



## **Council Request Update**

October 4, 2018

**Council Request: 18- 174**

**Requested by:** Mayor Pro Tem Russell

**Request:** Concerns regarding police response to a civil standby.

**Assigned to:** Police Department

**Response:** Please see the response provided by Police Chief John Collins.

**Council Request: 18- 177**

**Requested by:** Mayor Olson

**Request:** Visit with a resident about concern of neighbor's illegal short term rental.

**Assigned to:** Police Department/Code Enforcement

**Response:** Please see the response provided by Code Enforcement Supervisor David Lewis

# Memorandum

To: Eric Keck, City Manager  
CC: Dorothy Hargrove  
From: John M. Collins, Chief of Police  
Date: September 27, 2018  
Re: Council Request 18-174

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Mayor Pro-Tem Russell requested information pertaining to a civil standby that was conducted by the Police Department on September 25, 2018 at 4399 S. Acoma Street. I have attached a copy of the Incident report to this memo as well as a statement to me by Sergeant Tracy Jones. Based upon the facts presented, it is my conclusion that the officers did not violate the law nor did they violate department policy in how they handled this particular incident.

## John Collins

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**From:** Tracy Jones  
**Sent:** Wednesday, September 26, 2018 2:32 AM  
**To:** John Collins  
**Cc:** Kelly Martin  
**Subject:** Civil Standby 4399 S Acoma St (DR# 1810499)  
**Attachments:** Scanned from a Xerox Multifunction Device.pdf

Chief Collins,

This is the information gathered from the Civil Standby at 4399 S. Acoma St. on Tuesday, 09-25-18. Ms. Kieft requested a civil standby to pick up property belonging to her father. Upon arrival with Officers Sammon, Martinez, and Schellpfeffer a male party by the name of Herman Candelaria greeted them. Herman stated he lived at the home and allowed Ms. Kieft and Officers to come in. Herman recognized Ms. Kieft and told her to come in. Ms. Kieft explained to Herman she was there to pick up property for her father. Herman was aware of the property and told Ms. Kieft where it was at in the home.

Once Ms. Kieft gathered the items she needed she left the home without incident. Shortly after taking the report on the civil standby, Ms. Kieft called to complain that relatives of Jill Schaffer (who was once married to her father) were driving by her home and she thought they were doing it to harass her.

At the same time, that Ms. Kieft was calling to make her report to Officer Moskal, I received a report from a subject who would only identify himself as J.J. to EPD Dispatch wanting to complain on Officers who handled the call. I returned a phone to the J.J. and he stated that Officers had helped Ms. Kieft steal stuff from Jill's home. J.J. stated Herman had the mental capacity of a 7 year old and could not consent to allow Ms. Kieft to take property. When I explained to J.J. what the Officers had noted, concerning Herman knowing Ms. Kieft, the whereabouts of the property, and other factors he stated he was only getting the information second hand. I explained to J.J. that I would have the Officers return and explain to Jill what had taken place. Officers Sammon and Martinez went back the 4399 S. Acoma St, address and spoke with Jill.

MPO Watts and I both responded to the location has well. When I walked into the home, I observed a male who I recognized as J.J. Margiotta from other contacts. J.J. was using his cellphone to record a conversation between Jill and Officer Martinez. I could not see Jill as J.J. was standing in the doorway blocking my view, but I could hear her. Jill was speaking very loudly, telling Officer Martinez that Herman did not have the right to let Ms. Kieft into her house. Each time that Officer Martinez attempted to explained anything to Jill, she would cut him off and start speaking loudly again. J.J. turned his cellphone off and started speaking with me in the kitchen of the home. I could still hear Jill and the conversation with Officer Martinez at the same time. J.J. stated he did not understand how Ms. Kieft could be allowed into the home with any paperwork from the courts. I explained to J.J. that no court paperwork is needed for a person to request a civil standby. J.J. did not understand how Ms. Kieft could enter the home. I explained to J.J. that Herman has legal standing in the house and was aware of the property that belonged to Ms. Kieft's father. With his standing in the home, Herman had the ability to allow Ms. Kieft inside. J.J. then stated that he had tools in the toolbox that Ms. Kieft had taken. I asked J.J. how would Ms. Kieft and Officers know he (J.J. who doesn't live at the home) had tools there. J.J. stated he understood that was something no one would know. I continued explaining to J.J. that had Herman said no Ms. Kieft could not enter the home the civil standby would have been cancelled and Ms. Kieft would have been referred to the Arapahoe County Civil Division. J.J. stated that now that Ms. Kieft has been in the home, she can come and take whatever she wanted. I advised J.J. that was not the case. Jill has made it clear to everyone living in the home that she does not want Ms. Kieft or her father at the home, therefore any further civil standby's would have to be conducted by the Arapahoe County Sheriff's Office. During this conversation with J.J. I continued to listen to Jill and Officer Martinez's conversation. Jill was very upset, and would not allow anyone to explain to her what was going on. J.J. was also listening to the conversation and turned to me and stated "Jill is just pissed right now and she needs someone to vent too, and I'm glad it's you guys and not me."

