracle Project/Task	Oracle Acct #	Federal CFDA Number	Pass-Through Grantors Number	Grant Award	2015 Revenue	2015-Federal Expenditures	Expenditures
Urbanized Area Formula funding Program (5307)/Englewood Light Rail Corridor Next Steps Study	Fund 31		20.507		200,000.00	191,096.73	194,496.03	194,496
Total U.S. Department of Transportation								332,972
<u>U.S. Department of Agriculture</u>								
Pass-through: State of Colorado, Department of Education Summer Food Service Program								
Summer Food Service Program	Fund 02		10.559		21,898	21,898.00	21,898.00	21,898
Total U.S. Department of Agriculture								21,898
<u>U.S. Department of Housing and Urban Development</u>								
Office of Community Planning and Development								
Pass-through: Arapahoe County, Colorado								
2014 Community Development Block Grant-Energy Efficiency	Fund 45	45.0803.32512	14.228	ENHS1405	127,500	127,500.00	127,500.00	127,500
Total U.S. Department of Housing and Urban Development								127,500
Total Federal Grants						488,651.12	492,050.42	492,050

CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2016

Grantor and Program Title	Oracle Project/Task	Oracle Acct #	Federal CFDA Number	Pass-Through Grantors Number	Grant Award	2016 Revenue	2016-Federal Expenditures	Expenditures
<u>U.S. Department of Justice</u>								
<u>Bureau of Justice Assistance</u>								
Bullet Proof Vest Partnership Program 2015 Grant			16.607		6,792.90	2,500.78	2,500.78	2,501
Equitable Sharing Program	1101-0001 / 07	04.1101.32513	16.922			3,243.04	24,374.60	24,375
Total U.S. Department of Justice								26,876
<u>U.S. Department of the Treasury</u>								
<u>U.S. Customs and Borders Service</u>								
Equitable Sharing Program	1101-0001 / 10	04.1101.32513	21.000		Open	17.19	1,562.86	1,563
Total U.S. Department of the Treasury								1,563
<u>U.S. Department of Transportation</u>								
<u>National Highway Traffic Safety Administration, State and Community Highway Safety</u>								
Pass-through: Colorado Department of Transportation								
Click It or Ticket - Seat Belt Enforcement Mobilization	Fund 02	02.1105.32512	20.600		3,100.00		3,100.00	3,100
Presentation Impcat	Fund 02				1,590.17		1,590.17	1,590
St. Pat's Day	Fund 02		20.602		549.73		549.73	550
4th of July	Fund 02		20.600		731.08		731.08	731
National Crackdown	Fund 02		20.604		1,497.35		1,497.35	1,497
Motorcycle Awareness	Fund 02		20.612		502.52		502.52	503
Click It or Ticket - Seat Belt Enforcement Mobilization	Fund 02		20.605		1,332.49		1,332.49	1,332
E-Citation Grant	1105-0012		20.616		94,356.25	75,845.00	75,485.00	75,485
Total U.S. Department of Transportation								84,788
<u>U.S. Department of Agriculture</u>								
Pass-through: State of Colorado, Department of Education								
<u>Summer Food Service Program</u>								
Summer Food Service Program	Fund 02		10.559		11,598	11,597.56	11,597.56	11,598

CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2016

Grantor and Program Title	Oracle Project/Task	Oracle Acct #	Federal CFDA Number	Pass-Through Grantors Number	Grant Award	2016 Revenue	2016-Federal Expenditures	Expenditures
Total U.S. Department of Agriculture								11,598
U.S. Department of Housing and Urban Development								
<u>Office of Community Planning and Development</u>								
Pass-through: Arapahoe County, Colorado								
2015 Community Development Block Grant-Energy Efficiency	Fund 45	45.0803.32512	14.228	ENHS1505	127,365	127,364.99	127,364.99	127,365
Total U.S. Department of Housing and Urban Development								127,365
Total Federal Grants						220,568.56	252,189.13	252,190

CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2017

Grantor and Program Title	TNW Project/Task	TNW Acct #	Federal	Pass-Through Grantors Number	Grant Award	2017 Revenue	2017-Federal Expenditures	Expenditures
			CFDA Number					
<u>U.S. Department of Justice</u>								
<u>Bureau of Justice Assistance</u>								
Bullet Proof Vest Partnership Program			16.607					0
Equitable Sharing Program	04 1100-012/013	04.1101.32512	16.922		Open	121,801.42	50,455.68	50,456
Total U.S. Department of Justice								50,456
<u>U.S. Department of the Treasury</u>								
<u>U.S. Customs and Borders Service</u>								
Equitable Sharing Program	04 1100-014	04.1101.32512	21.016		Open	-		0
Total U.S. Department of the Treasury								0
<u>U.S. Department of Transportation</u>								
<u>National Highway Traffic Safety Administration, State and Community Highway Safety</u>								
Pass-through: Colorado Department of Transportation								
Click it/Ticket	Fund 02				2,571	2,570.51	2,570.51	2,571
Speed Grant	Fund 02				4,950.00	4,950.00	4,950.00	4,950
Driving Impaired	Fund 02		20.602		1,478.39			0
May Mobilization	Fund 02		20.600		1,000.00	1,000.00	1,000.00	1,000
Child Passenger	Fund 02		20.604		477.70	477.70	477.70	478
National Crackdown	Fund 02		20.604		1,480.67	1,480.67	1,480.67	1,481
Motorcycle Awareness	Fund 02		20.612		749.32	749.32	749.32	749
Total U.S. Department of Transportation								11,229
<u>U.S. Department of Homeland Security</u>								
<u>Operation "Flying High"</u>								
Pass-through: Arapahoe County Sheriffs Office								
Overtime reimbursement		02-1105-32512				498.60	498.60	499
Total U.S. Department of Homeland Security								499
<u>Institute of Museum and Library Services</u>								
<u>Grants to States</u>								
Pass-through: Colorado Department of Education								
LSTA Career Online HS Grant	Fund 02	02-1201-32512	45.310		10,950.00	10,950.00	10,950.00	10,950
Total Institute of Museum and Library Services								10,950

