



Manager's Memo

March 3, 2016

Communications;
Fire;
Parks, Recreation & Open Space (PROS);
Public Works;
Water

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March 3, 2016

CALENDAR OF EVENTS

Attached.

POLICY COMMITTEES

Policy Committee Agendas

None.

Policy Committee Minutes – Draft

Planning and Economic Development	February 10, 2016
Public Relations, Communications, Tourism, Libraries and Citizens Groups	February 16, 2016
Public Safety, Courts and Civil Service	February 18, 2016
Federal, State and Intergovernmental Relations	February 19, 2016

OTHER MINUTES

Local Licensing Authority – Approved	February 2, 2016
Local Licensing Authority – Draft Summary of Actions	March 1, 2016

DEPARTMENT REPORTS

Attached.

THIS WEEK’S DUTY OFFICER

Jason Batchelor will be the Duty Officer beginning March 4 through March 10. Jason may be reached at 303-993-4172 or on his cell at 303-378-4131. The AMC Security phone number is 303-326-8911.

THIS WEEK’S PUBLIC INFORMATION OFFICER (PIO) FOR THE CITY MANAGER’S OFFICE (CMO)

Lori MacKenzie will be the on-call PIO for the CMO beginning March 4 through March 10. Lori may be reached at 303-552-6291.

COUNCIL-MANAGER CALENDAR OF EVENTS
ACTIVITIES SCHEDULED THIS WEEK:

	March 5-9		NLC Congressional City Conference, Washington D.C.
Monday	March 7	1:00 p.m.	Aurora Commission for Seniors, Aurora Center for Active Adults, 30 Del Mar Circle
Tuesday	March 8	1:00 p.m.	Civil Service Commission, Fitzsimons Room, 3 rd Floor
		6:30 p.m.	Citizens Advisory Committee on Housing & Community Development, Martin Luther King Jr. Library, 1 st Floor. 9898 East Colfax Avenue
		6:30 p.m.	Historic Preservation Commission, Aurora History Museum, 15051 East Alameda Parkway
Wednesday	March 9	2:00 p.m.	Closing Celebration to Recognize the First Land Buffer Acquisition Under the
		3:00 p.m.	Buckley Air Force Base Compatible Use Buffer Program, Arapahoe CenterPoint Plaza Englewood Room, Garden Level, 14980 East Alameda Drive. RSVP by March 4 th at Hillary.merriitt@tpl.org or 303-867-2332
		6:00 p.m.	Dr. Martin Luther King Jr. 30 th Annual Commemoration Reception, City Café, 2 nd
		7:30 p.m.	Floor. Contact Barbara x37257
		6:00 p.m.	Ward III Town Hall Meeting, Aurora Chamber of Commerce, 14305 East
		7:30 p.m.	Alameda Avenue, 3 rd Floor. Contact Mayor/City Council x37015
		6:00 p.m.	Florida Station Parking and Mobility Neighborhood Meeting, EcoTech Institute,
		8:00 p.m.	1400 South Abilene Street. Contact 303-739-7300 or parking@auroragov.org
Thursday	March 10	9:00 a.m.	16 th Annual Service Appreciation and Special Recognition Award Ceremony,
		11:00 a.m.	Council Chambers, 1 st Floor. Contact Ed x37484
		2:30 p.m.	Event rescheduled at a future date Moorhead Recreation Center
		3:30 p.m.	Groundbreaking Ceremony, Moorhead Recreation Center, 2390 Havana Street. Contact Sherri Jo x37161
		6:00 p.m.	Veterans Affairs Commission, Fletcher Room, 1 st Floor
		6:00 p.m.	Fire Department 2016 Spring Promotional Ceremony, Council Chambers,
		8:00 p.m.	1 st Floor. Contact Diane x38975
		6:00 p.m.	At-Large Town Hall Meeting, Aurora Central Library, 14949 East Alameda
		8:00 p.m.	Parkway, Large Community Room. Contact Mayor/City Council x37015
		6:30 p.m.	Aurora Fox Arts Center Board, Aurora Fox Arts Center Lobby, 9900 East Colfax Avenue
Friday	March 11	8:30 a.m.	Aurora@Home Governing Board, Martin Luther King Library, 2 nd Floor, 9898 East Colfax Avenue. Contact Hannaha 720-251-2066
		1:00 p.m.	Public Defender Commission, Aurora Justice Center, 14999 East Alameda Parkway

Saturday	March 12	8:00 a.m.	2016 High Line Canal Cleanup, Community College of Aurora, 16000
		12:00 p.m.	CenterTech Parkway. 8:00 a.m. Check-in. Contact Mary x37372
		1:00 p.m.	Ward I Say It To Sally Open Door Meeting, Martin Luther King Library, Study
		3:00 p.m.	Room A, 9898 East Colfax Avenue. Contact Mayor/City Council x37015
		5:30 p.m.	Metro Center Provider Network's 12 th Annual Green Tie Gala, The Hyatt Regency
		10:00 p.m.	Denver Tech Center, 7800 East Tufts Avenue, Denver. Contact John Ried
			303-761-1977 ext. 1124 or Laura Larson 303-761-1977 ext. 1171
Sunday	March 13	1:00 p.m.	Aurora Museum Foundation Annual Meeting, Aurora History Museum, 15051
		2:00 p.m.	East Alameda Parkway
		2:30 p.m.	The WWII Homefront: Fears, Foes and Blackout Curtains, Aurora History
		3:30 p.m.	Museum, 15051 East Alameda Parkway

FUTURE ACTIVITIES

Monday	March 14	7:00 p.m.	Cherry Creek School District Board of Education Meeting, Antelope Ridge
			Elementary School, 5455 South Tempe Street
		7:30 p.m.	CITY COUNCIL MEETING , Council Chambers, 1 st Floor
Tuesday	March 15	3:00 p.m.	Public Relations, Communications, Tourism, Libraries and Citizen Groups
			Committee, Ponderosa Room, 5 th Floor. Contact Carla x37168
		5:30 p.m.	Metro Wastewater Reclamation District Board of Directors Meeting, 6450 York
			Street, Denver
		6:00 p.m.	Board of Adjustments and Appeals, Aspen Room, 2 nd Floor
		6:00 p.m.	Ward V Town Hall Meeting, Shalom Cares, 14800 East Belleview Drive. Contact
		8:00 p.m.	Mayor/City Council x37015
Wednesday	March 16	9:00 a.m.	Parks, Public Works and Transportation Policy Committee, Mt. Elbert Room, 5 th
			Floor. Contact Brenda x37301
		3:30 p.m.	Foundations, Quality of Life and Boards and Commissions Committee, Mt. Elbert
			Room, 5 th Floor. Contact Stephanie x37023
		5:30 p.m.	Dinner with the Aurora Public Schools Board of Education and Superintendent,
		7:30 p.m.	Woolley's Classic Suites, 16450 East 40 th Circle. Contact Elizabeth x37521
		6:00 p.m.	Election Commission, Fletcher Room, 1 st Floor
Thursday	March 17	7:15 a.m.	Mornings with Marsha and Mounier, Aurora Hills Golf Course, Tin Cup
		8:30 a.m.	Restaurant, 50 South Peoria Street. Contact Mayor/City Council x37015
		8:00 a.m.	General Employees' Retirement Board, Aurora Corporate Plaza, 12100 East Iliff
			Avenue, Suite 180
		3:30 p.m.	Public Safety, Courts and Civil Service Policy Committee, Aurora Room, 1 st
			Floor. Contact Deborah x38990

Thursday, March 17th Continue

- 6:00 p.m. Fitzsimons Village Parking and Mobility Neighborhood Meeting, Aurora Strong
8:00 p.m. Resilience Center, 1298 Peoria Street. Contact x37300 or parking@auroragov.org
- 6:30 p.m. Ward IV Town Hall Meeting, EcoTech Institute, 1400 South Abilene Street.
8:30 p.m. Contact Mayor/City Council x37015

- Friday March 18 2:00 p.m. Federal, State and Intergovernmental Policy Committee, Ponderosa Room, 5th
Floor. Contact Tyra x37046
- 3:00 p.m. Water Policy Committee, Mt. Elbert Room, 5th Floor. Contact Pam x37378

- Saturday March 19 8:00 a.m. Aurora Public Schools Regional Contest for National History Day, Anschutz
12:30 p.m. Medical Campus, Education 2 Building, 13121 East 17th Avenue. Contact Jessica
x36663

- Sunday March 20 **NO EVENTS SCHEDULED**

**PLANNING AND ECONOMIC DEVELOPMENT
POLICY COMMITTEE MEETING**
February 10, 2016

Members Present: Chair Brad Pierce, Council Member Bob LeGare, Council Member Marsha Berzins

Other Members: Mayor Steve Hogan, Council Member Sally Mounier

Others Present: Jason Batchelor, Andrea Amonick, Mindy Parnes, Vinessa Irvin, Tod Kuntzelman, George Koumantakis, Karen Hancock, Nathan Owens, Bob Hagedorn, Scott Berg, Tony Chacon, Jennifer Orozco, Dexter Harding, Kevin Hougen, Gayle Jetchick, Dick Hinson, Paul Rosenberg, Marianne Farrell

APPROVAL OF MINUTES

CM Bob LeGare request to edit Page 6, first full paragraph, change to; “hopefully Children’s Hospital will come in and link up with a private sector developer like Corporex to build their high rises and lease the land to the private sector so we can get some tax dollars from it.”

Otherwise, the minutes were approved as written.

FAX AURORA UPDATE

Summary of Issue and Discussion:

Development Services Project Manager Jennifer Orozco mentioned two years ago Council authorized staff to negotiate an agreement with the Aurora Chamber of Commerce to launch Fax Aurora. It covers a large area which ranges from 6th Avenue up to Montview Boulevard and Yosemite to Chambers. Over the course of two years the City paid out \$65,000 to support the startup of the business league. Ms. Orozco introduced Bob Hagedorn, President/CEO of Fax Aurora, who explained what Fax Aurora is and gave a verbal presentation. He passed out a handout to Council Members that gave additional information. Mr. Hagedorn mentioned that they publish a fair amount of their information in Spanish. He explained Transformation Tuesday, which is a way for the league to promote individual businesses and also other business news. He brought up that they are dealing with many issues and homelessness is one of those issues. As of last June there are more homeless people coming into the North Aurora area and have noticed an increasingly number of women amongst them. Research has shown (not criticism), that homeless people seem to generate more litter than policy makers realize. The concern they have in their residential area is midnight dumpster dumping, particularly hazardous materials, and mentioned a lot of people are leaving their dumpsters open with the hope that the homeless will use them for their litter. However, the business owners are taking a risk with getting fined for hazardous materials being dumped into their dumpsters. Mr. Hagedorn has been in touch with the City Manager to notify him of this and to relay that this is not only a North Aurora issue.

CM Sally Mounier mentioned she meets bi-monthly with Fax Aurora to exchange and share information. She mentioned that it works well and sees it working well in years to come. She also publicly thanked Gayle Jetchick for her involvement and for being a great role model.

CM Bob LeGare serves on the Board of Mile High Behavioral Health Care and mentioned that they own and operate Comitis Crisis Center and they are looking at a street homeless outreach team. This team will find out who the homeless people are and try and get them off the street. Comitis received a Federal grant and are working to find homeless teenagers who spend their time in downtown Denver. He also notified the committee that the City is hiring a homeless coordinator.

Development Services/AURA Manager Andrea Amonick referenced Mr. Hagedorn’s comment regarding the business goals related to immigrant and refugee communities that live in North Aurora. She presented a status update on the SBDC which offers opportunities to help those businesses to consult with them. She said that staff enjoys reaching out to the small businesses, helping them, and consulting with them on anything. Chad Argentar, Economic and Business Development Supervisor, is responsible for that task and is working with an internal committee to determine how we can achieve the goals in this strategic plan. Ms. Amonick encouraged Mr. Hagedorn and his constituents to make sure that they are aware

of those services and mentioned they would be happy to provide any collateral needed to make sure the most effective connections are made. Mr. Hagedorn mentioned he will be starting to meet with a small group of Colfax Business Advocates to discuss logic and ideas to develop plans to share with the Development Services Division.

Chair Pierce asked for clarification of the MOU compliance report. Ms. Amonick explained what the report is as well as their formal organization structure such as the business improvement district, and that a report is given when the annual operating budget is complete. She said that since this is a 501(c)(6) that is not financially supported by the City, there are no requirements for reporting. Chair Pierce agreed that Fax Aurora would give their verbal report annually and present backup materials if needed. Assistant City Attorney George Koumantakis mentioned on Page 15 under 8 sub (f) of the contract, there is a monthly requirement to provide financial reports, but there is not an annual requirement for reporting.

Outcome: The Fax Aurora update was presented and a verbal report and written backup will be provided for the committee annually.

Follow-up Action: No further action is required.

2015 DEVELOPMENT REVIEW ANNUAL REPORT

Summary of Issue and Discussion:

Mayor Steve Hogan expressed his concern and questioned the fees on infill development and redevelopment. He wants to encourage redevelopment and infill development and mentioned that steps have been taken to work with Zoning to try and make that happen. His concern is, regardless of what part of the City is being developed, whether it's a new part, an undeveloped part, a redeveloped part, or if it's a small or big project, the same fees apply. He said if we as a City want to encourage infill, small development, redevelopment, there should be a way, if it is appropriate, to take our fees and modify them for those infill and redevelopment areas. It should tie into our policy to make it easier rather than more difficult to engage in redevelopment in the City. If it's legal, it should be considered to review changing the fee structure for infill development and redevelopment.

Chair Pierce informed the Mayor that the Work Plan for 2016 was discussed at the last meeting and asked staff to bring forward a fee structure and a separate fee structure for what other cities are doing to incorporate infill development. Deputy City Manager Jason Batchelor said the backup material gives the 2015 annual report of the development review functions but can return next month with an overview of some additional comparisons of other cities and what other jurisdictions are doing. Mayor Hogan said he would return to the March meeting for those specifics.

Office of Development Assistance Manager Vinessa Irvin added that several years ago they took a look at and made several changes around infill development especially as it related to parks fees and the dedication required for residential within those infill developments, which reduced the cost significantly. Because of some possible legal issues, other fees were not reviewed. In March, we can return with a good overview of what was already done, as well as some additional areas where other fees could be changed, along with some comparisons of other city's fees.