Officer Martinez advised Jill that I was in the home as well, but she did not want to talk to me. Jill continued to yell Officers and the conversation was not going anyway. I told J.J. that he could explain to her what I said, or once she calms down she could give me a call, I would be on duty until 6:30 AM. Officers then cleared the home.

See the attached report as well.

Let me know if there is more information you need. I will pass this information on to MPO Smith who is working Watch 1 on Wednesday.

Thanks  
Tracy



EPD  
INCLUSIVE CASE REPORT

Case Number  
1810499  
Date: 09/26/2018  
Page: 1 of 4

Begin Date/Time: 09/25/2018 16:58:55 Report Title: CIVIL STANDBY  
Occur. Location: 4399 S ACOMA ST Apt: City: ENGLEWOOD State: CO  
Number of Arrestees: 0 Agency ORI: CO0030100

Category PERSON Person Type ADDITIONAL PERSON SSN [REDACTED]  
First Name JESSICA Middle Name FAYE Last Name KIEFT  
Race WHITE Sex FEMALE DOB [REDACTED]  
DL Number/St [REDACTED] CO Name Type LEGAL  
HOME [REDACTED] S BANNOCK ST ENGLEWOOD CO 80110 Phone (720) [REDACTED]  
HOME [REDACTED] E. GIRARD PL ENGLEWOOD CO Phone (720) [REDACTED]  
HOME [REDACTED] SO. DELAWARE ST ENGLEWOOD CO Phone (720) [REDACTED]  
HOME [REDACTED] ENGLEWOOD CO Phone (720) [REDACTED]  
HOME [REDACTED] S DELAWARE ST ENGLEWOOD CO Phone (720) [REDACTED]

Category PERSON Person Type ADDITIONAL PERSON SSN [REDACTED]  
First Name GARY Middle Name KEITH Last Name OCONNOR  
Race BLACK OR AFRICAN Sex MALE DOB [REDACTED]  
DL Number/St [REDACTED] CO Name Type LEGAL  
HOME [REDACTED] S BANNOCK ST ENGLEWOOD CO 80110 Phone (720) [REDACTED]  
HOME [REDACTED] S BANNOCK ST ENGLEWOOD CO 80110 Phone (720) [REDACTED]  
HOME [REDACTED] S BANNOCK ST ENGLEWOOD CO 80110 Phone (303) [REDACTED]

Category PERSON Person Type ADDITIONAL PERSON SSN [REDACTED]  
First Name JILL Middle Name RENEE Last Name SCHAFFER  
Race WHITE Sex FEMALE DOB [REDACTED]  
DL Number/St [REDACTED] Name Type LEGAL  
HOME [REDACTED] ENGLEWOOD Phone (720) [REDACTED]  
HOME 4399 S ACOMA ST ENGLEWOOD CO 80110 Phone (303) [REDACTED]  
HOME 4399 S ACOMA ST ENGLEWOOD CO Phone (303) [REDACTED]  
HOME U: 4399 S ACOMA ST ENGLEWOOD CO 80110 Phone (720) [REDACTED]  
WORK [REDACTED] Phone (720) [REDACTED]

Category PERSON Person Type ADDITIONAL PERSON SSN [REDACTED]  
First Name HERMAN Middle Name PATRICK Last Name CANDELARIA  
Race WHITE Sex MALE DOB [REDACTED]  
DL Number/St [REDACTED] CO Name Type LEGAL  
HOME [REDACTED] S SANTA FE DRIVE [REDACTED] LITTLETON CO 80120 Phone (303) [REDACTED]  
HOME [REDACTED] S ACOMA [REDACTED] ENGLEWOOD CO 80110 Phone (303) [REDACTED]  
HOME [REDACTED] S CORONA Phone [REDACTED]