CITY OF ENGLEWOOD, COLORADO
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2017

Grantor and Program Title	TNW Project/Task	TNW Acct #	Federal CFDA Number	Pass-Through Grantors Number	Grant Award	2017 Revenue	2017-Federal Expenditures	Expenditures
<u>U.S. Department of Housing and Urban Development</u>								
<u>Office of Community Planning and Development</u>								
Pass-through: Arapahoe County, Colorado								
2015 Community Development Block Grant-Energy Efficiency	Fund 45	45.0803.32512	14.228	ENHS1603	114,750	114,750.00	114,750.00	114,750
Total U.S. Department of Housing and Urban Development								114,750
Total Federal Grants								
						259,228.22	187,882.48	187,883

2018 YTD as of 07/31/18 Federal Grant Proceeds				
Date	Description	Amount	Received From	Type
1/19/2018	Forfeiture proceeds	\$994.50	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 16-DEA-624770	\$2,633.44	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 16-DEA-631500	\$1,204.85	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 16-DEA-631503	\$3,122.18	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-629255	\$4,680.00	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-629256	\$1,462.50	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-629687	\$3,569.52	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-629689	\$2,340.00	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-630018	\$1,531.24	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-630267	\$3,014.21	Originator: U.S. Department of Justice	Operating Federal Grants Direct
1/22/2018	Forfeiture Proceeds 17-DEA-631107	\$917.86	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/1/2018	16-DEA-624826	\$1,898.72	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/1/2018	17-DEA-630268	\$2,632.50	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/1/2018	17-DEA-630827	\$6,815.25	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/1/2018	17-DEA-632563	\$1,310.40	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/24/2018	17-DEA-632562	\$8,676.72	Originator: U.S. Department of Justice	Operating Federal Grants Direct
6/19/2018	Forfeiture proceeds - 17-DEA-630661	\$1,221.38	Originator: U.S. Department of Justice	Operating Federal Grants Direct
6/21/2018	Forfeiture proceeds - 17-DEA-630660	\$2,999.39	Originator: U.S. Department of Justice	Operating Federal Grants Direct
6/21/2018	Forfeiture proceeds - 17-DEA-630662	\$692.83	Originator: U.S. Department of Justice	Operating Federal Grants Direct
4/1/2018	Safe Routes to School CDOT Reimbursement	\$23,302.05	Originator: Colorado Department of Transportation	Capital Federal Grants Pass Through
5/4/2018	CDOT Safe Routes Reimbursement	\$4,856.00	Originator: Colorado Department of Transportation	Capital Federal Grants Pass Through
5/24/2018	CDOT Reimbursement Safe Routes	\$2,557.95	Originator: Colorado Department of Transportation	Capital Federal Grants Pass Through
6/1/2018	CDOT Safe Routes to School Reimbursement	\$2,244.00	Originator: Colorado Department of Transportation	Capital Federal Grants Pass Through
7/30/2018	Central Cash 07.30.18	\$17,406.47		Operating Federal Grants Pass Through
		\$102,083.96		



Response to Council Request 18-079

To: City Council
From: John Collins, Chief of Police
Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: Explanation of Police Department headcount in the 2017 CAFR

The headcount numbers in Schedule 19 of the 2017 CAFR are a restatement of the budgeted numbers for the listed years. All of these budgets were approved by Council.

For 2018, the budgeted headcount is 110. The City Manager has authorized one additional position to allow level staffing given that one officer is currently on Military Leave without a defined return date. As of today, Police staffing is 5 under the budgeted level.

The difference between the 2017 and 2018 budgeted numbers are as follows:

Police Operations	2017	2018	Change
Chief/Deputy Chief	2	2	0
Non-Sworn Trainees	2		-2
Sworn Officers	75	76	1
Total	79	78	-1

The changes in Police Operations shown above reflect an increase in the sworn officers as approved by council. Evaluation of the Trainee position showed that there was little value to continue that program with the current level of available pool of officers from which to fill vacant positions

Police Support Services	2017	2018	Change
Communications Supervisors	2	2	0
Dispatchers	9	10	1
Records Specialists/Supervisors	4	4	0
Total	15	16	1

The changes in the Police Support Services above reflect an increase in dispatch positions needed to support the volume of calls received and enable reduction of overtime.

There were no changes in the Police Administration Division or the Neighborhood Environmental Services Division.





The total impact of all the changes above was to maintain total year over year headcount at 110 while increasing the officers in the field by 1.

Please let us know if you have any questions.

Sincerely,

John Collins
Chief of Police
icollins@englewoodco.gov
(30-3) 783-6946

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 672-2401





Response to Council Request 18-080

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: Independent Auditor's report referenced within the CAFR

Attached is the Independent Auditor's report referenced within the CAFR. In the 2017 CAFR, it can be found between pages 12 and 13.