Planning Manager Mindy Parnes mentioned that in the existing Zoning Code there is a process identified as the "Redevelopment Plan" which allows for a simple administrative review, much like a minor amendment, in which the Zoning Code Development Standards are simplified to allow for redevelopment of existing properties.

CM Berzins requested to know what all the different fees are and asked for clarification of the Development Handbook, Fee Schedule 5, which reads "Qualified infill development and development within transit station areas are exempt from the Open Space requirements."

Ms. Irvin stated as mentioned previously, a couple of years ago we brought some changes to Council as it related to parks fee requirements but for any other development that's not considered as infill or within a TOD, there are requirements for residential to provide a certain amount of open space; either a dedication of land, or cash-in-lieu payment so the city can purchase open space in another area which is no longer a requirement for an infill development. CM Berzins asked if all infill developments qualify as infill developments. Ms. Irvin said yes for the most part and mentioned that next month an

analysis of the cost structure and the fees for infill will be brought to the committee and will explain the changes made in detail.

CM Berzins agreed with what Mayor Hogan is concerned about with the fees and believes that if people are walking away from property in Aurora, that's a problem and expressed that we need to be the best. Ms. Irvin agreed and stated that the comparison was something that Chair Pierce asked for and also agree that we need to think a little bit differently about the way that we charge our fees. We will take a look at what other cities are doing for ideas and suggestions. Chair Pierce mentioned we need to have a competitive advantage for people to come to Aurora.

Ms. Irvin talked about a few of those highlighted improvement areas covered in the Annual Report such as;

- Zoning Code Update
- The Single Point of Entry
- The Development Center

Tod Kuntzelman, Permit Center Manager, explained that they have the capability to track time to know the appropriate amount of staff needed, how many people are served monthly, and the wait times for each area. He announced that the current wait time is under 3 minutes on average and that new technology is being reviewed which will send an email notification to all the supervisors if the amount of wait time is running over.

CM Mounier asked if a walk-in customer doesn't know how to use the electronic system would there be a staff member available to help them. Mr. Kuntzelman said yes, there are staff present to give them the best customer service. The electronic system provides information in English and in Spanish and 50% of the applications are submitted online.

Ms. Irvin mentioned that a designer for the Development Center was identified and hope to have a contract completed soon. She also informed that the certification for the International Accreditation Service (IAS) was renewed for 2016 by the Building Division. We are still the only accreditation in the state. In 2015, a new policy was established regarding how we are going to manage staffing levels and that more focus is on performance measures. She said that development activity remained strong and robust in 2015 and is expected to continue into 2016 because of some of the special projects such as; development around the light rail, Gaylord, and additional redevelopment in the Westerly Creek area. The total revenue in 2015 was \$14.1 million and expenditures were \$10.9 million which allowed for an increase in funds available of just over \$3.2 million.

CM LeGare asked for a brief overview of the private sector involvement in the Zoning Code rewrite. Planning Supervisor Karen Hancock explained that extensive stake-holder outreach has occurred as well as to members of the Steering Committee on the business side. The Joint Task Force has been used as the Launch Pad and have done some outreach via the website. Also, the round table was well attended by our business customers and staff is getting the word out and are receiving lots of comments. CM LeGare asked specifically about the small business group. Ms. Hancock replied that staff hasn't had much luck penetrating small businesses because of the amount of work to research and the small business customers don't have the time to review the Zoning Code. We have placed on our website a customer sign-up to receive updates which is monitored. Another round table meeting is scheduled on February 29th and we will have a list of all outreach activities available.

Outcome: The 2015 Development Review Annual Report update and written backup will be provided for the committee annually.

Follow-up Action: No further action is required.

OVERVIEW OF THE DEVELOPMENT REVIEW PROCESS

Summary of Issue and Discussion:

Ms. Irvin explained that the Development Handbook was compiled as a step-by-step guide for the City's development review process and mentioned a few of the highlights such as:

- Effective Communication
- Environment of Partnership

- Pre-submittal Meetings
- Electronic Plan Submittal and Plan Review
- Computer Tracking Software and Online Project Status

Ms. Irvin went through an overview of the information listed in the handbook and mentioned that while proceeding through the process, several options are available to check the progress of a project plan review, ask questions about comments received, or determine what the next steps in the process will be.

CM LeGare asked if there is a process for the smaller projects. Ms. Irvin answered absolutely and that sometimes the Plans Reviewer from the Building Division will inform ODA if someone needs additional assistance. She mentioned that on the website, there's information specific to building modifications, which is a straightforward approach.

CM LeGare asked what the plan review turnaround time is for a smaller project. Chief Building Official Scott Berg answered that it depends if there is a change in occupancy or if there are water issues but otherwise, it's a three-day maximum review time within the Building Division. CM LeGare asked what the status is with the Water Department holding up small projects. Mr. Berg answered if it involves plumbing, Aurora Water does want to be involved. CM LeGare said he'd take his questions to the Water Committee.

Chair Pierce asked if we have always encouraged developers to meet with HOA's because he didn't see anything in the handbook. Ms. Irvin answered that it is in the Plan Review description of the Planning section and it is also discussed at the pre-application meeting and included in the notes from that meeting.

Chair Pierce commented that Mr. Koumantakis has developed a brochure to help citizens when they testify at Public Hearing on their development. It would be helpful for citizens to know what parameters the Planning Commissioners are looking for and what items are important when they have to speak at a Public Hearing. Ms. Irvin said she could put a link in the handbook and add an attachment to the brochure to explain the process.

Outcome: The Overview of the Development Review process was presented and a verbal report and Development Handbook was provided to the committee.

Follow-up Action: Staff will return with a fee structure and a separate fee structure for what other cities are doing to incorporate infill development.

MISCELLANEOUS

AEDC by Dick Hinson

- Avitus, a headquarters operation, just opened in Cherry Creek Place. It's a business services support company out of Montana. It is starting out with 175 people and hoping to get up to 500 within the next ten years. This is going to be a huge operation.
- Yuriy has a couple of big projects he's been working on. Also, we are getting ready for DC 2016 which is June 13-15th. Morgan has started holding meetings on major issue areas so the agenda can be developed earlier this year. The agenda issues will be sent to our congressional delegation as soon as they are finalized so the delegation can report on their efforts at addressing these issues when we see them in June.

AURORA CHAMBER OF COMMERCE by Kevin Hougan

- It's Women in Business month. Tomorrow is our luncheon and we are honoring 11 of our Aurora businesswomen at the Doubletree.
- The Chamber of Commerce Awards Banquet is March 25th. The business person of the year is Dick Hinson for 2016.
- We are starting a radio program, Salem Communications. They are based at 3131 Vaughn, 6th floor in Aurora. We are starting a business hour review on Mondays, from 4 to 5. It's a new station called 1690. Hopefully we will be able to interview council on different projects and maybe city staff too.

HAVANA BID by Gayle Jetchick

- The old Le Peep Restaurant in the Village on the Park Shopping Center has been demolished and site preparation for the new retail is underway.
- The old Buckingham Gardens low income apartments have been demolished and crews are still working to clear the debris to make way for Phase II of Villages at Westerly Creek. This new development will include 51 units for low income families and 24 flats for low income seniors.
- A question was asked how far back records go for the old Fountain Head sign. I could not find it since 1978, it was not on the city's website since then. The sign in the median at Cornell & Havana has been demolished to make way for new landscaping and irrigation which Infinity is paying for.
- City staff has received the draft of the market study recently performed on the Fan Fare site and are working on final comments before the study can be released. I have helped staff by providing current retail lease rates in the Havana District, as well as working with my contacts at the Lowry Redevelopment Authority and Lowry Master Association to determine the status of the Lowry Vista project to confirm/refute one point in the draft market study. I have not seen the market study myself, but am just responding to requests from city staff at this point.
- AutoMart USA's plans for exterior improvements and new signage has temporarily stalled out at the city because their sign company did not supply the needed files and did not pay the permit fee yet. It turns out this sign company is not licensed to do business in Aurora and there is a language barrier causing some misunderstanding here. I worked with the sign company owner and he now knows the steps he needs to take to get the project back on track.
- Our annual government audit is set for February 12 to be performed by Diane Wheeler, principal of Simmons & Wheeler, special district auditors located in Centennial.
- We are working with 9News on a new TV commercial for the Havana Motor Mile auto sales.
- A Valentine's Day Gum Drop Festival was held February 13 and grocery cart races will be held on February 23. There are 35 teams raising funds for Comititis Crisis Center and \$46,000 has already been raised.
- The Pop-Up Gallery idea and setting up KETO radio (Endale) at Havana Tower has fizzled out because, in both cases, the owner of Havana Tower is not willing to give tenant space or roof top space (for an antenna) away for free or at greatly reduced lease rates. The artists needed free space for a 30-60 day period for a pop up gallery and the radio station wanted free or greatly reduced studio space and to be able to place an antenna on the roof top for free. There is another African radio station at 50 S. Havana. This station is Internet based and run by some of the Ghanan gentleman affiliated with the Afrikmall. I worked with Bob Hagedorn to get KETO/Endale and the Ghanan gentleman together to talk last Friday about a possible partnership.
- The number of homeless hanging out and panhandling in the Havana District continues to be constant, even during the cold weather. The property manager at Havana Tower has had to step up security and search the building each evening before he leaves/locks up and again in the early morning because he has people sleeping and washing up in restrooms and utility closets throughout the building. We still have young guys with squeegees hanging out in parking lots asking people if they can clean their car windows for money. These guys panhandle to earn enough money to get a room at Motel 6 at on Iliff and I225 for cold nights (\$80/night I am told) and otherwise urban camp somewhere in the area. I know these guys on a first name basis, and they have refused on numerous occasions to go to or be taken to Comititis. I know this problem will get worse and I will get more complaints from the business owners once the weather warms up.

Approved: _____
Chair Brad Pierce

Next Meeting: March 24, 2016
8:30 a.m.
Mt. Elbert

**PUBLIC RELATIONS, COMMUNICATIONS, TOURISM, LIBRARIES, AND CITIZEN GROUPS
POLICY COMMITTEE**
February 16, 2016

Members Present: Council Member Françoise Bergan, Chair
Council Member Marsha Berzins, Vice Chair
Council Member Sally Mounier

Others Present: Nancy Freed, Patti Bateman, Kim Stuart, Tim Joyce, Roberta Bloom, Carla Kaplow
and Dan Price from Adrenalin.

WELCOME AND INTRODUCTIONS

Chair Françoise Bergan asked that everyone go around the table and introduce themselves.

REVIEW/APPROVAL OF MINUTES

Minutes of the June 25, 2015 were approved by CM Mounier. CM Bergan and CM Berzins abstained since they were not at the last meeting.

ANNOUNCEMENTS

None.

FOLLOW-UP

None.

NEW ITEMS:

MARKETING AND BRANDING UPDATE

Summary of Issue and Discussion

Dan Price from Adrenalin, gave an update on the City's marketing and branding program.

In 2014 the City started a new marketing and branding program. The following year city employees were trained on the new branding standards.

In the summer of 2015 the ad campaign began with the objectives of creating awareness and getting people to consider new information about Aurora. The work was focused on targeted audiences of developers, realtors and millennial professionals. A multimedia strategy was used and customized for each of the audiences. Ads were shared with Council in May 2015 before being placed in several regional magazines, social networks, more than 50 RTD buses and on a new website. This campaign resulted in over 28.8 million impressions. The 2016 campaign is expected to deliver more than 36 million impressions and will run from February through July.

Both CM Berzins and CM Bergan felt the city does not have a large selection of restaurants and wanted to know if we are working to promote them. Kim Stuart said we promote the ethnic and independent restaurants and micro-breweries—all of which are well received. The City’s Yum Guide is very popular and does bring in some beyond Aurora. She and Deputy City Manager Freed mentioned that other work in the city is focused on bringing in more restaurants and development.

CM Mounier talked to realtors and said they did not know about the new light rail stations. She said realtors also have issues with the perception of crime rate and the school system in her area. CM Mounier says she is part of a foundation called “Live Where You Work”. Their objective is to increase home ownership in Ward I and in the Morrison Heights area of Ward II. She feels the perception of the area is high crime and a poor school system. Kim said that is one of the misperceptions the campaign is trying to correct—just one of the reasons the campaign is important. CM Mounier says she supports the campaign.

Outcome

Information only.

Follow-up

City Council will be given an update at the April 11 Special Study Session.

PUBLIC ART AND THE RTD LIGHT RAIL STATIONS

Summary of Issue and Discussion

Aurora City Council has dedicated city funds for public art, as has RTD. The intent is to enhance the ambiance and generate a sense of community and pride in the new transportation option.

The PowerPoint presented to the Committee provided conceptual drawings and site plans of all selected artwork. Aurora in Motion was the theme for the art and will be installed at 7 stations; Iliff Station, Florida Station, Aurora Metro Center Station, 2nd & Abilene Station, 11th Avenue Station, Colfax Avenue Station, and Fitzsimons Station.

The art pieces will be installed at the RTD light rail stations 30 days before the opening of each station.

CM Bergan asked why there was not many Colorado resident artists. Roberta said the Art in Public Places office released a “Call to Artists” through the Western States Arts Federation (WESTAF) website that went out to artists across the United States and internationally giving interested Colorado artists every opportunity to apply.

Outcome

Information only.

Follow-up

No follow up required.

125TH CITY OF AURORA BIRTHDAY ACTIVITIES

Summary of Issue and Discussion

The city of Aurora is turning 125 years old in 2016. The Aurora History Museum staff took the lead back in 2015 to plan, coordinate and schedule a year of diverse activities to celebrate the occasion. The plans and activities are a year-long series of events, as well the involvement of more people, to be a true citywide celebration.