Category NARRATIVE  
SUPPLEMENT OFC. MOSKAL 1602  
On 09/25/18 after 1800 hours I received a phone report of harassment from SB1 KIEFT, JESSICA ([REDACTED]). KIEFT



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Occur. Location: 4399 S ACOMA ST

Apt: City: ENGLEWOOD State: CO

Number of Arrestees: 0

Agency ORI: CO0030100

stated she was just escorted by Englewood Police at approximately 1730 hours at the residence at 4399 S Acoma St. KIEFT explained she and her dad went to the address with police for a civil standby for her father to retrieve property that was left at the house. KIEFT stated her father used to be married to the woman who lived there, and he left property there that he wanted to pick up. Officers stood by to keep the peace, KIEFT and her father gathered what he needed and they left the residence.

KIEFT stated she returned home at approximately 1808 hours and received telephone communication from CANDELERIA, JUSTICE (Unknown DOB) stating that he did not want to be involved in any of this anymore. KIEFT stated JUSTICE was not threatening or harassing to her. then KIEFT observed CANDELERIA's sister, SCHAFFER, KELSIE (Unknown DOB) and her boyfriend, Unknown Name and DOB, drive past KIEFT's house at S Bannock St. KIEFT was concerned because she believes KELSIE's boyfriend is in a gang and KIEFT thinks they are going to damage her vehicles out in front of her residence.

I told her I'd contact JUSTICE and let him know the calls and passing by KIEFT's house needs to cease.

JUSTICE was already on the phone making a complaint with the on duty supervisor at the time. Ofc. SAMMON and Ofc. MARTINEZ went back to the Acoma address to follow up.

NFAT

Category NARRATIVE

IR- completed by Sammon

On 09/25/2018 around 1700 hours dispatch received a call requesting a civil standby at 4399 S Acoma St Englewood CO 80110.

When I arrived I contacted the person requesting the civil stand by SB1 (KIEFT JESSICA [redacted]). SB1 Kieft stated that her father used to live at 4399 S Acoma St and when he left he was unable to take all of his personal belongings from the residence. SB1 Kieft stated that she just wanted police there to keep the piece and to ensure that there were no problems while she tried to retrieve her father's belongings.

When I went to the front door of the house and knocked, SB3 (CANDELARIA HERMAN [redacted]) answered the door and immediately recognized SB1 Kieft and invited her into the home.

When SB1 Kieft explained that she was there to get some of her father's things SB3 Herman said that they should be on the back patio and told Sb1 Kieft to follow him. SB1 Kieft stated that she was looking for an old helmet that her dad had since he was 19 years old. SB1 Kieft knew exactly what she was talking about but was unable to find it. SB3 Herman Stated that he thinks SB4 (SCHAFFER JILL [redacted]) may have hidden it. SB1 Kieft also stated that she was looking for a big glass ball. SB3 Herman pointed to the North West corner of the patio and said it's over there. SB1 Kieft stated that she was also looking for her father's toolbox. SB3 Herman stated that it's the red toolbox in the shed, but the shed might be locked. This is when SB3 Herman told SB1 Kieft to go and check if the shed was locked. The shed was not locked and SB3 Herman said that SB1 Kieft could grab the toolbox out of it. SB1 Kieft also noticed an antique telephone that was hanging from the ceiling. SB1 Kieft told SB3 Herman that the phone was her dads and

Case Number 1810499 - IR

Report Title: CIVIL STANDBY


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Reporting Officer SAMMON, TREY

Date Printed 09/26/2018

Time Printed 01:35:54

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	<b>EPD</b>		Case Number 1810499
	<b>INCLUSIVE CASE REPORT</b>		Date: 09/26/2018
			Page: 3 of 4

Begin Date/Time: <u>09/25/2018 16:58:55</u>	Report Title: <u>CIVIL STANDBY</u>
Occur. Location: <u>4399 S ACOMA ST</u>	Apt: _____ City: <u>ENGLEWOOD</u> State: <u>CO</u>
Number of Arrestees: <u>0</u>	Agency OR#: <u>CO0030100</u>

SB3 Herman told her to take it, and even told SB1 Kieft where a ladder was to help her get the phone down. Finally SB1 Kieft stated that the green elephant statue in the back yard was her fathers too.