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





**HINKLE &
COMPANY**
Strategic ^{PC}
Business Advisors

Independent Auditors' Report

Honorable Mayor and Members of the City Council
City of Englewood
Englewood, Colorado

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate discretely presented component units and remaining fund information of the City of Englewood as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Englewood, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

5950 S. Willow Dr., Ste. 302
Greenwood Village,
Colorado 80111
TEL: 303.796.1000
FAX: 303.796.1001
www.HinkleCPAs.com

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate discretely presented component units and remaining fund information of the City of Englewood as of December 31, 2017, and the respective changes in financial position and cash flows, where applicable, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Englewood's basic financial statements. The introductory section, combining and individual fund statements and schedules, other information, and statistical section listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund statements and schedules and the other information are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling the information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole. The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Hill & Company, PC

Greenwood Village, Colorado
May 25, 2018





Response to Council Request 18-093

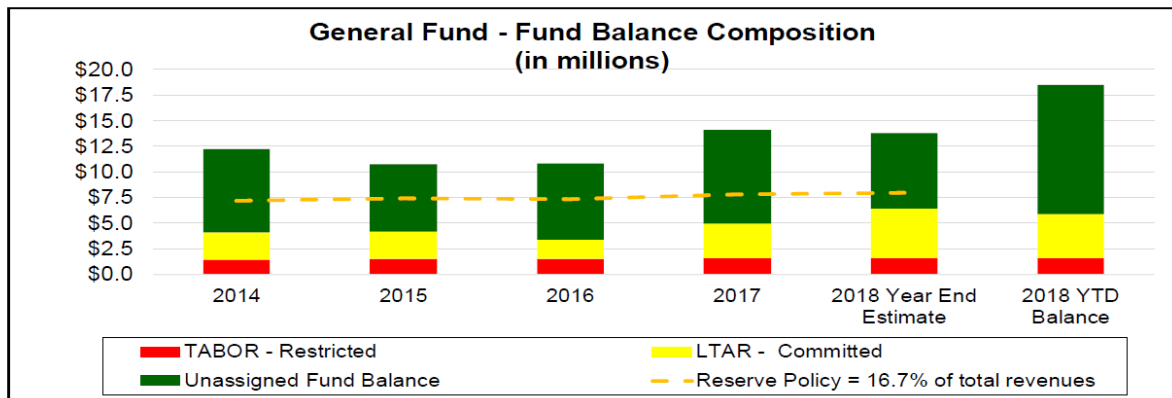
To: City Council
 From: Kathleen Rinkel, Director of Finance and Administrative Services
 Date: August 28, 2018
 Subject: Exact Balance in the Long Term Asset Reserve Fund

The exact balance in the Long Term Asset Reserve fund is reflected in the graph below from the July monthly financial report.

General Fund - Fund Balance

The estimated year-end total fund balance is \$13,757,691 or 29.1% of projected total revenue.
 Estimated year-end fund balance reserve is \$12,177,691 or 25.7% of projected total revenue.
 The City's Fund Balance Policy calls for a targeted fund balance reserve of 16.7% of projected revenues or \$7,936,065.

- The estimated year-end unassigned fund balance is \$7,350,592. These funds are spendable at Council's discretion.
- The estimated year-end committed fund balance or Long Term Asset Reserve (LTAR) is \$4,827,099. These funds are spendable at Council's discretion.
- The TABOR Emergency Reserve is \$1,580,000. State law restricts use of these funds (TABOR).



	2014	2015	2016	2017	2018 Year End Estimate	2018 YTD Activity	2018 YTD Balance
TABOR - Restricted	1,400,000	1,510,000	1,490,000	1,580,000	1,580,000	-	1,580,000
LTAR - Committed	2,663,099	2,663,099	1,863,000	3,384,897	4,827,099	936,021	4,320,918
Unassigned Fund Balance	8,148,151	6,556,147	7,497,049	9,165,628	7,350,592	3,426,145	12,591,773
Total Fund Balance	\$ 12,211,250	\$ 10,729,246	\$ 10,850,049	\$ 14,130,525	\$ 13,757,691	\$4,362,166	\$ 18,492,691
Reserve = Unassigned + LTAR	\$ 10,811,250	\$ 9,219,246	\$ 9,360,049	\$ 12,550,525	\$ 12,177,691	\$4,362,166	\$ 16,912,691
Reserve Policy = 16.7% of total revenues	\$ 7,146,845	\$ 7,390,632	\$ 7,328,527	\$ 7,805,708	\$ 7,936,065		
Reserve available above Policy	\$ 3,664,405	\$ 1,828,614	\$ 2,031,522	\$ 4,744,817	\$ 4,241,626		
% of Total Revenues	8.6%	4.1%	4.6%	10.1%	8.9%		

Please let me know if you have any questions.





Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





Response to Council Request 18-094

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: Exact Amount of Funding Generated by the Englewood-McLellan Reservoir

The exact amount of funding generated by the Englewood-McLellan Reservoir is reflected on the attached current 2018 statement of Revenues, Expenses and Changes in Fund Net position. It reflects 2016 through July 2018.

You can also find the 2016 and 2017 information in the CAFR on page 146.