The 125th birthday planning committee has included representatives from several city departments, as well as several community partners, such as the Aurora Chamber of Commerce, Aurora Historical Society, CU Community-Campus Partnership, Fox Aurora, Aurora Singers, and others. To celebrate this year's birthday, there will be a series of events, starting in March with the historic photo exhibit at the Aurora History Museum, "Worth Discovering: 125 Years of Aurora History." On April 28th the Museum Foundation members will be serving birthday cake in the AMC lobby at noon. April 30 will be a day of activities for all citizens that the committee is calling a Mega Birthday Party Kickoff event. Dry Dock Brewing Co. will launch a 125th anniversary commemorative beer, "Aurora Ale," brewed expressly for Aurora's anniversary. For more details and dates of events celebrating Aurora's birthday, check the website (auroragov.org/Aurora125.)

<https://www.auroragov.org/ThingsToDo/ArtsandCulture/AuroraHistoryMuseum/Auroras125thAnniversary/index.htm>

CM Renie Peterson is additionally proposing a Council-related event: a reunion dinner with current City Council members, past Council members, top city leadership staff, and respective spouses. The proposal is to hold the dinner in the Aurora Municipal Center lobby. The Council dinner cost estimate is approximately \$5,000. The tentative date is Friday, April 29.

Patti Bateman said if there is an activity Council would specifically like to see included in the list to let her know. If Council supports the dinner proposed by Council Member Renie Peterson, do they support including \$5,000 in the Spring Supplemental?

Outcome

CM Berzins said to add the \$5,000 for the dinner to the Spring Supplemental for Council approval. She would like to see other bids from other caterers to see if they could get the price down.

CM Mounier would like to see Poet Laureate Jovan Mays to be included in part of the commemorative year-long activities.

Follow-up

To add this item to the Spring Supplemental.

PROPOSED NEW MEETING TIME AND DAY FOR THE COMMITTEE

Summary of Issue and Discussion

The Committee needs to pick a day and time for this meeting.

Outcome

The new day/time will be the 3rd Tuesday of each month starting at 3:00 p.m.

Follow-up

None required

MISCELLANEOUS MATTERS FOR CONSIDERATION

CM Bergan would like to add holiday light show at Aurora Reservoir to the next agenda.

The meeting adjourned at 2:40 p.m.

The next meeting is scheduled for March 15, 2016 at 3:00 p.m. in the Ponderosa Conference Room.

APPROVED:

Chair Françoise Bergan

**PUBLIC SAFETY, COURTS AND CIVIL SERVICE
POLICY COMMITTEE MEETING
FEBRUARY 18, 2016**

Members Present: Council Member B. Cleland – Chair, Council Member B. Roth – Vice Chair,
Member Present Via-Tele-Conference: Council Member F. Bergan

Others Present: A. Lawson, N. Metz, M. Wolfe, P. O’Keefe, R. Weinberg, M. Cain, Z. DeBoyes,
J. Puscian, M. Chapman, N. Rodgers, J. Schneebeck, D. Schroeder, D. Wallace,
T. Ehgotz, P. Turner, B. Christoffersen, M. Dailey, H. Dolan, V. Wilson, R. Sapin,
J. Heckman, J. Carey, D. Culverhouse, M. Bryant, L. Mackenzie, S. Newman,
M. McClelland, E. Trap, K. Best, S. Dolan, J. Lutkin, M. Dudley, B. Vue, J. Newsum,
T. Jeffrey, D. Hamam, L. Center, M. Gorin, R. Wesner, and J. Batchelor

REVIEW/APPROVAL OF MINUTES OF JANUARY 21, 2016 MEETING.

The minutes were approved as submitted.

CONSENT ITEMS

There were no consent items.

CRISIS INTERVENTION TEAM (CIT) PRESENTATION

Summary of Issues and Discussion

Council Member Cleland began by noting that she had requested this update as a way to begin Aurora’s reaching out for possible grants to fund training within the city. Aurora Police Dept. (APD) Division Chief Vanessa Wilson shared that Aurora is linked to other non-profit partners through Aurora Community Outreach Team (ACOT) a homeless community outreach program.

Currently, Aurora has 161 CIT trained officers, but APD wants to make CIT training mandatory for all patrol officers. The problem is we currently receive training through Arapahoe and Adams Counties and can only get six officers through a year.

One of the objectives of the Aurora-based CIT training program, in conjunction with Aurora Mental Health, is to not criminalize mental health behavior, rather offer help and services which can aid in de-escalating a situation. Also, Dispatch would be able to see if a CIT trained officer was on their way to a situation. Officers would have 40 hours of intense training including various simulated situations to practice verbal and body language skills. Currently, the APD has applied for two grants for this program. CM Cleland offered the help of the Committee with these applications. Ideally, the program would be up and running sometime around August of this year.

It was noted that Aurora Fire Rescue (AFR) does not have formal CIT training. Also, this current training plan would include some Dispatch personnel as they are often the first contact with the individual.

Outcome

The Committee thanked DC Wilson for the information.

Follow-Up Action

DC Wilson will e-mail related articles to the committee.

POLICE STAFFING REVIEW

Summary of Issues and Discussion

John Schneebeck, APD Business Services Manager, offered an update to current APD staffing. Presently, there are 667 commissioned officers. Commissioned officers are counted towards compliance with the Consent Decree. There are three academies coming up this year, which take 27 weeks for a basic, and 15 weeks for a lateral. The academy starting next week has 11 basics and 12 laterals.

Mr. Schneebeck showed slides of past, current, and projected staffing, and explained the numbers of beginning recruits and those completing the training. He showed where the FTEs, which were added by Council, were indicated in the charts and the way the budgeted personnel numbers compare with those mandated by the Consent Decree.

CM Cleland asked why we didn't do more testing for the candidate pool so we didn't need to go so far down the list to get candidates that will make it through the academy. Mr. Schneebeck replied that they didn't know there would be additional numbers added to the academy to pull from that testing list. Deputy City Manager (DCM) Michelle Wolfe agreed that the request for additional officers came very quickly with little time to obtain more testing. DCM Jason Batchelor added that there was also the need for agreement on what the Consent Decree said, and how quickly we could move through the academy process. He noted that in September 2011, the Council approved a modified Consent Decree indicating the staffing was 658 which included 20 over-hires, so 638 was the staffing base, and every year increasing that target. But last summer the Aurora Police Association (APA) asserted that the base should have been 658 with the yearly increases based on that number. That led to the discussion about increased number of additional officers.

CM Cleland said that Council needs to look at the reasons some recruits fail to make it through the academy, or end up going to other police departments. DCM Wolfe said she believes it is largely because of the increasingly competitive market for police and fire, as well as many other city positions. It has become much more challenging to attract and retain highly qualified people. CM Cleland agreed and said that is what Council needs to act on.

CM Cleland asked APD Sergeant Robert Wesner for some additional comments. He said he believes the problem is the APD seldom or barely meets the projection numbers, and yet the APA wants the APD to aim higher in their projections. He said if recruitment, screening, and the academies went well, they could get to the projected numbers in 2017.

Outcome

The Committee thanked Mr. Schneebeck for the information.

Follow-Up Action

None.

ACADEMY LATERAL RECRUIT PROGRAM

Summary of Issues and Discussion

Jim Puscian, APD Division Chief, offered an overview of the APD lateral program. The process starts with an on-line application, then Civil Service does an evaluation of the application for minimum requirements, then sends them to the APD. APD then checks them for additional requirements and if qualified, sends a background packet to the applicant. The department then takes the returned packet and does a thorough background check. If they pass this, they are invited to come for “Laterals Week” consisting of polygraph and job suitability psychological testing, and physical requirement tests. They meet with Chief Metz and then attend various interviews, which leads to a list of applicants who receive conditional job offers. After this, they are given medical physicals and a second psychological test to look for mental health issues. If they pass these, they are given a final job offer. In the past few classes, they have lost a couple of people after the final job offer.

The lateral program was implemented by charter in 1989 to quickly get officers onto the streets, and help with minority hiring. These are still benefits of the program. Since 2009, APD is showing an increase in minority/diversity hiring, though not as fast as we would like, and the faster academy time helps with the Consent Decree. Laterals with three years of experience can be functioning alone in cars before basics are even out of the academy.

CM Cleland said she was concerned that the lateral program was not helping with minority hiring, and wanted to know why the academies needed to contain so many laterals. APD Chief Metz agreed that they wanted more minority laterals, but that goes back to the recruitment strategies. He also felt the upcoming class looked very diverse, and added that the lateral program didn't just get officers on the street quicker, but officers with experience. CM Cleland responded that to meet the original intent of the program, maybe they should go further down on the list so the academies aren't all white guys. DC Puscian replied that they already do that, but with this upcoming academy, they have used everyone on the list, which has now expired.

Matt Cain, Civil Service Administrator, said testing for the new list will begin in March and the background checks will take from April to October, after which initial offers can be made. DCM Wolfe added that the city is looking at ways they can try to get these possible candidates to not go elsewhere in the meantime, such as offering a contingent position with benefits. If it requires additional budget, they will come forward and ask Council. CM Cleland asked if condensing the time frame is based on additional funding. Mr. Cain said the procedure itself is based on California POST guidelines and could not be condensed, but additional background investigators could help get through that part of the procedure faster.

DCM Wolfe, tying the lateral program back to Sergeant Wesner's comment about goals being higher than projections; said that is what we always want - we want to do better. CM Angela Lawson asked if we could get the dates the surrounding cities' academies start, and make ours more in line so we wouldn't lose candidates jumping to a sooner start date. DC Puscian said they start at different times in different years so it would be difficult to correspond with them. Also, he said, it would push Civil Service and the APD and their ability to get the background checks done in time.

Outcome

The Committee thanked DC Puscian for the information.

Follow-Up Action

None.

AURORA POLICE DEPARTMENT RECRUITMENT

Summary of Issues and Discussion

Lieutenant Marcus Dudley presented information on the APD Recruitment Strategies Committee (RSC). The committee is composed of a diverse group of people, including representatives from Aurora Public Schools, Children's Hospital, and an Aurora business owner, who joined with APD personnel of various ranks to develop strategies.

One of the first strategies was to identify a summary strategic view which all future initiatives must meet. The RSC summarized the new approach would be aimed at "Building strong community partnerships to facilitate recruiting the highest quality, diverse staff, from within our city." Instead of simply going to job fairs and sitting behind a table, forming partnerships with local organizations and churches to host recruiting events would be pursued.

The second strategy involves improving the branding and marketing of APD recruiting over what has been done in the past. Joining in APD's social media efforts to proactively engage the community also would be more vigorously pursued.

CM Cleland asked if they are planning to work with the city's new branding and marketing person. CM Bergan added that the Public Relations and Communications Committee just met with Adrenalin, the marketing company, and they have nothing involving recruiting. CM Cleland responded that they should. Currently, the APD has two recruiters and is considering a third. Lt. Dudley said that APD is not currently working with outside recruiters, but are exploring "best practices".

CM Bergan also noted that "Arapahoe/Douglas Works! Workforce Center" has a job search website which could be a useful resource. She added that it would be useful to be able to track who has checked out the APD website. Lt. Dudley responded that they have just requisitioned a couple of tablets to take to job fairs so the interested person could input their information right then. This will help to monitor the performance of the recruiters. There is also plans for an auxiliary recruiter program, where members would also do personal follow-ups to those who have shown an interest in the APD, to keep the applicants in the loop and feeling involved.

Lt. Dudley added another RSC expected recommendation: a first responder's job fair, including police, fire and dispatch, to give the potential applicant options for a career with the City of Aurora. These are all strategies to get our representatives out to the people, rather than making them come to us through a maze of parking, buildings, and waiting for someone to come and hopefully answer their questions.

CM Bergan asked if there will be measurable milestones to gauge the effectiveness of the strategies. Lt. Dudley replied that there would be goals, and CM Cleland said that would be a good way for this Committee to get regular updates on the program.

Chief Metz added that all city employees should be considered recruiters. He highlighted two types of people interested in working for the APD. Those in college who plan on working for law enforcement - and those are the ones we must persuade to come to Aurora. The others are young people, already in a career, who are considering law enforcement as a career. The second group is more difficult to attract due to current attitudes toward law enforcement, and the person feeling they would not get the support from their family or community. This is why minority recruitment can be so difficult. The human relations aspect is very important in this respect.

Lt. Dudley said that all of the discussions have just skimmed the surface of the recommendations the RSC have been discussing, and that he would come back to this Committee at a later date with further recommendations.

CM Cleland requested Lt. Dudley come back to the Committee in two or three months with an update on the program. CM Roth said he would like a quarterly update on the progress, Lt. Dudley agreed.

Outcome

The Committee thanked Lt. Dudley for the information.

Follow-Up Action

Committee will receive quarterly updates.

2015 PHOTO RED LIGHT REVIEW

Summary of Issues and Discussion

CM Cleland noted that the current Photo Radar contract is up in June, and asked if the Committee wanted to keep the same vendor. The Committee agreed that we should and moved to take it to Council.

Outcome

The Committee agreed to move this item to Study Session.

Follow-Up Action

Move forward to Study Session.

OUTDOOR WARNING SIREN UPDATE AND DISCUSSION

Summary of Issues and Discussion

Lieutenant Matt Chapman, Bureau Manager of the Office of Emergency Management, gave a brief overview of the warning siren system in Aurora. He mentioned ongoing interest from a small segment of the community, and possible changes that may need to be made before the upcoming severe weather season. One of the changes is to drop the “all clear” signal. Currently there are two sounds: the warning, which is set off when the National Weather Service issues a tornado warning and, when that expires, the “all clear” signal. The reason, based on feedback, is that no one knows the difference between the two signals; in addition, it creates a great deal of confusion and many calls to our 9-1-1 center.

Outcome

The Committee thanked Lt. Chapman for the information.

Follow-Up Action

Publicize the change for residents.

POLICE DISTRICT SECURITY UPDATE

Summary of Issues and Discussion

Lynne Center, Public Works Facilities Project Delivery Manager, updated the progress of the security improvements for city police district buildings. This included hiring a lighting consultant and a security consultant. They looked at improvements with fencing, cameras, and lighting. The three main areas of concern for the security consultant were District 2 headquarters parking garage on the AMC campus, District 3 lots and campus, and the AMC lobby. The light consultant was to look at Districts 1, 2, and 3 parking lots.