SB1 Kieft was unable to carry the red toolbox or the green elephant, so she called her boyfriend SB2 (OCONNOR GARY [REDACTED]) to help her carry them to their vehicle. When SB2 Gary came into the residence SB3 Herman recognized him and they hugged each other. SB2 Gary grabbed and carried the green elephant as well as the red tool box to the vehicle. SB1 Kieft carried the big glass ball and the antique telephone to the vehicle. SB1 Kieft and SB2 Gary left the residence peacefully in their vehicle.

Later in the evening on 09/25/2018 SB4 Jill called and reported that her house had items stolen from it and that the police helped her. I went back to 4399 S Acoma St, and contacted SB4 Jill. SB4 Jill stated that SB1 Kieft had no right to go into her house and that the property that SB1 Kieft took was not hers to take. SB4 Jill stated that I let SB1 Kieft into the house, when I tried to explain that I didn't let SB1 Kieft into the house and that SB3 Herman let SB1 Kieft in, SB4 Jill kept interrupting and raising her voice. SB4 Jill was upset that SB3 Herman let SB1 Kieft into the house because she said that SB3 Herman doesn't live there and doesn't have the right to let people in. SB3 Herman told me that he lives at the residence because SB4 Jill takes care of him because of his dialysis. SB4 Jill stated that SB3 Herman doesn't live there, and that he only stays there a few days a week when he needs rides to doctors' appointments.

SB4 Jill kept arguing, raising her voice and interrupting myself and Officer Martinez every time we tried to speak. SB4 Jill was informed that if she wanted the property back she would have to sue in civil court and that there was nothing I could do. SB4 Jill continued to argue with us and interrupting us, so at this time we decided to leave the residence.

Category NARRATIVE

Written by Officer B. Martinez 0401  
Supplemental Report- Civil Standby

On 092518, at approximately 1727 hrs, Officer Sammon and I were dispatched to 4399 South Acoma Street regarding a civil standby.

Upon arrival, we contacted RP) Jessica Kieft ([REDACTED]) who stated she was here to pick up her father's property. Officer Sammon knocked on the door and SB1) Herman Patrick Candelaria ([REDACTED]) answered it. SB1) Herman Patrick Candelaria immediately recognized RP) Jessica Kieft. SB1) Herman Patrick Candelaria allowed us into the house. He told RP) Jessica Kieft she did not need to bring the police. RP) Jessica Kieft told SB1) Herman Patrick Candelaria she wanted the police so there would be no issues with SB4) Jill Schaffer ([REDACTED]). RP) Jessica Kieft told SB1) Herman Patrick Candelaria she need to pick up her father's belongings and he advised her father's property is in the backroom. SB1) Herman Patrick Candelaria escorted us to the backroom. I heard her ask for her father's tools, a helmet, glass container, and a green elephant. SB1) Herman Patrick Candelaria directed RP) Jessica Kieft to the outside shed and stated the tools are there but it's probably locked. He told her to go check to see if the shed is locked. She discovered the shed was not locked and she and her boyfriend gathered the toolbox out of the garage. RP) Jessica Kieft collected the green elephant which is a flower pot and it was outside. SB1) Herman Patrick Candelaria was directing her to where the rest of the property was at.



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INCLUSIVE CASE REPORT

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Occur. Location: 4399 S ACOMA ST

Apt: City: ENGLEWOOD State: CO

Number of Arrestees: 0

Agency ORI: CO0030100

While I was talking to SB1) Herman Patrick Candelaria he stated SB4) Jill Schaffer is an ex and he is living with her while he is going through dialysis. He advised he knew RP) Jessica Kieft's father and he asked her where he is living. RP) Jessica Kieft advised him that her father is in Florida. RP) Jessica Kieft gathered the property and left without incident.

A short time later, Sgt. Jones called us back to the station. He informed us that SB4) Jill Schaffer called and was upset that we allowed RP) Jessica Kieft into her house. We explained to her that SB1) Herman Patrick Candelaria allowed us into the house and direct us to where RP) Jessica Kieft fathers property was at. We advised her that SB1) Herman Patrick Candelaria stated he lives here. SB4) Jill Schaffer stated SB1) Herman Patrick Candelaria does not live here but she allows him to stay a few days a week to help with dialysis. I asked her if she told SB1) Herman Patrick Candelaria not to allow anyone into the house and she replied, I did not know I had to tell him that. I then told SB4) Jill Schaffer, I had learned that SB1) Herman Patrick Candelaria has the mental state of a 7 year old. She stated he does. I asked her why she leaves him alone then. She replied that she did not know. As we were trying to talk to SB4) Jill Schaffer she continued to talk over us. Due to her uncooperative behavior we left the residence.