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401



CITY OF ENGLEWOOD, COLORADO

**Englewood McLellan Reservoir Foundation, Inc.
Statements of Revenues, Expenses and Changes in Fund Net Position**

	07/31/18	2017	2016
Operating revenues			
Charges for services	\$ 936,021	\$ 1,547,451	\$ 1,169,217
Operating expenses			
Professional services	9,554	406,512	-
Insurance	-	14,234	14,853
Legal	11,976	19,787	37,055
General administrative and office	104	111	2,474
Total operating expenses	21,634	440,644	54,382
Operating Income (loss)	914,387	1,106,807	1,114,835
Nonoperating revenues (expenses)			
Net investment income	1,066	5,167	3,337
Contributions to primary government	(962,380)	(1,521,799)	(350,193)
Total nonoperating revenues (expenses)	(961,314)	(1,516,632)	(346,856)
Change in net position	(46,927)	(409,825)	767,979
Net position - beginning	6,068,967	6,478,792	5,710,813
Net position - ending	\$ 6,022,040	\$ 6,068,967	\$ 6,478,792

See Independent Auditor's Report



Response to Council Request 18-096

To: City Council

From: Kathleen Rinkel, Director of Finance and Administrative Services

Date: August 28, 2018

Subject: The next financial report to show a breakout of Unrestricted Net Assets from the LTAR Fund

Below is the information that reflects the breakout of the Unrestricted New assets from the LTAR fund as of the end of July 2018. The net assets available (aka fund balance) are indicated as 'committed' only to identify them as assets that are controlled by Council. They are not 'restricted' from an Accounting Classification basis. This reporting format was first included in the June monthly report. It will be included in all monthly reports going forward.

I have also included the page from the 2017 CAFR that reflects this balance from 2008 through 2017.

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401



Reserve Chart from the July 2018 Monthly Financial Report

General Fund - Fund Balance

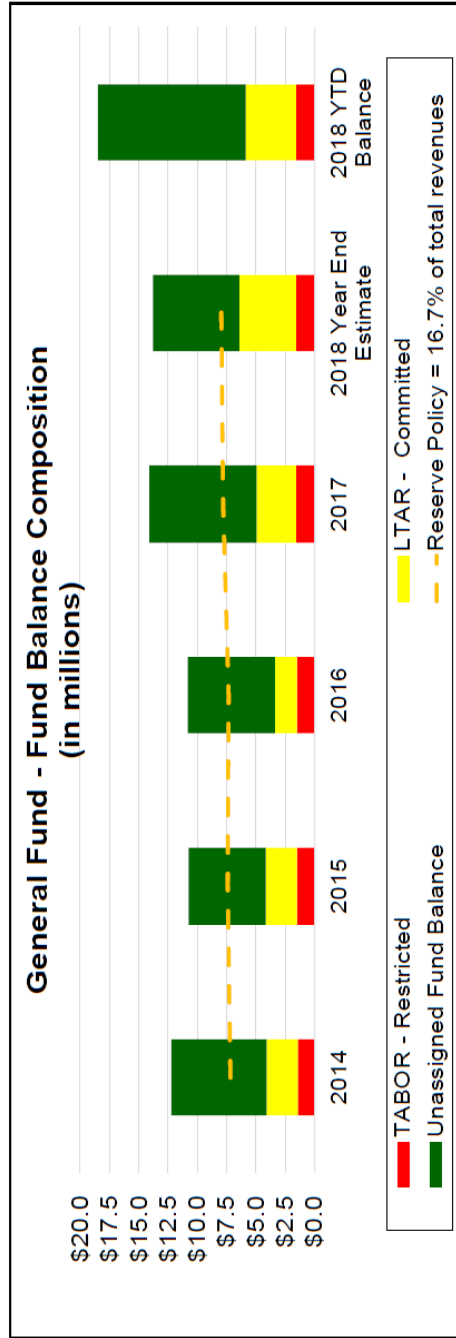
The estimated year-end total fund balance is \$13,757,691 or 29.1% of projected total revenue.

Estimated year-end fund balance reserve is \$12,177,691 or 25.7% of projected total revenue.

The City's Fund Balance Policy calls for a targeted fund balance reserve of 16.7% of projected revenues or \$7,936,065.



The estimated year-end unassigned fund balance is \$7,350,592. These funds are spendable at Council's discretion.
 The estimated year-end committed fund balance or Long Term Asset Reserve (LTAR) is \$4,827,099. These funds are spendable at Council's discretion.
 The TABOR Emergency Reserve is \$1,580,000. State law restricts use of these funds (TABOR).



	2014	2015	2016	2017	2018 Year End Estimate	2018 YTD Activity	2018 YTD Balance
TABOR - Restricted	\$1,400,000	\$1,510,000	\$1,490,000	\$1,580,000	\$1,580,000	-	\$1,580,000
LTAR - Committed	\$2,663,099	\$2,663,099	\$1,863,000	\$3,384,897	\$4,827,099	\$936,021	\$4,820,918
Unassigned Fund Balance	\$8,148,151	\$6,556,147	\$7,497,049	\$9,165,628	\$7,350,592	\$3,426,145	\$12,591,773
Total Fund Balance	\$12,211,250	\$10,729,246	\$10,850,049	\$14,130,525	\$13,757,691	\$4,362,166	\$18,492,691
Reserve = Unassigned + LTAR	\$10,811,250	\$9,219,246	\$9,360,049	\$12,550,525	\$12,177,691	\$4,362,166	\$16,912,691
Reserve Policy = 16.7% of total revenues	\$7,146,845	\$7,390,632	\$7,328,527	\$7,805,708	\$7,936,065		
Reserve available above Policy	\$3,664,405	\$1,828,614	\$2,031,522	\$4,744,817	\$4,241,626		
% of Total Revenues	8.6%	4.1%	4.6%	10.1%	8.9%		