District 1 didn't require a lot of improvements since fencing was constructed last year. There was a recommendation for lighting, increasing the number of lamps and changing to LED lights at all facilities. For District 3, fencing was recommended and also improving the lighting as with District 1. District 2 headquarters was the most difficult requiring fencing, security cameras, and numerous lighting improvements. The estimate for improvements at District 2 is between \$1.6 and \$2 million. Some additional security cameras have already been installed. Construction of the lighting should begin around August, and the fencing improvements will take longer. We will probably put that out for bid as soon as there is a site/scope plan.

The security consultants also talked with 911 dispatch at Tallyn's Reach about their concerns with their windows. The recommendation was for a privacy film which would also be bulletproof.

Outcome

The Committee thanked Ms. Center for the information.

Follow-Up Action

None.

NEXT MEETING TIME/AGENDA ITEMS

The next meeting will be held Thursday, March 17, 2016 at 3:30 p.m. in the Aurora Room, 1st floor of the AMC.

Tentative agenda items include:

- Joint Crime Lab update
- Fire Inspection Fees update
- IGAs
- First Net update

Approved: _____
Council Member Barbara Cleland, Chair

FEDERAL, STATE & INTERGOVERNMENTAL RELATIONS POLICY COMMITTEE

Members Present: Council Member Angela Lawson (Chair), Council Member Sally Mounier
Others Present: Joe Stibrich, Roberto Venegas, Paul O'Keefe, Pat Schuler, Curtis Bish, Angela Garcia, Mike Hyman, Nancy Sheffield, Peggi O'Keefe, Nancy Freed and Tyra Lallo-Recording Assistant

REVIEW/APPROVAL OF MINUTES

The minutes of the February 5, 2016 meeting were approved as written.

Follow-up

None required.

STATE UPDATESummary of Issue and Discussion

Assistant City Manager Roberto Venegas and Capitol Capital lobbyist Peggi O'Keefe gave a brief overview of the following items:

Proposed Legislation for Veterans Homeless Housing at Fitzsimons

Mr. Venegas referred the committee to Representative Ryden's draft bill included in their handouts. The legislation, which has yet to be introduced, would ask the Department of Human Services to complete the development of 1.5 acres of land to be used as transitional housing for homeless veterans. The Colorado Veterans Nursing Home currently occupies a portion of this land. Representative Windholz will be introducing a bill also pertaining to housing for homeless veterans on the Fitzsimons campus. Ms. O'Keefe advised that Rep. Ryden has indicated that she is amenable to adding a firm timeline to her bill. Staff will recommend a position on both bills once they are formally introduced.

Urban Renewal Legislation Update

City Attorney Michael Hyman gave a brief overview of the current status of a proposed urban renewal bill as it relates to 2015's HB 1348. The proposed legislation essentially takes a particular portion of HB 1348 and attempts to add language to help determine when a "substantial modification" of an urban renewal plan occurs. Ms. O'Keefe mentioned that the current legislation is still in the drafting stage and has not been introduced. Mr. Hyman advised that if the proposed legislation were to pass, municipalities would face the challenge of determining "what is or is not" a substantial modification of urban renewal. He also stated that he felt that the legislation would cause there to be more questions rather than answers concerning this important issue.

February 19, 2016

SUBJECT TO APPROVAL**HB 1231 – Concerning Limited Use of Automated Vehicle ID Systems**

This bill prohibits the use of automated vehicle identification systems designed to detect disobedience of a traffic signal on collector roads and local streets. The Colorado Municipal League (CML) has taken an oppose position on this bill. Deputy Police Chief Paul O’Keefe stated that the Chiefs of Police Association (CPA) has agreed to oppose this bill. Council Member Mounier stated that if this program is good, the bill requirements should extend to state highways and not be limited to local streets. *The committee agreed to forward this bill to Council as a whole for further discussion.*

HB 1115 – No Record Sealing Municipal Domestic Violence

Under current law, conviction records related to municipal offenses are eligible for record sealing. This bill prohibits sealing a municipal assault or battery conviction or any other municipal conviction, if the conviction involves the underlying factual basis of domestic violence. *This bill was postponed indefinitely.*

HB 1191 – Bill of Rights for Persons Who Are Homeless

The bill creates the Colorado Right to Rest Act, which establishes basic rights for persons experiencing homelessness, including, but not limited to, the right to use and move freely in public spaces without discrimination, to rest in public spaces without discrimination, to eat or accept food in any public space where food is not prohibited, to occupy a legally parked vehicle, and have a reasonable expectation of privacy of one’s property. Chief O’Keefe stated that this bill removes entirely our home rule ability to enact and enforce city ordinances that deal with associated activities such as loitering or camping in a park. The CPA is currently monitoring this bill. City Project Manager Nancy Sheffield echoed Chief O’Keefe’s comments and stated the bill would also prohibit officers from providing a safe environment in the best interest of all citizens. *The committee discussed and agreed to actively oppose.*

SB 97 – Use of Mineral Severance Revenue for Local Governments

The bill prohibits transfers to the general fund from the mineral severance fund. In addition, the governor is prohibited from restricting the money in each of these funds from being used as required by law for the purpose of saving the restricted money for a future transfer to the general fund. *The committee discussed and agreed to actively support this bill.*

HB 1155 – Controlled Access Highway as County Primary Road

The bill authorizes a county to designate a 4-lane controlled-access highway that is located in both unincorporated and incorporated areas of a county as a primary road of the county highway system, and specifies the respective jurisdiction, control, and duties of the county and of a municipality through which the highway passes with respect to such a highway. *The committee discussed and agreed to actively oppose this bill.*

HB 1102 – Drug Production Costs Transparency Requirements

This bill requires a drug manufacturer that produces a prescription drug made available in Colorado and for which the wholesale acquisition cost equals or exceeds \$50,000 per year or per course of treatment to submit a report to the Colorado Commission on Affordable Health Care

detailing the production costs for the drug. *The committee discussed and agreed to monitor this bill.*

Outcome

Staff will provide further legislative updates as they become available.

Follow-up Action

None Required.

AURORA WATER UPDATE

Summary of Issue and Discussion

Water Resources Management Advisor Joseph Stibrich mentioned that the water department is in agreement with the municipal community's decision to support SB 97 which helps to fund the Colorado Water Plan.

Mr. Stibrich referred the committee to a draft letter which would be sent to the Federal delegation, asking that they support continued funding of the National Priorities Research Grant program. He asked for the committee's permission to send the support letter. The committee concurred.

Outcome

Staff will provide further legislative updates as they become available.

Follow-up Action

None Required.

ENCROACHMENT CONCERNS AT BUCKLEY AIR FORCE BASE (AFB)

Summary of Issue and Discussion

Manager of Open Spaces and Natural Resources Patricia Schuler, and Parks Open Spaces and Reservoirs Principal Planner Curtis Bish gave a brief overview of this item. On January 29, 2016, Congressman Mike Coffman sent correspondence to the Mayor and City Council referencing encroachment concerns at Buckley Air Force Base – specifically a request that the city set aside \$5 million dollars towards land acquisition that would expand the buffer zone around the base. The committee members were referred to the Buckley AFB Compatible Use Buffer map which outlined the city's buffer strategy. Ms. Schuler explained that the city recognizes that Buckley AFB is a critically important economic engine for Aurora, the Denver metro area and the state.

Mr. Bish gave a brief historical overview of Aurora's support and ongoing efforts to maintain the viability of the military installation.

As part of the 2017 budget process, Aurora will assess PROS priorities and determine the amount of future financial contributions for the Buckley Compatible Use Buffer project. The

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SUBJECT TO APPROVAL

city will also explore whether there may be other sources to derive funds to supplement the buffer acquisition costs.

Ms. Schuler referred the committee to a draft letter in response to Congressman Coffman and asked for approval to send the letter. *The committee concurred.*

Outcome

Staff will provide further legislative updates as they become available.

Follow-up Action

None Required.

Next Meeting – March 5th @ 2 pm – Ponderosa Conference Room

*Committee Chair's Signature of
Approval* _____

MINUTES
LOCAL LICENSING AUTHORITY
CITY OF AURORA, COLORADO
REGULAR MEETING
TUESDAY, FEBRUARY 2, 2016 - 9:00 A.M.

1. **MEETING CALLED TO ORDER AT 9:02 A.M.**

2. **ROLL CALL**

Present: Vince Chowdhury, Dick Cassella, Tim Huffman, Art Hull and Angie Kendrick
Staff Present: Lori Kopp, Tim Joyce and Trevor Vaughn

3. **APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF JANUARY 5, 2016**

Approved 4 to 0, Kendrick abstained

4. **RENEWALS**

See attached renewal items 4a. through 4hh.

Approved 5 to 0

5. **SPECIAL EVENT PERMITS**

See attached special event permit items 5a. through 5d.

Approved 5 to 0

6. **MODIFICATION OF PREMISES**

See attached Modification of Premises Permit item 6a.

Approved 5 to 0

7. **PUBLIC HEARING**

Consideration to approve a New Application for a Hotel-Restaurant Liquor License by Platea, Inc. dba Platea located at 6105 South Main Street, Unit F-103, Aurora, Colorado 80016. Mr. Richard Garcia, President and Ms. Julie Garcia, Secretary and Registered Manager appeared for questioning.

The hearing procedures, notice of public hearing and administrative findings were read into the record. Mr. Max Scott, petitioner, was sworn and testified as to the petition results. Mr. Rick Garcia and Ms. Julie Garcia were sworn and testified regarding the operation of the business. Mr. Garcia stated he owns the Ajuua Restaurants in Aurora.

Motion and second to approve the new application for Platea.

Approved 5-0

8. **SHOW CAUSE HEARING CONTINUANCE**

Request to continue the Show Cause hearing to March 1, 2016 for the Tavern Liquor License 42-73325-0000 with Cabaret License issued to CAD, LLC dba Cazadorez Bar and Grille, located at 1470 Jamaica Street, Aurora, Colorado 80010 should be revoked. Violation date February 7, 2015. Mr. Trevor Vaughn, Manager of Tax & Licensing appeared for questioning.

Mr. Vaughn stated the attorney is not available for the March hearing and Mr. Viera is not available until the April hearing. He requested the hearing be continued to a future date.

Approved 5 to 0

9. **TRANSFER OF OWNERSHIPS**

- a. **Consideration to approve a Transfer of Ownership Application for a Hotel-Restaurant Liquor License from A&G, LLC dba El Bakara Restaurante & Bar to Guerra, Inc. dba Metapan Restaurante located at 11707 East Colfax Avenue, Aurora, Colorado 80010. Mr. Oscar Guerra, President and Registered Manager, appeared for questioning. (Interpreter)**

Mr. Trevor Vaughn explained normally a transfer of ownership applicant would not be required to come before the Authority to answer questions regarding their application unless they have not had TIPS training. In this instance, there are some conditions which must be met, such as: (1) the current zoning is an R-5 where hotel-restaurant liquor license must serve full meals and meals must comprise no less than twenty-five percent of gross sales, and (2) comply with the maintenance of records demonstrating compliance of C.R.S. 12-47-411(a); (3) do not operate a cabaret license or allow dancing by patrons, and (4) music must be kept at appropriate levels so as to not disturb the neighboring residents. Mr. Oscar Guerra and Mr. Chris Gutierrez, Interpreter, were sworn and testified. Mr. Guerra had a copy of these conditions, had no questions regarding them, and agreed to these conditions.

Approved 5 to 0

- b. **Consideration to approve a Transfer of Ownership Application for a Hotel-Restaurant Liquor License from Bebe Restaurants, Inc. dba Bebe Sushi to LM Corp. dba K-Pub located at 12101 East Iliff Avenue, Unit K, Aurora, Colorado 80014. Mr. Seung Lee, President and Registered Manager, appeared for questioning. *CONTINUED FROM 1-5-16* (Interpreter)**

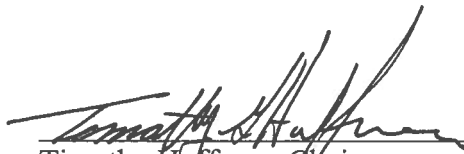
Mr. Seung Lee and Mr. Cheol Lee, Interpreter, were sworn and testified. Mr. Lee will have two employees. Mr. Lee stated they had TIPS training from CABA and all of the employees passed. Mr. Huffman asked if this was passed along to the Licensing officer. Ms. Chatman said it was not. Mr. Huffman encouraged Mr. Lee to keep up with the requests made by Licensing in a timely manner.