When we dealt with SB1) Herman Patrick Candelari, he appeared to be fine and he showed no signs of mental stated of a 7 year old. He had full conversations, recognized people, and knew where things were.

Nothing Further





**TO:** Chief John Collins

**FROM:** Code Enforcement Supervisor David Lewis

**DATE:** October 2<sup>nd</sup>, 2018

**SUBJECT:** Council Request 18-177

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Requested by: Mayor Olson: Asked for the PD and Code Enforcement to visit with Tammy Williamson who resides at 4198 S. Washington Street with her concerns of the home next door to hers that has an illegal short term rental.

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On 10/02/18 Code Enforcement and the Police Impact Unit met with Ms. Olson. Ms. Olson's concern is about the use and occupancy of the property next door at 4188 S Washington St. Ms. Olson was referred to Community Development regarding the open case as it relates to the use, occupancy, building or permits at the property. Ms. Olson will call the police department when new concerns outside of the current use and occupancy complaint arise.

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 permit?	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	9/26/2018
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

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 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	8/22/2018
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

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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	8/9/2018
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	9/5/2018
18-155	8/29/201	Martine	Will the building envelope improvements help with energy efficienc	CMO	9/5/2018	9/10/2018
18-156	8/29/201	Olson	What improvements need to be made to the Civic Center building a	PW	9/5/2018	
18-157	9/4/2018	Barrenti	Review of policies and possible remedies of unleashed dogs at Dunc	Parks	9/11/2018	9/6/2018
18-158	9/5/2018	Martine	Illegal rental at 4188 S. Washington St. - investigate parking proble	PD/CD	9/12/2018	9/11/2018
18-159	9/5/2018	Martine	Examine Report on the Chris Duis tree issue	CAO	9/12/2018	9/6/2018
18-160	9/5/2018	Cuesta	What is legal and what is not regarding short term rentals	CD	9/12/2018	9/6/2018
18-161	9/6/2018	Olson	2201 W. Iliff - explanation of process and rejection of a project by t	CD	9/13/2018	9/18/2018
18-162	9/11/201	Russell	Request for the fee waiver info to be put in Englewood Citizen for	Comm	9/18/2018	
18-163	9/11/201	Barrenti	Information on why the State of CO abandoned the standardized sa	FAS	9/18/2018	
18-164	9/11/201	Barrenti	Historical audit data information from the FAS.	FAS	9/18/2018	
18-165	9/11/201	Barrenti	Info on appeals of denials of permit waivers and flood grants	CD	9/18/2018	9/11/2018
18-166	9/18/201	Olson	Update on Flood Study	PW	9/25/2018	
18-167	9/18/201	Cuesta	Police report from 4170 S. Pearl Street and John Reed	PD	9/25/2018	9/18/2018
18-168	9/18/201	Wink	Update on ADU's and what next steps might be	CD	9/25/2018	9/18/2018
18-169	9/18/201	Martine	Has mattress been removed from alley in the 4600 block between A	PW	9/25/2018	
18-170	9/18/201	Barrenti	Show additional concrete ramp locations on City's website	PW	9/25/2018	
18-171	9/18/201	Olson	Description on how public auctions of surplus municipal equipment	FAS	9/25/2018	9/20/2018
18-172	9/18/201	Cuesta	Economic data or impact of the Englewood Block Party in the form	Comm	9/25/2018	9/20/2018
18-173	9/24/201	Council	Send Excel spreadsheet of budget info to City Council members	FAS	10/2/2018	
18-174	9/26/201	Russell	Concerns regarding police response to a civil standby.	PD	10/3/2018	9/27/2018
18-175	9/26/201	Russell	Provide a list of properties that EEF and the City own versus the EEF	FAS	10/3/2018	
18-176	9/27/201	Barrenti	Provide additional history of the Employee Benefits and Risk Manag	HR	9/25/2018	9/27/2018
18-177	10/2/201	Olson	Visit with resident about concern of neighbor's illegal shrot term re	PD	10/9/2018	10/3/2018

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18-178	10/2/201	Olson	Report on the PD staffing allocated for the FY19 budget be complet	PD	10/9/2018	
18-179	10/2/201	Olson	EEF/EMRF restructure and plan brought forward within next 30 day	PW/CA	10/9/2018	
18-180	10/2/201	Olson	Workshop on infrastructure funding prior to the end of the year	CMO	10/9/2018	