Fund Balance Page from the 2017 CAFR

Schedule 3

City of Englewood, Colorado
Fund Balances, Governmental Funds
Last Ten Years
(Modified accrual basis of accounting)

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
General Fund										
Restricted for:										
Labor contingents	\$ 1,580,000	\$ 1,480,000	\$ 1,510,000	\$ 1,400,000	\$ 1,340,000	\$ 1,200,000	\$ 1,150,000	\$ 1,150,000	\$ 1,209,200	\$ 1,360,800
Committed to:										
Law enforcement					78,753	298,512	298,512	298,512		
Long term asset reserve	3,384,897	1,863,099	2,663,099	2,663,099	2,619,375	2,619,375	2,406,649	2,130,820	3,131,979	4,397,853
Assigned:										
Subsequent year budgeted deficit	372,834	7,486,950	1,972,220	2,646,685	1,207,787	920,353	523,053	487,204	239,543	912,710
Unassigned	8,792,784	10,850,049	4,583,927	5,501,466	5,667,918	4,032,570	4,439,471	4,428,443	4,654,235	4,431,400
Total general fund	\$ 14,130,525	\$ 10,850,049	\$ 10,729,246	\$ 12,211,250	\$ 10,913,633	\$ 9,070,810	\$ 8,817,685	\$ 8,484,679	\$ 9,254,957	\$ 11,102,763
All Other Governmental Funds										
Restricted for:										
Parks and recreation	\$ 3,080,384	\$ 2,792,891	\$ 3,691,949	\$ 3,288,077	\$ 3,661,118	\$ 3,018,062	\$ 2,831,175	\$ 2,866,204	\$ 2,831,428	\$ 2,988,638
Law enforcement	30,680,542	11,492	80,825	62,025	150,329	280,956	301,459	99,657	57,412	65,619
Debt service	1,082,976	63,703	70,248	61,105	46,839	55,625	154,267	499,671	58,665	166,137
Capital projects	8,398,419	7,632,396	5,503,806	3,317,596	2,688,207	2,186,357	1,791,434	3,066,775	1,941,867	2,017,325
Parks and recreation	456,029	456,358	457,750	457,594	456,411	454,647	451,714	681,420	514,541	388,285
Housing						448,903	408,432			
Assigned to:										
Parks and recreation	473,694	459,190	330,123	183,774	208,943	138,724	45,705	283,316	19,857	54,152
Law enforcement	42,015	43,079	21,396	28,156	26,713	19,231	28,819			
Fire services				10,723	9,965	6,577	3,861	3,113	3,598	3,865
Other purposes	136,265	135,430	136,670	62,181	142,167	784	778	10,000	35,050	32,182
Total all other governmental funds	\$ 44,320,324	\$ 11,564,559	\$ 10,292,707	\$ 7,471,571	\$ 7,400,692	\$ 6,609,866	\$ 5,987,644	\$ 7,510,156	\$ 5,462,418	\$ 5,716,203

Note: GASB Statement 54 was adopted in 2011. All years presented are being reported in accordance with that statement.



Council Request 18-124

Requested by CM Barrentine

History of funding for the Malley Center

- In 1974-75 the federal government requested that states and municipalities consider ways for their communities to celebrate the nation's bicentennial in 1976.
- A Centennial- Bicentennial Committee was formed in Englewood and the group suggested building a senior recreation center.
- The committee began raising funds throughout the Englewood community.
- Elsie M. Malley responded to requests for donations with a check for \$10,000.
- The committee suggested that if Elsie Malley would consider a gift of an additional \$50,000 they would name the new building in her honor.
- The City agreed to match funds raised for construction of the Center. It opened on December 3, 1977.
- Over the years Elsie Malley continued to support the center and was instrumental in the purchase of additional lots adjacent to Malley for the expansion which was completed in 2003.
- The Malley Center Trust Fund was created to administer all donated funds. The fund was able to provide money for upgrades during the 2003 expansion and for smaller projects since that time.
- The current balance of the Malley Center Trust Fund is \$233,268. While the Fund receives occasional donations, it has not been the beneficiary of significant gifts for many years.
- The City has paid for all operational, maintenance and repair costs since the Center opened in 1977.
- The major expansion completed in 2003 was primarily financed with funds generated by the general obligation bond that was also used to pay for an expansion of the Englewood Recreation Center and to build Pirates Cove.



To: Mayor Olson and City Council Members

Through: Eric Keck, City Manager

From: Tom Brennan, Director of Utilities

Date: August 8, 2018

Subject: CR 18-139
Request for the volume of material that was pulled out of the storm drain line in alley between Acoma and Bannock.

On August 15, 2018, the Utilities Department crew removed an estimate 1-1/2 cu. yds. of material from the 18" storm line between Acoma and Bannock. The volume is an estimate because water is added to move the material down the pipe to be vacuumed out at the downstream manhole.