Approved 5 to 0

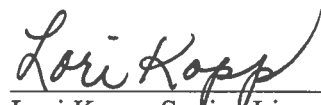
10. **Item was removed from Agenda.**

11. **REPORTS BY THE ASSISTANT CITY ATTORNEY – None.**

12. **MISCELLANEOUS MATTERS** – None.
13. **ADJOURNMENT BY ACCLAMATION AT 10: 06 A.M.**



Timothy Huffman, Chairperson



Lori Kopp, Senior Licensing Officer

LOCAL LICENSING AUTHORITY REGULAR MEETING OF FEBRUARY 2, 2016

Consideration of application to renew

ITEM # 4.	STATE LICENSE #	OWNER/DBA	LOCATION ADDRESS IN AURORA, COLORADO	ZIP	CABARET	RENEW TO
Hotel and Restaurant						
a.	41-22920-0000	Bent Fork American Grill Aurora, LLC dba Bent Fork Grill	12191 E. Iliff Ave.	80014	NO	3-3-17
b.	4703920	Bracia, LLC dba Bracia Restaurant	5620 S. Parker Rd.	80015	NO	1-19-17
c.	23-12994-0000	Miley Enterprises, Ltd. dba Dozen's Restaurant	2180 S. Havana St.	80014	NO	12-27-16
d.	42-72468-0000	Dragonfly Asian Bistro, LLC dba Dragonfly Asian Bistro	6790 S. Cornerstar Way, Unit A	80016	NO	3-8-17
e.	10-77243-0000	Eggroll King East, Ltd. dba Egg Roll King East	4217 S. Buckley Rd.	80013	NO	2-21-17
f.	42-43931-0004	Crab Addison, Inc. dba Joe's Crab Shack	14025 E. Evans Ave.	80014	NO	4-9-17
g.	42-31375-0000	Martha's Aurora Event Center, Inc. dba Martha's Aurora Event Center	11757 E. 14 th Ave.	80010	NO	1-16-17
h.	42-29392-0000	Nile, Inc. dba Nile Ethiopian Restaurant	1951 S. Havana St.	80014	YES	4-26-17
i.	4704101	Brother's Partnership, Inc. dba Taz Indian Restaurant	10731 E. Alameda Ave. Unit G1	80012	NO	2-2-17
j.	26-42445-0000	Pinnacle Aurora, LLC dba Wingstop of Aurora	16883 E. Iliff Ave.	80013	NO	12-2-16

Retail Liquor Store

k.	42-88128-0000	AB Liquor, Inc. dba AB Liquor	4286 S. Chambers Rd.	80014	NA	2-8-17
l.	42-43943-0000	Aurora Liquors, LLC dba Aurora Liquors	10 S. Havana St., Unit 101	80012	N/A	3-25-17
m.	42-75148-0000	M&M, Inc. dba Aurora Plaza Liquors	677 Peoria St.	80011	N/A	3-9-17
n.	4700507	ENVC Liquor, LLC dba ENVC Liquor	24300 E. Smoky Hill Rd., #108	80016	N/A	3-5-17
o.	4702444	ALDO Group, LLC dba Liquor Plus	13490 E. Mississippi Ave.	80012	N/A	1-29-17
p.	42-78396-0000	HY, Inc. dba Montview Plaza Liquors	9435 E. Montview Blvd.	80010	N/A	4-7-17
q.	25-21199-0000	Old Aurora Liquor Store, Inc. dba Original Aurora Liquors, Inc.	11651 E. Montview Blvd.	80010	N/A	3-7-17
r.	41-87663-0000	Sam's Southeast Liquors, LLC dba Sam's Southeast Liquors	6201 S. Aurora Pkwy.	80016	N/A	12-6-16
s.	26-44009-0000	Arustamyan Enterprises, LLC dba Stockade Wine & Liquors	2694 S. Parker Rd.	80014	N/A	3-2-17

t.	42-39895-0000	Jas Thiara, Inc. dba Summer Valley Liquor	16981 E. Quincy Ave., Unit D-6	80015	N/A	1-16-17
u.	24-71574-0000	Yellow Front Liquors, Inc. dba Yellow Front Discount Liquors	9343 E. Colfax Ave.	80010	N/A	3-10-17
v.	43-00157-0000	Young's Liquor Mart, LLC dba Young's Liquor Mart	15500 E. Colfax Ave.	80011	N/A	3-27-17
3.2% Beer Off-Premises						
w.	01-10779-0114	Dillon Companies, Inc. dba King Soopers #84	6412 S. Parker Rd.	80016	N/A	3-9-17
Beer & Wine						
x.	40-40952-0000	Clear Sailing, Inc. dba Anthony's Pizza & Pasta	17150 E. Iliff Ave., Unit A2	80013	NO	1-3-17
y.	41-86992-0000	Taqueria El Valle, Inc. dba Taqueria El Valle, Inc.	3133 Peoria St., #206	80010	NO	3-9-17
Tavern						
z.	4700863	The Paint Bar, LLC dba The Paint Bar	24291 E. Orchard Rd., Unit VR-15A	80016	NO	3-4-17
aa.	42-23374-0000	Cararyan Enterprises, Inc. dba The Summit Conference and Event Center	411 Sable Blvd.	80011	YES	2-21-17
bb.	42-59215-0000	CCGO, LLC dba Common Ground Golf Course	1030 E. Golfers Way	80010	NO	2-12-17
cc.	02-90714-0000	Tai Pan, Inc. dba Dragon Boat Restaurant, Inc.	13697 E. Iliff Ave.	80014	NO	4-6-17
dd.	22-92804-0000	East Café, Inc. dba East Café	15140 E. Mississippi Ave.	80012	NO	3-31-17
ee.	4702487	D Santiago Corporation dba Hacienda Camino Real Restaurant	1050 S. Havana St.	80012	NO	2-4-17
ff.	42-76662-0001	Jus Grill Restaurant, LLC dba Jus Grill Restaurant	17200 E. Iliff Ave. #A9-10	80013	NO	4-18-17
Beer & Wine						
gg.	42-67830-0000	Sanchez-Vega, Dora dba Mariscos El Rey	820 N. Dayton St.	80010	NO	3-15-17
Tavern						
hh.	42-24656-0000	Gateway RI, LLC dba Residence Inn-Denver Airport	16490 E. 40 th Cir.	80011	NO	4-11-17

Special Event Permit – Malt, Vinous & Spirituous Liquor

ITEM #5.	APPLICANT	EVENT	EVENT LOCATION	DATE & TIME
a.	Silent Athletic Club of Denver	Super Bowl Party, February 7 th	1575 Elmira St.	February 7, 2016, 12 p.m. – 10 p.m.
b.	Knights of Peter Claver	Mardi Gras Celebration/Dance fundraiser	Kamsy Event Center, 10190 East Montview Blvd.	March 6, 2016, 12 p.m. – 1 a.m.
c.	COA – PROS Dept. (2 events)	4 th of July Spectacular Global Fest	15151 E. Alameda Pkwy. 15151 E. Alameda Pkwy.	July 4, 2016, 6 p.m. – 10 p.m. August 20, 2016, 1 p.m. – 7 p.m.
d.	A Fighting Chance/Glenn Goodson Sports Community Organization	“Rumble in Aurora” sports fundraiser	700 S. Buckley Rd., Units M, K, L	February 6, 2016, 10 a.m. – 9 p.m.

Modification of Premises

ITEM #6	APPLICANT	LICENSED PREMISES	DESCRIPTION OF PROPOSED CHANGES	PROPOSED DATES OF MODIFICATION
a.	Fidel East African Restaurant	1074 S. Ironton St., Unit I	Remove wall between Unit I and Unit J to increase premises size	Permanent

LOCAL LICENSING AUTHORITY

March 1, 2016 Regular Meeting

Action Summary

1. **MEETING CALLED TO ORDER AT 9:00 A.M.**
2. **ROLL CALL: 4 Members present; 1 member excused**
3. **APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 2, 2016**
Approved: 4-0

4. **RENEWALS**

Attached renewal items 4a. through 4x.

Approved: 4-0 (Ms. Kendrick abstained from item 4h)

5. **SPECIAL EVENTS PERMIT WITHDRAWN**

Notification to the Local Licensing Authority Item #5 on the agenda has been withdrawn per request from applicant.

6. **TRANSFER OF OWNERSHIP**

Attached transfer item 6a and 6b.

Approved: 4-0

7. **MODIFICATION OF PREMISES**

Attached Modification of Premises applications 7a. through 7c.

Approved: 4-0

8. **PUBLIC HEARING**

Consideration to approve a New application for a Hotel-Restaurant Liquor License with Cabaret License by CPX Aurora FS Hotel, LLC dba Hyatt Regency Aurora Denver Conference Center located at 13200 East 14th Place, Aurora, Colorado 80011.

Approved: 4-0

9. **PUBLIC HEARING**

Consideration to approve a New application for a Beer & Wine Liquor License by The Great Australian Bite, Inc. dba The Great Australian Bite located at 6710 South Cornerstar Way, Unit #332, Aurora, Colorado 80016.

Approved: 4-0

10. **SHOW CAUSE HEARING**

Notice and Order to Show Cause why Hotel-Restaurant Liquor License 42-50385-0000 issued to Addis Ababa, LLC dba Selam Ethiopian Restaurant, located at 1030 North Havana Street, Unit B, Aurora, Colorado 80010 should not be suspended or revoked. Violation dates November – December 2015. **Continued To 04/05/16 Hearing**

11. **REPORTS BY THE ASSISTANT CITY ATTORNEY** **None**

12. **MISCELLANEOUS MATTERS**

- a. Consideration to approve the Surrender of a 3.2% Beer Off-Premises Liquor License for Safeway Stores 46, Inc. dba Safeway Store 1974 located at 22675 East Aurora Parkway, Aurora, Colorado 80016.

Approved: 4-0

13. **ADJOURNMENT AT** **10 :38 A.M.**

LOCAL LICENSING AUTHORITY REGULAR MEETING OF MARCH 1, 2016**Consideration of application to renew**

ITEM # 4	STATE LICENSE #	OWNER/DBA	LOCATION ADDRESS IN AURORA, COLORADO	ZIP	CABARET	RENEW TO
Hotel and Restaurant						
a.	42-87699-0000	Bangkok Tokyo Asian Fusion, Inc. dba Bangkok Tokyo Asian Fusion	6020 South Gun Club Road, Suite E4	80016	NO	04-06-17
b.	10-82383-0057	Brinker Restaurant Corporation dba Chili's Grill & Bar	6379 South Southlands Parkway	80016	NO	04-25-17
c.	13-38884-0000	Golden Flame Hotwings, Inc. dba Golden Flame Hot Wings	18757 East Hampden Avenue, Unit #156	80013	NO	04-23-17
d.	42-30242-0000	Cocktails & Dreams, LLC dba McDonough's Restaurant	10395 East Iliff Avenue	80231	NO	03-30-17
e.	11-70100-0039	GMRI, Inc. dba Olive Garden Italian Restaurant #1714	6089 South Southlands Parkway	80016	NO	04-11-17
f.	28-14915-0009	Qdoba Restaurant Corporation dba Qdoba Mexican Grill	2295 South Peoria Street	80014	NO	03-12-17
g.	41-13349-0000	Thai Flavor Restaurant, Inc. dba Thai Flavor Restaurant	1014 South Peoria Street	80012	NO	03-30-17
h.	24-70828-0000	BLVD Knights, Inc. dba The Kasbah & Diego's Restaurant	15373 East 6 th Avenue, Unit B	80011	YES	04-07-17
i.	47-01100	Gaspares One dba Wholly Cannoli Café	22691 East Aurora Parkway, Units B8- B9	80016	NO	04-04-17
Retail Liquor Store						
j.	41-95604-0000	Zimar, Inc. dba Iliff Crossing Liquor Depot	16841 East Iliff Avenue	80013	N/A	04-03-17
k.	40-02137-0000	ENJ, LLC dba M&M Liquors	18881 East Colfax Avenue, Unit #1	80011	N/A	05-09-17
l.	42-01681-0000	Yefter, Inc. dba Mission Viejo Liquors	15400 East Hampden Avenue	80013	N/A	05-23-17
3.2% Beer Off-Premises						
m.	21-79919-0257	CST Metro, LLC dba Corner Store #1127	14705 East Arapahoe Road	80016	N/A	05-15-17
n.	46-00081	Four Seasons Full Service Car Wash, Inc. & 7 Eleven, Inc. dba 7 Eleven Store 39662A	3060 South Havana Street	80014	N/A	03-26-17
Hotel-Restaurant						
o.	47-02872	Family Karaoke Restaurants, LLC dba Family	2760 South Havana Street, Units R&S	80014	NO	04-11-17

		Karaoke Restaurant				
p.	14-68171-0000	CPX Aurora Hotel, LLC dba Springhill Suites Denver Aurora Fitzsimons	13400 East Colfax Avenue	80011	NO	04-04-17
q.	47-02563	Main Street Tavern, Ltd. dba Summit Steakhouse	2700 South Havana Street	80014	YES	02-26-17
3.2% Beer Off-Premises						
r.	21-79919-0058	CST Metro, LLC dba Diamond Shamrock Corner Store #4048	12796 East Colfax Avenue	80011	N/A	06-14-17
s.	21-79919-0052	CST Metro, LLC dba Diamond Shamrock Corner Store #4051	3790 North Chambers Road	80011	N/A	06-19-17
t.	42-99730-0000	Kotli, Inc. & 7 Eleven, Inc. dba 7 Eleven Store #34131A	19390 East Quincy Avenue	80015	N/A	04-10-17
Retail						
u.	40-57998-0000	A&I, Liquor, LLC dba A&I Liquor	306 South Ironton Street, Unit B	80012	N/A	03-28-17
v.	42-44020-0000	Buckingham Liquor, LLC dba Buckingham Liquor	11093 East Mississippi Avenue	80012	N/A	04-24-17
w.	42-67503-0000	JD Lee, Inc. dba Country Liquor	14155 East Colfax Avenue, Unit A-1	80011	N/A	04-07-17
Tavern						
x.	42-72940-0000	Toquinto, LLC dba El Patio Bar	9150 East Colfax Avenue	80010	YES	12-09-16

Special Events Permit – Malt, Vinous & Spirituous Liquor				
ITEM #5.	APPLICANT	EVENT	EVENT LOCATION	DATE & TIME
a.	Silent Athletic Club of Denver	St. Patrick's Day party	1575 Elmira Street	03-19-16, 12:00 p.m. - 2:00 a.m.

Transfer of Ownership					
ITEM #6.	FROM:	TO:	LOCATION ADDRESS IN AURORA, COLORADO	ZIP	CABARET
a.	VP Enterprises, Inc. dba Sage Discount Liquor	Amaneul Enterprises, , LLC dba Sage Discount Liquors	2280 South Chambers Road	80013	N/A
b.	Woolley's Classic Suites, LLC dba Woolley's Classic Suites	Woolley's Classic Suites-Denver, LLC dba Woolley's Classic Suites	16450 East 40 th Circle	80011	YES

Modification of Premises				
ITEM #7	APPLICANT	LICENSED PREMISES	DESCRIPTION OF PROPOSED CHANGES	PROPOSED DATES OF MODIFICATION
a.	W.R. Restaurants Five, LLC dba McCabe's Bistro & Pub	6100 South Main Street, Suite #104	Utilize the parking lot as licensed premises for 13 events	Temporary Modification from March 31, 2016 to August 25, 2016
b.	Old Chicago of Colorado, Inc. dba Old Chicago of Colorado, Inc.	16990 East Iliff Avenue	Reconstruct entrance and expand the patio	Permanent
c.	El Tequileno 1 dba Tequilas	2790 South Havana Street, Unit X	Adding additional space to expand restaurant	Permanent



March 2, 2016

Social Media and Television

163 Monthly Tweets	64 New Weekly Page Likes
8,417 Monthly Followers	38,832 Weekly Total Post Reach
136,000 Monthly Impressions	3,385 Weekly People Engaged
3,208 Monthly Profile Visits	4,196 Viewings in the last 30 days
468 Monthly Mentions	4,420 Viewings in the last 30 days

Access Aurora Activity: Feb. 22 - 26, 2016

- Access Aurora staff assisted a total of 1,441 citizens through phone calls, emails and in person at the Access Aurora front desk this week. The average number of citizens assisted each day was 288.

