

# MEMORANDUM

**To:** Mayor Murphy, City Council

**From:** Margy Greer, City Clerk  
Teri Colvin, ACIC Coordinator

**Date:** 2/1/2012

**Re:** 2011 Fourth Quarter Report - Status of Assignments and Recommendations from the Advisory Commission for an Inclusive Community (ACIC)

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The following is a review of the progress of the Advisory Commission for an Inclusive Community (ACIC) during the fourth quarter of 2011. The review contains updates on assignments and/or recommendations that were made, completed, or are still in the working stages of committees during the fourth quarter of 2011.

## **ORGANIZATIONAL UPDATE**

In the fourth quarter of 2011, two new ACIC members were appointed by City Council: Joel Zachrich and Gabriel Castillo. During each year, December marks the end of ACIC member terms. This year 15 terms expired. Six members were reappointed by City Council in December to serve an additional three year term on the ACIC. At the end of 2011, there were 10 vacancies on the Commission. New members are being actively recruited and the vacancies are being advertised.

The 2012 ACIC Officers Election took place on November 16, 2011. Allen Cyr was re-elected as Chair. Gay Dugan was selected to serve another term as Vice-Chair. Christy Herron was elected as the new Secretary. Also in November, committees selected new committee chairs. Three committee chairs were reappointed and four new committee chairs were selected. Currently, the Diversity Education Committee is seeking members as well as a committee chair.

This year, ACIC members have been encouraged to learn more about City of Lakewood programs, policies, facilities, and day-to-day operations. ACIC members toured the Denver Federal Center Museum, the Lakewood Heritage Center, and the Moffat Rail Terminal Building. Several guest speakers attended ACIC meetings to help educate the committees about the City of Lakewood. Guest speakers included George Valuck, Alameda Gateway Corridor Association; Larry Dorr, City of Lakewood Finance Director; and Gail Spencer, City of Lakewood Code Enforcement Coordinator.

Throughout the year ACIC members have spent their time doing projects that haven't always materialized into official proposals or projects, but were very significant in helping them become better ambassadors for the City. The Parks, Trails and Open Space Committee toured all of the City Parks in Lakewood over the last year. The Neighborhoods Committee promoted the Colorado Municipal League's (CML) "*If I were Mayor*" essay contest and visited several homeowners association (HOA) meetings through the City of Lakewood promoting the ACIC. Additionally, an ad hoc committee was formed to review the ACIC Commissioner's Guide.

Several committees have been researching topics that may turn into ACIC proposals in the future, such as a business questionnaire, a senior questionnaire, green building codes and water conservation.

## **2011 PROJECT/ASSIGNMENT UPDATE**

### *Door – to – Door Solicitation*

In June, the Business, Neighborhoods, and Seniors Committees began work on ACIC Assignment 2011-4.

At the request of City Council, the committees will research and make recommendations regarding the possibility of Lakewood having a licensing procedure for door-to-door solicitors. If the recommendation is to have a licensing procedure, the recommendation should include any rules or regulations that should be included in an ordinance.

Status: In Progress

### *Residential Property Maintenance Code*

Since August, the Neighborhoods, Environment, and Diversity Education Committees have been working on ACIC Assignment 2011-6.

This project was assigned as a research project, originally discussed by the Mayor when he was a guest speaker at a Full Commission Meeting, related to developing policies and recommendations related to a residential property maintenance code.

Status: In Progress