MEMORANDUM

To: Chief of Police John Collins
From: Sergeant Reid McGrath
Date: August 27, 2018
Subject: Council Request 18-141

Council Request 18-141
Assigned to: Police
Date Assigned: August 27, 2018

Title: Threats to Elderly associated with the Library and Cushing Park

The Englewood Police Department received third hand information that an elderly male was threatened by a group of young male individuals when he refused to give them a cigarette. Initial information is the group appears homeless.

The group making the threat frequents Cushing Park and the Englewood Library according to the initial information received.

The police department is reaching out and attempting to speak with the elder. An extra patrol has been created for Patrol Officers and Impact will be investigating the report.



Response to Council Request 18-144

To: City Council

From: Kathleen Rinkel, Director of Finance and Administrative Services

Date: August 28, 2018

Subject: Cost Drivers of the Contractual Services Chart in the 8-27-18 Budget Presentation

A chart reflecting the high level breakdown of expense categories was reviewed at the August 27, 2018, study session covering the 2019 Proposed Budget Presentation.

The 31% portion of the Chart for Contractual Services represents \$15,742,088. The items that contribute to this balance are detailed below.

The largest contributor is Professional Services which includes the Fire Department cost of \$5,907,282.

Account Description	Amount
Advertising	\$45,837
Aid to Individuals	\$5,000
Aid to Other Agencies	\$169,000
Audit Expense	\$7,650
Basin Interceptor Charge	\$105
Building Rental	\$2,000
Building Rental Servicenter	\$395,890
Cash Over/Under	\$200
Concrete Charges	\$556
Council Approved Aids	\$0
County Collection Fees	\$40,000
Court Appointed Council	\$75,000
Court Costs & Fees	\$5,135
Court Interpreters	\$4,500
Customer Accounting and Collection	\$225
Economic Incentives	\$150,000
Election Expense	\$30,000
EMS Training	\$0





Account Description	Amount
Gas & Electric	\$1,099,400
Health Savings Account ER	\$2,640
Jury & Witness Fees	\$250
Laundry & Cleaning Charges	\$34,088
Legal Expense	\$83,000
LTD Insurance	\$981
Machinery and Equipment Rental	\$19,745
Memberships & Dues	\$133,677
Mileage and Parking	\$9,623
Moving	\$0
Organization Training	\$98,405
Other Benefits-Department Allocation	\$331,084
Other Expenses	\$101,242
Other Fees	\$66,125
Other Training	\$0
Outside Printing	\$76,800
P&L Departmental Premiums Risk Management	\$471,204
Paramedic Training	\$0
Professional Services	\$7,208,434
R&M - Buildings Servicenter	\$2,225
R&M - General	\$797,645
R&M - Vehicles Servicenter	\$77,028
R&M - Welding Servicenter	\$13,200
Recording & Reporting Fees	\$2,378
Refunds	\$750
Retiree Assistance	\$177,936
Sanitation Trash Services	\$109,064
Security Guard	\$62,000
Sewer Charges	\$48,892
Software Development	\$0
Software/Hardware Maintenance Agreement	\$1,643,926
Storm Water Charges	\$4,432
Supplemental Disability Police-Fire	\$34,351
Technical Training	\$134,050
Telephone/Cellphone/Pagers	\$229,565
Transportation Services	\$356,229
Travel	\$106,906





Account Description	Amount
Tuition Refund	\$25,000
Vehicle Maintenance Program Servicer	\$607,953
Vehicle Rental	\$17,000
Volunteer Recognition	\$5,000
Water Charges	\$194,900
Workers Compensation Insurance-Department Allocation	\$423,863
Grand Total	\$15,742,088

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





Response to Council Request 18-148

To: City Council
From: Kathleen Rinkel, Director of Finance and Administrative Services
Date: August 28, 2018
Subject: The number of Business that have closed after the City of Englewood completed an audit, 2016 – June 2018

Below is the information requested for the number of Business that have closed after we have completed an audit. It cannot be assumed that the audit was the cause as some of these businesses were in decline before the audits occurred.

	2016	2017	2018 thru June	Totals
# of Sales/Use Tax Audits Completed	21	41	17	79
# of Englewood based businesses	16	25	11	52
# of Businesses Closed	3	5	0	8
% of Businesses Closed to Sales/Use Tax Audit Completed	14%	12%	0%	10%

Findings:

Out of 79 audits 6 of the 8 who closed had mailing addresses in Englewood and either ceased operations or moved out of Englewood (two of the 6 include Sports Authority and KMart). There were a couple of audits that closed their account, but were located out of Englewood during the audit, these are not included in the 6 audits above. There is one business that closed their account, but still appears to be operating in Englewood. We are following up on this business.

Please let me know if you have any questions.

Sincerely,

Kathleen Rinkel, CPA, CMA
Director of Finance and Administrative Services
krinkel@englewoodco.gov
(303) 762-2401





To: Chief John Collins
From: Commander Vance Fender
Date: August 28, 2018
Re: 911 Communications center statistics

Englewood police officers generate or respond to approximately 55,000 calls for service each year. Approximately 25% of those calls are initiated by the officers, the remainder are in response to phone calls, 911 or otherwise.

In 2017, the communications center handled 109,000 telephone calls. Out of these calls, 22,500 came in on 911 lines. The 911 calls are differentiated by administrative calls by a different call screen (to include address data), as well as a different ring tone. 911 calls are prioritized and taken before any other telephone calls.