Activity	Total	Daily Average
Phone Calls	860	172.0
Visitor Assists/In Person	414	82.8
Citizen Entries/E-Mail Responses	140	28.0

- There were a total of 297 customer service requests entered and processed through Access Aurora/PublicStuff, an average of 59 per day.

Week of February 22 - 26 2016	Mon 2/22	Tues 2/23	Wed 2/24	Thurs 2/25	Fri 2/26	TOTAL	Daily Average
Phone Calls	188	165	175	170	162	860	172.0
Visitor Assists	88	83	84	77	82	414	82.8
Citizen Entries/E-Mail Responses	49	13	30	22	26	140	28.0
2nd Language Assists	5	10	3	5	4	27	5.4
Total Citizen Contacts	330	271	292	274	274	1,441	288.2
Total Customer Service PublicStuff Requests	97	43	55	46	56	297	59.4

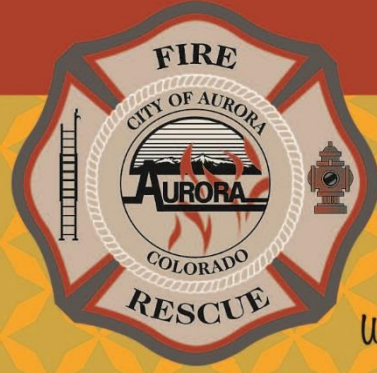
**Customer Service PublicStuff Requests are received by phone calls, online citizen entries and email and are included as part of Total Citizen Contacts.*

Customer Service Requests by Ward

Ward	I	II	III	IV	V	VI
Requests	45	68	32	59	50	34

The total number of requests reflected in the ward report may not equal the total weekly request numbers because Access also receives requests for general city information and other non-ward specific inquiries.

AURORA FIRE DEPARTMENT



Worth Discovering
auroragov.org

Weekly Report

February 22 - February 28, 2016

Department News



Fire Safety Tips of the Week

Smoke alarms are a key part of a home fire escape plan. When there is a fire, smoke spreads fast. Working smoke alarms give you early warning so you can get outside quickly.

- Install smoke alarms inside and outside each bedroom and sleeping area. Install alarms on every level of the home. Install alarms in the basement.
 - It is best to use interconnected smoke alarms. When one smoke alarm sounds, they all sound.
 - Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
 - Replace all smoke alarms when they are 10 years old.
 - Roughly 3 out of 5 fire deaths happen in homes with no smoke alarms or the alarms are not working.
-

Suppression and Rescue

Aurora Fire Rescue through coordinated efforts with Falck transported 535 patients.

Significant Calls



Units responded to a high speed rollover motor vehicle accident southbound I-225 just south of Parker Road. The two passengers were ejected and transported emergent to the Medical Center of Aurora (TMCA).



Rollover crash at South Parker Road and East Hampden Avenue required emergency medical services (EMS). A passenger was extricated and transported to TMCA.



Crews responded to an EMS call of a possible drug overdose at 13941 East Harvard Avenue. One patient was transported emergent to TMCA.

Crews responded to a possible fire at 10854 East Alameda Avenue. Upon arrival, crews evacuated and inspected the building. No immediate danger was found and the building was released back to management.



Technical Rescue Team responded to evaluate a structure after a vehicle went into a building at 363 North Geneva Street. The building was boarded up and Red Cross was called to help provide assistance to displaced tenants.

Fire Investigations

Nature of Task	Contacts
Fires/Explosives	2
Adults	5
Follow up/Other	1
TOTAL	8

The Investigations Bureau investigated two fires. During the course of one investigation, investigators discovered other alleged illegal activity. Fire and explosive investigators contacted the Aurora Police Department (APD) and forwarded the information to the appropriate contacts in APD.

Community Relations



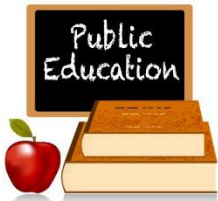
Juvenile Fire Affect Program

One new interview was completed this week. The family will be attending class in March.



Car Seats

No car seat event was held this week. The next event will be held on March 12 at Station 3 from 8:30 a.m.-11:30 a.m. Appointments are being taken at this time.

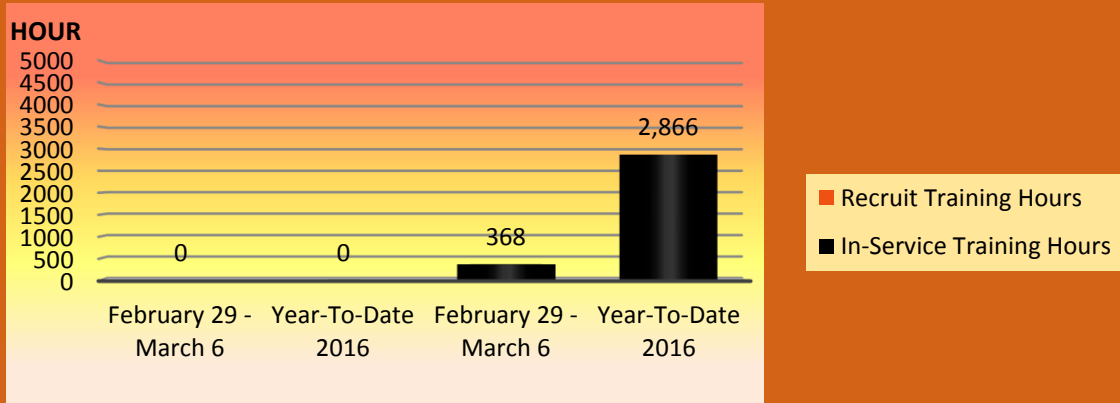


Public Education

AXL Academy was given a presentation by Station 7 to learn about citizenship and community. The students were able to see the firefighters in full bunker gear and tour the apparatus as well. The tours were conducted over two days.

Station 9 also provided an educational presentation to the Boy Scouts Troop 6. The Scouts were able to fulfill scouting requirements and discover new career opportunities.

Training Report



- Aurora Fire Rescue (AFR) hosted the Aurora Respect Invest Support Encourage Base group (ARISE) at the City of Aurora Public Safety Training Center (CAPSTC). ARISE Base is a wonderful CORE 4 opportunity for City of Aurora employees to experience the many different divisions within the city. The 2016 ARISE participants visited CAPSTC in two separate groups on Tuesday and Thursday. During the morning sessions, the groups were informed of the broad range of functions AFR performs for the community and historical aspects of AFR. Fire Chief Mike Garcia, Deputy Chief Scott Sare, Shift Commander/ Training Chief Hunter Hackbarth, and Office of Emergency Management Director Matt Chapman, delivered presentations in the morning portion of the "Fire" ARISE day.

In the afternoon, the attendees were turned over to Training Captain Eric Franks for facilitation of the hands-on scenarios. The participants were first taught "Hands Only CPR" so that they too could be potential "rescuers" and save lives with CPR. APD assisted in showcasing the High Risk Extraction Protocol (HREP) that requires precise interoperability between AFR and APD during an active shooter scenario when victims must be removed from danger zones. All participants were then fitted into full firefighting outfits and allowed to do actual fire and rescue based functions. Auto extrication, fire engine rides, ambulance rides, hose deployment and water spraying, and tower ladder/aerial "bucket" rides were experienced by all.

- Technical Rescue Teams (TRT) practiced specialized skills with the South Metro Fire Rescue TRT to better perform together in case of large incidents that may require mutual aid from our fire and rescue neighbors and partners.

It starts with "Me":

We must consistently ask ourselves "What have I done for someone today?", and if we find ourselves lacking, we must act and do service for someone in need.



Weekly Report March 3, 2016

PROS UPCOMING EVENTS & VOLUNTEER OPPORTUNITIES

- Teen Job and Volunteer Fair, Tuesday, **March 15**, 6:00 p.m., Beck Recreation Center.

PARKS OPERATIONS & MANAGEMENT DIVISION

Weekly Maintenance Items

- Trimming of shrubs in parks and on medians continues.
- Cleaning up trash in parks.
- Cleaned goose debris off sidewalks and paths on weekly basis.
- Tree trimming in parks to accommodate mowers and move foliage off sidewalks and paths.
- Topdressing of turf areas at the Aurora Sports Park.
- Preparing ballfields for the start of spring leagues and laying out soccer fields for the spring season at the Aurora Sports Park.

Projects Update

- Shrub bed at Eagle Park is being renovated.
- The BMX track re-configuration has begun at Wheel Park under the guidance of the consultant. (Photo on right.)
- Concrete walks were poured and irrigation being installed at the new shrub bed renovation at the AMC Campus.



OPEN SPACE & NATURAL RESOURCES DIVISION

Weekly Maintenance Items

- Trail repairs at the Aurora Reservoir.
- Annual spray rig equipment maintenance and upkeep.
- Fence repairs at DeLaney Farm, Cherry Creek Spillway, Sand Creek and Aurora Reservoir.
- Supported the Polar Plunge event at the Aurora Reservoir.
- Installation of trash cans and dog bag dispensers along Piney Creek.
- Weekly trash collection and pickup duties system wide.
- Graffiti removal at various locations system wide.

Naturalists

- This week, naturalists led walks, talks and science-based education presentations on the naturalist program, the letter O and nature, Aurora bats, nature's sweethearts, volunteer stewardship and Aurora raptors.
- Preparing for the 2016 summer and fall programs including Aurora's 125th birthday celebration.
- Conducted a volunteer steward recruitment session for 18 new stewards.

Rangers

- This week, rangers provided extraordinary customer service by taking advantage of the nice February weather to make numerous contacts with trail users and provided information to parents and gave Jr. Park Ranger sticker badges to kids.
- Recruitment of seasonal positions is ongoing.
- Preparing patrol boats for boating season.
- Quincy Reservoir is open and boating is allowed.

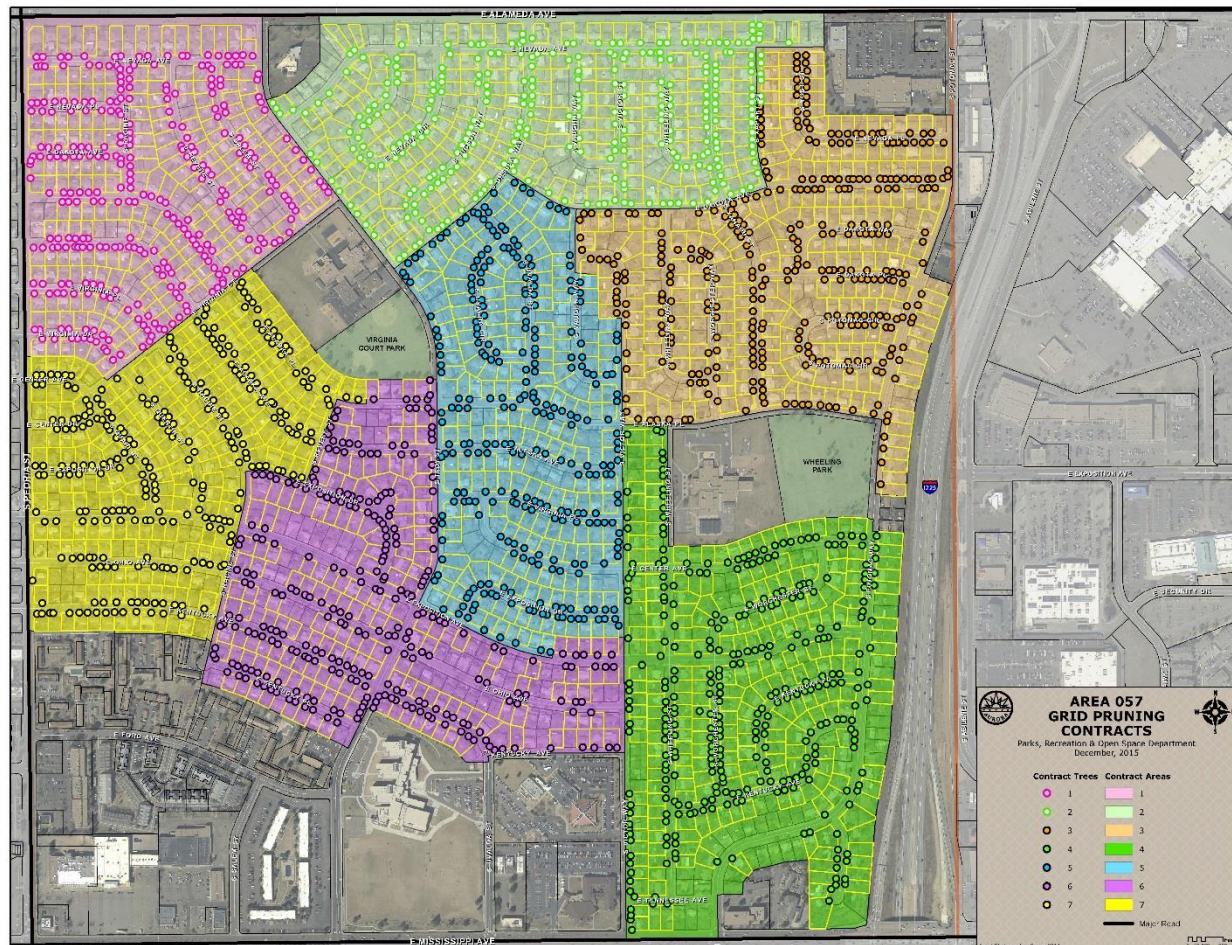
FORESTRY DIVISION

Administration

- 25 inspections were requested and 26 inspections were completed. 306 inspections have been completed YTD for 2016.
- The Forestry Division is in the planning stages for Arbor Day 2016. More information will be available at a later date concerning the Arbor Day festivities.
- The Annual Tree Sale will take place on Saturday, April 16. There will be more details concerning this in the coming weeks.