An additional 63,000 calls came into the center on administrative (“non-emergency”) lines and the remainder of the calls were outgoing calls, such as calls to Denver Fire, Denver Health, other law enforcement agencies, towing companies, and hospitals.

It is very important to note that all administrative phone lines (“non-emergency lines”) are answered by dispatchers. A majority of these calls generate a call for service, or are actually emergency calls that simply did not come in on the 911 lines.

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 Cit	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	CD	2/12/2018	2/26/18
18-005	2/5/2018	Barrenti	Compliance data on all nonconforming uses and whether or not the	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	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 i	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 budge	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 t	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 Coun	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 ho	PD	3/7/2018	3/2/2018
18-021	3/6/2018	Olson	Police report on the fight mentioned by Council Member Barrentine	PD	3/13/2018	3/8/2018
18-022	3/6/2018	Olson	How Jerry Walker's request for CE intervention have been raised an	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 o	PD	3/13/2018	3/13/2018
18-024	3/13/201	Barrenti	Copy of the original Fast Trax agreement for the construction of Eng	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	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 beli	PD	4/10/2018	4/3/2018
18-029	4/3/2018	Barrenti	Letter sent out to Knuckledheads owner and chronology that led up	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 woul	CMO	4/10/2018	4/10/2018
18-031	4/3/2018	Olson	Requested that the Parks and Rec Commission meeting for next we	Parks	4/10/2018	4/10/2018
18-032	4/3/2018	Cuesta	Code violations at 4771 & 4525 S. Delaware, 500 W. Belleview, 466	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	PD	4/17/2018	4/19/2018
18-039	4/11/201	Martine	Wind/Solar program participation (Xcel), Baseline water consumpti	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 di	PD	4/25/2018	5/7/2018
18-042	4/18/201	Barrenti	Correspondence from CD and FAS on the Knuckleheads sales tax ma	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 ne	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	Clerks	5/1/2018	4/26/2018
18-046	5/2/2018	Russell	Arapahoe Coroner's policy on autopsies, and policy on autopsies wh	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 wat	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	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	CAO	6/18/2018	7/13/2018
18-055	6/11/201	Barrenti	Information on the payback schedule for the proposed biogas proje	SPWRP	6/18/2018	6/14/2018
18-056	6/11/201	Barrenti	Information about the required reserves for the SPWRP bonds. Wh	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	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	FAS	6/18/2018	8/28/2018
18-059	6/11/201	Barrenti	Listing of all our liabilities including pensions in a graph or included	FAS	6/18/2018	8/28/2018
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 chr	PD	6/18/2018	6/14/2018
18-062	6/11/201	Barrenti	Accounting of capital projects at SPWRP that are driven by the expa	SPWRP	6/18/2018	6/14/2018
18-063	6/11/201	Barrenti	Historic accounting of past pavement condition indexes and hwo th	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 Link	PW	6/18/2018	
18-067	6/11/201	Cuesta	What is the fee for trash hauler to obtain a pemit?	FAS	6/18/2018	8/28/2018
18-068	6/11/201	Russell	Raw data for all the members who submitted a strategic plan scorin	CMO	6/18/2018	
18-069	6/11/201	Martine	Study Session Request: Notice distance for PUD's. Should it be expa	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	8/29/2018
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.	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	8/28/2018
18-075	6/19/201	Russell	Request for the number of current permits on the books for single f	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 th	CMO	7/2/2018	
18-078	6/25/201	Russell	Info on the history of the move to a single hauler trash franchise th	FAS	7/2/2018	
18-079	6/25/201	Barrenti	Reconciliation of the staffing census that is shown in the CAFR versu	FAS/PD	7/2/2018	8/28/2018
18-080	6/25/201	Barrenti	Independent auditor reports referenced within the CAFR	FAS	7/2/2018	8/28/2018
18-081	6/25/201	Barrenti	SS concerning the process and procedures utilized by Code Enforce	PD/CM	7/2/2018	
18-082	6/25/201	Barrenti	Staff send email to all retail cannabis biz in Englewood to inform the	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	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 C	Clerks	7/2/2018	7/16/2018

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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 th	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 se	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	8/24/2018
18-094	7/10/201	Barrenti	Exact amount of funding generated by the Englewood McLellan Res	FAS	7/17/2018	8/28/2018
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 unre	FAS	7/17/2018	8/28/2018
18-097	7/10/201	Barrenti	Info on the recent restraining order violation and how the County al	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	CAO	7/17/2018	7/13/2018
18-100	7/10/201	Barrenti	Request for Code Enforcement policy to take police officers along w	PD	7/17/2018	7/11/2018
18-101	7/10/201	Olson	ETAC reexamine residential speed limits and lower them to 25 MPH	PW	7/17/2018	
18-102	7/10/201	Olson	PD and PW work on the traffic hot spot of Floyd and University at K	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 request	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 Englew	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 municip	CAO	7/16/2018	7/13/2018
18-108	7/9/2018	Russell	Understanding the different between legislative and quasi-judicial P	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	PD	7/30/2018	
18-112	7/23/201	Olson	Clarification on City's crime data to be provided to previous graduat	PD	7/30/2018	7/24/2018
18-113	7/23/201	Barrenti	Greater detail on the EMRF expenses through the sharing of the EM	FAS	7/30/2018	
18-114	7/23/201	Barrenti	Requested IT policy on SPAM and how certain emails come through	IT	7/30/2018	8/2/2018
18-115	7/20/201	Barrenti	Provide the comparable information for the PUD project presented	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 E	CD	7/28/2018	7/24/2018
18-117	8/7/2018	Barrenti	Request for the true value of our water rights portfolio	PW	8/14/2018	8/8/2018