Field Staff

- One crew is working in the grid area of the city with the highest number of work orders to address as many trees as possible. Another crew is focusing on addressing new work orders that are coming in and on escalated items that required immediate attention.
- Staff continues to contract out work for the pruning of city trees. The map below shows the next area that will be addressed in our grid pruning approach. This area encompasses E. Alameda Ave.



to Mississippi and S. Peoria St. to I-225. The area contains 7 contracts and staff will address each area as funds are available.

FORESTRY GRID PRUNING STATISTICS				
	02/21/16-02/28/16	02/21/15-02/28/15	YTD 2016	YTD 2015
Action	Quantity	Quantity	Quantity	Quantity
Removal	9	7	97	76
Storm Damage	1	0	19	3
Stump Grind	2	3	6	82
Trim	29	13	184	332
Contractor Trim	24	164	479	965
Contractor Removal	2	59	11	59
Contractor Stump Grind	0	49	0	49
Other: Trim, Removal, Storm Damage	0	0	7	13
GRAND TOTAL:	67	295	803	1,579

GOLF ENTERPRISE DIVISION

Rounds								
FROM:	02/22/16	Last Year	Variance	%	YTD	YTD Last Year	Variance	%
TO:	02/28/16							
Aurora Hills	647	0	647	n/a	2,192	2,871	(679)	-24%
Springhill	409	0	409	n/a	1,225	1,550	(325)	-21%
Meadow Hills	517	0	517	n/a	1,154	1,063	91	9%
Saddle Rock	398	0	398	n/a	874	1,036	(162)	-16%
Murphy Creek	313	0	313	n/a	313	54	259	480%
Fitzsimons	443	0	443	n/a	1,329	2,109	(780)	-37%
Totals	2,727	0	2,727	n/a	7,087	8,683	(1,596)	-18%
Revenue								
FROM:	02/22/16	Last Year	Variance	%	YTD	YTD Last Year	Variance	%
TO:	02/28/16							
Aurora Hills	20,183	1,583	18,600	1175%	53,542	86,340	(32,798)	-38%
Springhill	11,294	0	11,294	n/a	28,277	40,332	(12,055)	-30%
Meadow Hills	18,664	0	18,664	n/a	32,761	37,465	(4,704)	-13%
Saddle Rock	24,949	223	24,726	11096%	37,950	56,554	(18,604)	-33%
Murphy Creek	16,632	-2,150	18,782	-874%	1,231	-18,328	19,559	107%
Fitzsimons	13,399	0	13,399	n/a	38,148	66,336	(28,188)	-42%
Totals	105,122	-344	105,466	30681%	191,910	268,700	(76,790)	-29%

PLANNING, DESIGN & CONSTRUCTION DIVISION

Planning

- Triple Creek Greenway Corridor - PROS staff is coordinating with Public Works Department on the 6th Avenue Parkway Extension project to minimize impacts to the Triple Creek Corridor.
- High Line Canal - Staff is involved in several multi-agency groups to coordinate planning and management issues related to the canal corridor. Aurora will participate in the upcoming "High Line Canal Visioning Plan" for the entire length of the High Line Canal. Sasaki has been chosen as the consultant to lead the community outreach process scheduled for early 2016.

Design

- DeLaney Farm Events Venue Infrastructure and Homestead Milk Barn Drainage Improvements – RFP issued in February to engineering firms to assist in the design of access, water and power utility improvements for the events venue site, and drainage engineering for the Milk Barn Site. Construction completion anticipated for late 2016.
- Del Mar Park Outdoor Fitness Zone – Designing a small outdoor area for all-weather fitness equipment.
- Jewell and Nome Parks – PROS is working jointly with the Trust for Public Land (TPL) to develop construction drawings (CD's) for these parks. Jewell Park to include a new playground, outdoor plaza, picnic shelter, parking reconfiguration and turf area. Construction completion in early fall of 2016. Jewell civil plans are now in the AMANDA review process. Nome Park to include community garden, teen space, new playground and shelter. An artist has been hired to work with the community to create integrated artwork into the park improvements. Construction completion in early 2017.
- Median Pilot Project – Three locations were identified to evaluate median landscaping without irrigation. The locations are Alameda Ave., Chambers Rd. and S. Aurora Pkwy. between Smoky Hill Rd. and Arapahoe Rd. and Mississippi from Buckley to Tower. The locations and design represent a collaboration between the PROS, Public Works, Planning and Aurora Water Departments. The design concepts and recommended locations, as well as proposed future locations, were presented to City Council on January 25.
- Metro Center Station Area Bike/Ped Connector – This project includes design of a new 10' wide multi-use path near the Aurora Municipal Complex. The path connects the new Bus/Light Rail Station located at Sable Blvd. and Centrepont Dr., with an underpass at Alameda Pkwy. through City Center Park to the base of the High Line Canal embankment.
- Moorhead Recreation Center Renovation – Bids opened on January 27. The existing 4,500 square foot center will be replaced with a new facility with over 25,000 square feet and will include a full-sized high school gym with three cross courts, fitness area, locker rooms, computer stations, community rooms, and teaching kitchen. The center closed on January 15 with programs moving to Fletcher Elementary and Hoffman Center. The project is being managed by the Public Works Department with the anticipated re-opening of the center in February 2017.
- Sand Creek Park Discovery Playground and East Parking Area Shelter – Construction Drawings begun in February of 2016. Project consists of a large "Discovery Playground" near the west parking lot and a small picnic shelter near the new east parking area being developed by Public Works. Construction completion anticipated for late 2016.
- Tierra Park Renovation – The proposed plan was created with extensive community input and includes replacing the two tennis courts, renovating the playground and providing accessible access to the core area of the park. Additional benches along the path will be included as well. The tennis courts are about 75% complete. The final color and nets will be installed when the temperatures increase, the courts will be locked until then. Construction drawings have been delivered to Purchasing for bidding. The bid opened on March 2. Construction will take place in spring/summer 2016.
- Traditions Neighborhood Park – PROS owned and maintained new neighborhood park to be designed and constructed to City standards by Richmond American Homes. Consultant submitted updated park master plan. PROS approved master plan amendment. Consultant working on the first PROS plan submittal.
- Triple Creek Trailhead Design - Master planning and CD's underway. The project is funded in part by an Arapahoe County Open Space planning grant. Proposed plan will include separate parking areas for bike/pedestrians and equestrians, a small nature plan area, picnic areas, mountain bike skills area and connections to the Sand Creek, High Line Canal, and Triple Creek Trails. Revised floodplain/floodway mapping is being considered as it may impact the current master plan concept. PROS will be seeking funding for the projects through grant opportunities.

- West Tollgate Creek Trail Replacement – Trail replacement from Hampden Ave. to Iliff Ave. to replace damaged asphalt with concrete. This will include grading to improve accessibility. CD's are underway and 99% complete. Civil plans are currently being reviewed through AMANDA. Construction will be funded, in part, by a grant from the State Trails Program.

Construction

- Aurora Reservoir Restroom Renovation – The existing restroom will be renovated and expanded to better serve the park patrons. A second entry will be constructed that provides access to the large group shelter area. Construction is expected to be completed by Memorial Day.
- 2015 Playground Resurfacing – Six playgrounds are receiving a new rubber surfacing wearing course. Great Plains Park, Sunrise Park and General's Park are complete. Golden Eagle has resumed pouring. Country Lane and Mountain View Parks will be next.
- High Line Canal & Triple Creek Trail Connections – Construction is underway for trails that will extend the High Line Canal Trail from 14th Ave. to Tower Rd., build Sand Creek Trail from Colfax Ave. to the trail on the south side of Sand Creek and make connections to the Aurora Sports Park and Springhill Park/Beck Recreation Center. This includes two bridges over the High Line Canal and two low-water crossings over Sand Creek. Completion in early 2016.
- Montview Park Renovation – Renovation of existing park to include: regional trail, picnic shelter, picnic tables and grills, benches, complete playground, community garden, irrigation, landscape, and basketball courts. Notice to proceed issued to Richdell Construction on February 25. The contractor has placed security fence around perimeter of site.
- Wagon Trail Playground Renovation – Construction has resumed with the warm weather.
- Wheatland's Trail Realignment – New concrete trail now installed; contractor to complete grading and seeding. Contractor gearing up to finish trail work. Should be complete before March 31.

SPECIAL EVENTS & MARKETING

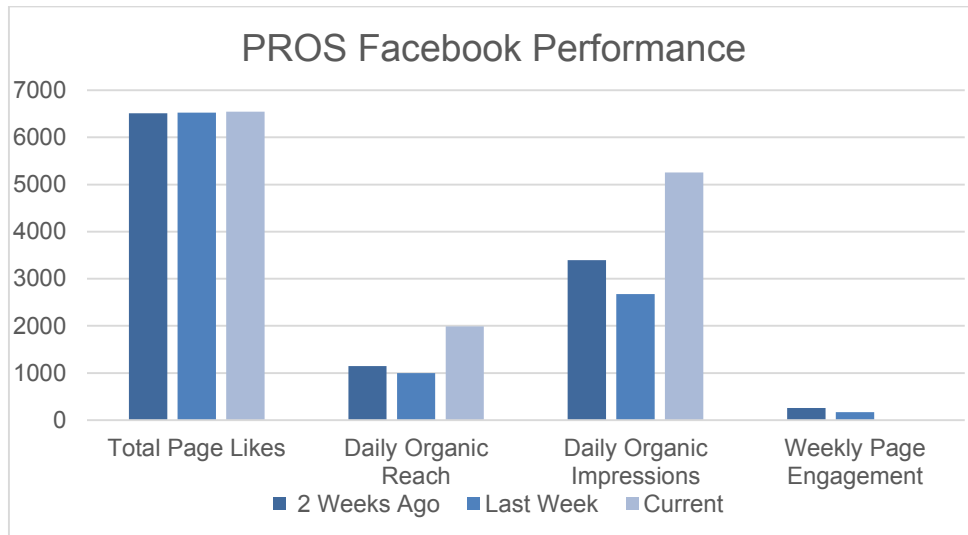
Events

- Attending Community College of Aurora Volunteer Fair & Volunteer Steward Recruitment Open House.
- Finalize various volunteer projects.
- Coordinating Temporary Use Permit (TUP) requests for groups who want to hold events in Aurora.
- Conducting entertainment research for KidSpree, 4th of July and Punkin Chunkin events.
- Sponsorship sales/outreach.
- 2016 CO Freedom Memorial Planning.

Marketing

- Helping to promote Teen Job and Volunteer, Coaches Training and Summer Camps for Recreation.
- Formatting and layout of the Summer Recreation Guide.
- Finalizing contracts with event sponsors and Recreation Guide advertisers, collecting outstanding balances with sponsors from 2015 and 2016.
- Making contact with 3 sponsors per week to drive new business to events and other sponsorship opportunities.





RECREATION DIVISION

Aquatics

On February 20-21, 56 marines used the Beck Pool for training. They practiced lifesaving skills in their uniforms to learn how to swim with all their gear on in case of an emergency. There were also 20 Air Force personnel that practiced emergency parachute removal in the pool for water landings.



Registration Office

Due to many sports deadlines and camp registration openings, the registration staff processed \$42,080.79 in registrations in a 5 day period. The registration deadline for most sports is February 26, which is usually the busiest day.

Special Services

The Community of Many Providing After School Success (COMPASS) students and their parents enjoyed “Family Night” at Paris Elementary School, a night filled with fun games (including Musical Chairs), delicious snacks and a prize filled raffle.



The City of Aurora Preschool Programs hosted a collaborated effort with Aurora Public Schools (APS) to host an informative parent meeting, “Getting Ready for Kindergarten”. The venue was located at Beck Recreation Center on February 18 with 60 people in attendance. A translator was provided by APS for Spanish-speaking families. Parents were informed that APS Kindergarten registration begins April 12. Topics covered learning and development in many areas including: physical, social and emotional, language, beginning reading and writing, and number counting. There were tips for families to help support learning at home and prepare their children for kindergarten.

APD Senior Resource Officer, Jim Seneca shared valuable information with 16 active adults who attended Coffee with a Cop at the Aurora Center for Active Adults (ACAA) on February 17. Officer Seneca updated the group on crimes targeting older adults in Aurora and gave personal safety tips that are important to know at any age. Doughnuts were provided by Cherry Creek Retirement Community.



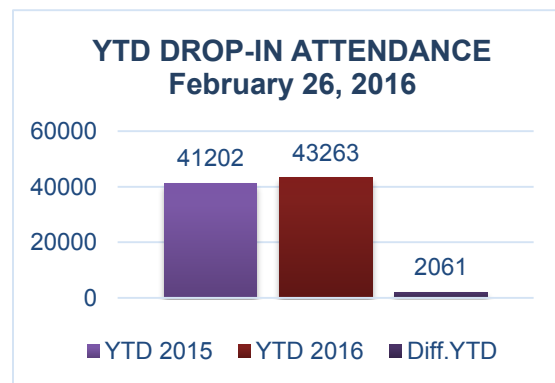
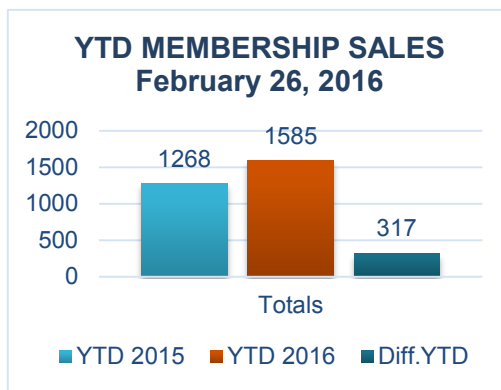
Centers and Fitness

The Cooking Program just received a \$200 donation from the Optimist Club of Aurora for a new program to provide some extra financial support to low-income youth in the community. Any youth from 3–18 years of age who is on financial assistance can enroll in 2 cooking classes per year at an 80% discount. The program will teach healthy, practical cooking classes. Anyone can donate to this program, and we appreciate any and all donations.

Sports

On Saturday, February 27, the intermediate gymnastics classes held their first showcase at Overland High School. The girls showed family and friends what they learned during the session with mini routines. The feedback from parents was overwhelmingly positive: “My daughter learned more in this session since coming to the program at Overland.” “This was so much fun, it gave my daughter a sense of pride.” “We loved it, we hope to see more of this!” “We like these elements of discipline, focus and the smaller amount of performance factor this put on our kids and it was done in a fun manner.”