Numbe	Date Req	Requeste	Request	Assigne	Due Date	Date Completed
18-118	8/7/2018	Barrenti	Udpate on status of complaint against 4201 S. Bannock loose dog;	PD	8/14/2018	8/9/2018
18-119	8/9/2018	Olson	1270 East Bates Pkwy; two cars without plates, sofa in the driveway	PD	8/16/2018	
18-120	8/13/201	Martine	4097 S. Bannock St.	PD	8/20/2018	8/13/2018
18-121	8/14/201	Barrenti	Accounting for the Broadway flower pot project over the last sever	FAS	8/21/2018	
18-122	8/14/201	Barrenti	Explanation of where funding was appropriated but not spent on pr	FAS	8/21/2018	8/28/2018
18-123	8/14/201	Barrenti	What CDOT rules or regulations have changed from pervoius years	PW	8/21/2018	
18-124	8/14/201	Barrenti	History of the Malley Center and a summary of how the Center is fu	P&R	8/21/2018	8/25/2018
18-125	8/14/201	Barrenti	Did the solar panels on the roof of the civic center damanger the ro	PW	8/21/2018	
18-126	8/14/201	Barrenti	Why did the cost increase so much on the Civic Center roof in such	PW	8/21/2018	
18-127	8/14/201	Barrenti	Why won't CIRSA cover the hail damage to the Civic Center roof fro	HR	8/21/2018	8/16/2018
18-128	8/14/201	Barrenti	Document provided by Vicki Hoffman to the City Clerk.	Clerks	8/21/2018	8/14/2018
18-129	8/14/201	Barrenti	Financial breakdown of the funding received from the Arapahoe Co	FAS	8/21/2018	
18-130	8/14/201	Olson	PW sweep up sand deposited on the corner of Eastman and York by	PW	8/21/2018	
18-131	8/14/201	Barrenti	Employee census with costs for our employee base over the last 5 t	FAS/HR	8/21/2018	
18-132	8/14/201	Russell	Number of bicycle accidents in the City with locations listed for the	PD/CM	8/21/2018	8/14/2018
18-133	8/14/201	Olson	Report on the money spent on the repair of the Civic Center roof	FAS	8/21/2018	
18-134	8/14/201	Barrenti	Number of people who have applied for the flood recover funds.	CD	8/21/2018	8/14/2018
18-135	8/14/201	Barrenti	Emergency purchase information on the SAN. Show where this fund	FAS	8/21/2018	8/20/2018
18-136	8/14/201	Barrenti	Copy of the flood recovery application	CD	8/21/2018	8/14/2018
18-137	8/14/201	Barrenti	Copy of the policy for how those who apply for a flood recover gran	CD	8/21/2018	8/14/2018
18-138	8/23/201	Cuesta	Provide map of problem storm drains in town. Provide records of w	PW	8/29/2018	
18-139	8/23/201	Barrenti	What volume of material was pulled out of the storm drain in the al	Util	8/29/2018	8/28/2018
18-140	8/23/201	Russell	Request for a 'NO right turn' sign in the parking lot of Caribou Coffe	PW	8/29/2018	
18-141	8/27/201	Olson	Monitor young homeless male group around library that may be thr	PD	9/3/2018	8/28/2018
18-142	8/27/201	Olson	R1A Zone amd Household definition	CD	9/3/2018	8/24/2018
18-143	8/27/201	Russell	Request for an employee census; current vacancies within organizat	HR	9/3/2018	
18-144	8/27/201	Barrenti	Constituent members of contractual services chart depicted in budg	FAS	9/3/2018	8/28/2018
18-145	8/27/201	Barrenti	Breakdown of the HR program indicating the 25% turnover rate. W	HR	9/3/2018	
18-146	8/27/201	Council	Request that old audio recordings be fixed on the City's website.	Clerks	9/3/2018	
18-147	8/27/201	Council	The difference how data between 911 calls and nonemergency calls	PD	9/3/2018	8/28/2018

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18-148	8/28/201	Council	The number of Business that have closed after the City of Englewoo	FAS	9/4/2018	8/28/2018
18-149	8/29/201	Barrenti	Dispatch center call volume with breakout of 911 vs. emergent calls	PD	9/5/2018	8/28/2018
18-150	8/29/201	Wink	Meeting with Dir. Gonzalez to discuss retiree and turnover data	HR	9/5/2018	
18-151	8/29/201	Wink	Request ability to look at employee performance appraisal system a	HR	9/5/2018	
18-152	8/29/201	Barrenti	Info on reclassification of seasonal employees to part time from 20	HR	9/5/2018	
18-153	8/29/201	Olson	Write up on Pirates Cove: why it is not an enterprise fund? How is it	FAS/Pa	9/5/2018	
18-154	8/29/201	Olson	Playground condition assessment; Lifespan for new play systems	Parks	9/5/2018	
18-155	8/29/201	Martine	Will the building envelope improvements help with energy efficienc	CMO	9/5/2018	
18-156	8/29/201	Olson	What improvements need to be made to the Civic Center building a	PW	9/5/2018	