Spring practices have started for baseball, softball, soccer, lacrosse, tennis, and volleyball.



City of Aurora



PUBLIC WORKS

Operations Report
Week Ending February 26, 2016

Engineering

Approved Plans

- East Quincy Highlands, Filing #10/final drainage/utilities/grading/roadway/storm sewer/sanitary sewer/erosion control/survey control/landscape
- New England Heights – Moorhead Recreation Center/final drainage/utilities/grading/erosion control/roadway
- Best Industries, Filing #01/final drainage/utilities/grading/water/erosion control/roadway
- Tierra Park Renovations/grading/erosion control
- Rockinghorse, Filing #08/final drainage/utilities/grading/storm sewer/erosion control
- Majestic Commercenter/drainage/grading
- Serenity Ridge, Filing #02/grading
- Iliff Commons, Filing #04/roadway
- The Forum Fitzsimons, Filing #01/water/sanitary sewer
- Whispering Pines, Filing #01/grading
- Public Service Company of Colorado FasTracks I-225 Corridor Project/erosion control

Street Services

Potholes

Street crews utilized 35.39 tons of asphalt to repair 819 potholes.

Asphalt Patching (38.33 tons)

E. 56th Ave., Monaghan Rd. to Hudson Rd.
349 Ivory Circle

Street/Road Grading

E. 40th Ave., Imboden Rd. to Eclectic St.
Eclectic St., E. 40th Ave. to E. 45th Ave.
Picadilly Rd., E. 56th Ave. to E. 64th Ave.
E. 45th Ave., Eclectic St. to Imboden Rd.
E. 26th Ave., Hudson Rd. to Watkins Rd.
Peterson Rd., Hwy. 36 to E. 48th Ave.
Imboden Rd., E. 56th Ave. to E. 64th Ave.
Cavanaugh Rd., Hwy. 36 to the south

Alley Grading

Clinton St. to Yosemite St., E. Montview Blvd. to E. 11th Ave.

Clinton St. to Elmira St., E. Colfax Ave. to E. 11th Ave.

Joliet St. to Lima St., E. Colfax Ave. to E. 11th Ave.

Street Sweeping

Crews picked up 438 cubic yards of trash and debris on 658 pass miles.

Adopt A Street

Groups picked up 13 bags of trash during the week.

Public Improvement Inspections

City Projects**2015 - 2016 Utility Asphalt Patch Program, Project # 14009A – Wards I, III, IV, V and VI**

Metro Pavers Inc. completed 11 utility asphalt patches this week. The contract is approximately 41% complete with an anticipated completion date of 8/31/16.

2015 Traffic Signal Construction, Project #15015 – Wards V and VI

WL Contractors continued traffic signal installation at the intersection of E. Smoky Hill Rd. and S. Buckley Rd. The contract is approximately 60% complete with an anticipated completion date of 4/30/16.

2015 Concrete Infrastructure Program, Project #15006 – Wards IV and V

Fasick Concrete Inc. continued removal and replacement of sidewalks in the Meadowood and Woodrim subdivisions. The anticipated completion date is 7/29/16.



Aurora Water Weekly Report February 21-27, 2016

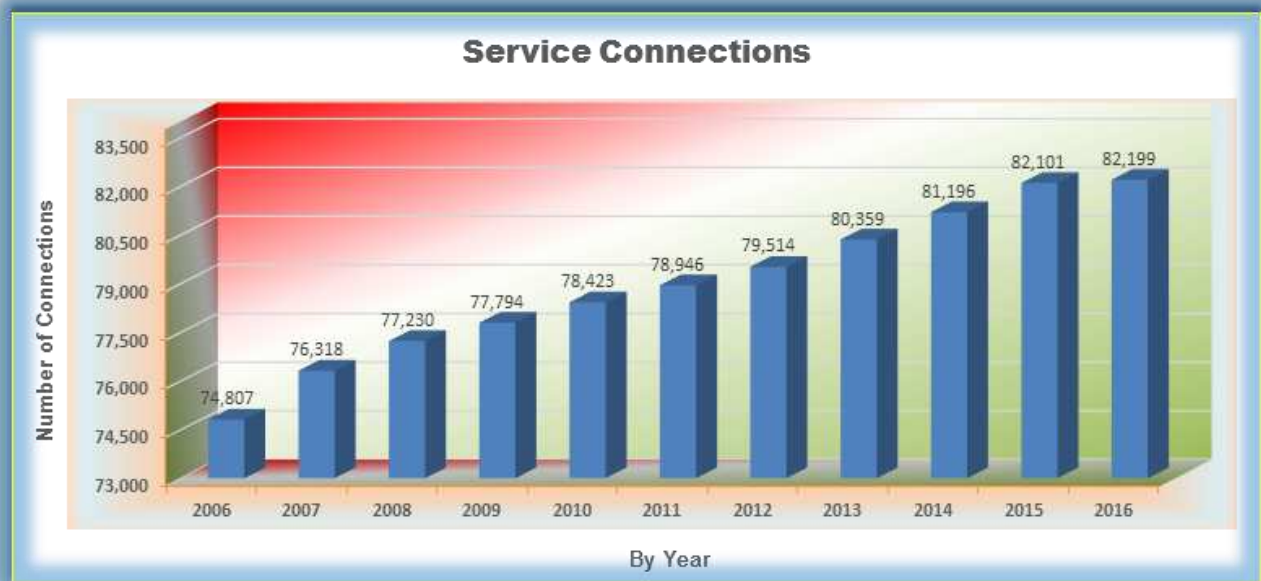
AVERAGE ANSWER WAIT TIME 2/21/16 – 2/27/16		
BILLING CALLS	#CALLS	AVG WAIT TIME
ENGLISH	1961	0:00:11
SPANISH	224	0:01:25
TOTAL	2185	
COMBINED AVG WAIT TIME		0:00:19

Support Services Division

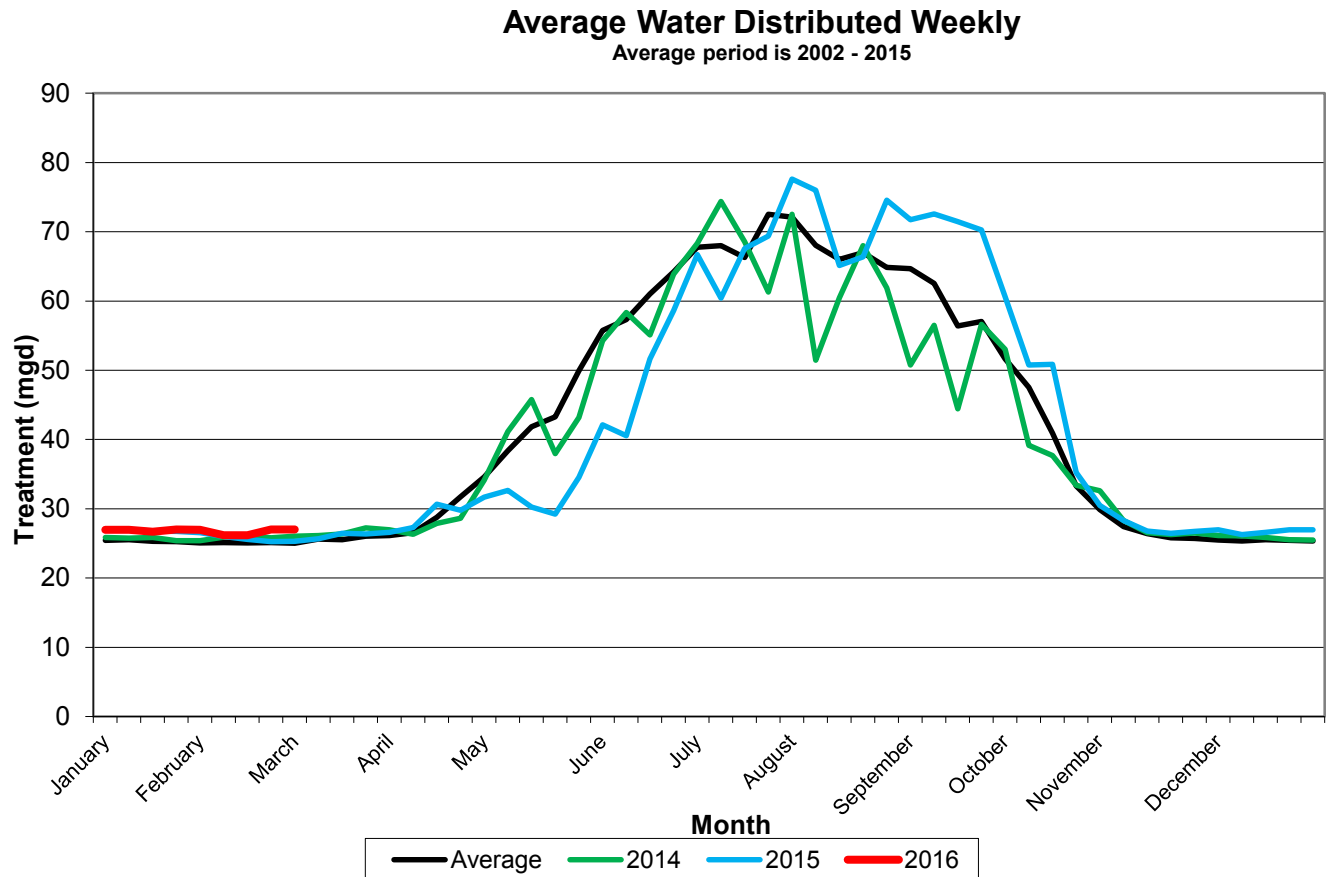
A total of 24 new accounts were added to the system in the last week.

Year-to-date totals:

<u>2015</u>	<u>2016</u>
121	98



Distribution



Operations and Maintenance/Wastewater and Stormwater

Ward I

Wastewater crews responded to **2020 N. Nome Street** on **February 23** for a reported sink hole around a manhole. Upon inspection, the sink hole was caused by poor compaction. The streets division was notified and repaired it on February 24. **Arrived on site in 30 minutes. Resolution time was 24 hours.**

Wastewater crews responded to **East 23rd Avenue and North Fitzsimons Parkway** on **February 24** for a request to locate a sewer tap. Upon inspection, the tap was located. **Arrived on site in 15 minutes. Resolution time was 30 minutes.**

Ward II

Wastewater crews responded to **1548 S. Ensenada Street** on **February 23** for a report of water coming out of a storm drain. Upon inspection, water was coming out of a residential meter pit. The city mains were found to be functioning properly. The resident had a break in the service line, and on March 3, crews confirmed it had been repaired. **Arrived on site in 30 minutes. Resolution time was March 3.**

Wastewater crews responded to **East 22nd Avenue and North Airport Boulevard** on **February 24** for a reported sunken manhole. Upon inspection, it was a sunken water manhole. Crews installed a temporary manhole silencer, and will fix it more permanently within a week. **Arrived on site in 17 minutes. Resolution time will be by 3/4/16.**

Ward V

Wastewater crews responded to **2776 S. Dunkirk Court** on **February 25** for a possible sewer main stoppage. Upon inspection, the city mains were found to be functioning properly. The owner was notified that the issue was in their private line, and they need to contact a plumbing company to resolve the issue. **Arrived on site in 20 minutes. Resolution time was 30 minutes.**

Water Operations & Maintenance

Water main breaks – 2015 week #9 YTD total was 9 – 2016 week #9 YTD total is 21.

Ward II

02/23/16 – 17789 E. Iowa Drive – Water was off for 2.5 hours, and repairs were completed in 6 hours.

Ward III

02/26/16 – 330 S. Chambers Road – Water was off for 3.75 hours, and repairs were completed in 5 hours.

Ward V

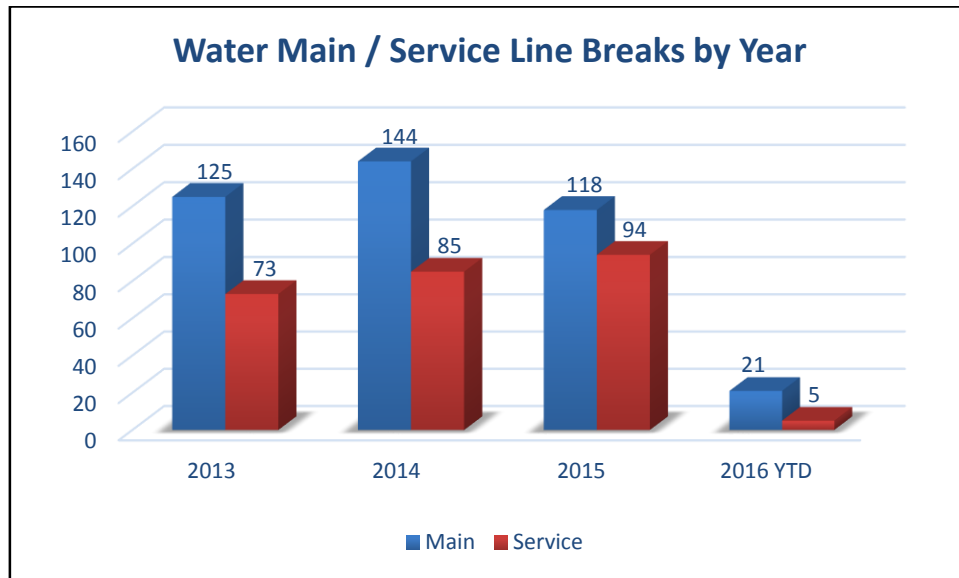
02/24/16 – 19175 E. Bates Avenue – Water was off for 2 hours, and repairs were completed in 8 hours.

Service breaks – 2015 week #9 YTD total was 8 – 2016 week #9 YTD total is 5.

(All service break repairs and replacements take place between water main and water meter on city side, unless otherwise noted.)

Ward VI

- 02/22/16 – 3755 S. Genoa Circle – Water was not off, and repairs were completed in 5.25 hours.
- 02/23/16 – 4668 S. Salida Street – Water was not off, and repairs were completed in 5 hours.



Wastewater Repairs – 2016 YTD is 2.

No report of any wastewater repairs last week.