

Council Newsletter

CITY MANAGER'S NOTES February 17, 2021

Upcoming Council Meetings

February 22, 2021 The City Council Study Session will begin at 6:00pm. This

meeting will be held by teleconference.

March 1, 2021 The City Council Study Session will begin at 6:00pm. The

Special Regular Meeting will begin at 7:00pm. These

meetings will be held by teleconference.

Informational Items

The following attachments are in response to City Council requests, as well as other informational items.

- 1. Calendar of Events
- 2. Tentative Regular and Study Session Topics

CITY OF ENGLEWOOD 2021 CALENDAR OF EVENTS

Mon., Feb. 22	6:00 p.m.	City Council Study Session, Teleconference
Tues., Feb 23	5:15 p.m.	Budget Advisory Committee, Teleconference
Wed., Feb. 24	4:00 p.m.	Englewood Housing Authority, Teleconference
Mon., Mar. 1	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Mar. 2	7:00 p.m.	Planning and Zoning Commission
Wed., Mar 3	11:00 a.m.	Liquor and Marijuana Licensing Authority
	5:45 p.m.	Cultural Arts Commission
Mon., Mar. 8	6:00 p.m.	City Council Study Session, Teleconference
Tues., Mar. 9	5:00 p.m.	Water and Sewer Board, Teleconference
	6:30 p.m.	Keep Englewood Beautiful
	7:00 p.m.	Library Board
Wed., Mar. 10	3:30 p.m.	Alliance for Commerce in Englewood
	7:00 p.m.	Board of Adjustment and Appeals
Thurs., Mar. 11	5:30 p.m.	Parks and Recreation Commission
	6:00 p.m.	Transportation Advisory Committee
Mon., Mar. 15	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Mar. 16	7:00 p.m.	Planning and Zoning Commission
Mon., Mar. 22	6:00 p.m.	City Council Study Session, Teleconference
Tues., Mar. 23	5:15 p.m.	Budget Advisory Committee
Wed., Mar. 17	6:30 p.m.	Historic Preservation Commission
Mon., Apr. 5	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Apr. 6	7:00 p.m.	Planning and Zoning Commission
Wed., Apr. 7	11:00 a.m.	Liquor and Marijuana Licensing Authority
	4:00 p.m.	Englewood Housing Authority, Teleconference

Consent	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	22 Feb 2021	10 minutes, set aside at one meeting per month for this recurring update	Study Session Memo	Monthly Financial Update	Finance Update	Jackie Loh	City Manager's Office, Finance
		Presentation: 10 minutes Discussion: 20 minutes Information and Direction	Study Session Memo	Update on Sustainability Plan and Program	On November 22, Council discussed the development of a plan to create a sustainability plan and program. This study session will provide a brief update on the progress of the plan.	Tim Dodd	City Manager's Office
		Flexible Information Presentation: 15 minutes Discussion: 30 minutes	Study Session Memo	Storm Water Utility Program Update	Update on the various initiatives occurring within the Storm Water Utility programs & projects	Maria D'Andrea	Public Works
		Flexible - Information Presentation: 15 minutes Discussion: 30 minutes	Study Session Memo	Budget Advisory Committee Issue Brief Review	Budget Advisory Committee City Reserves and Fund Policy Issue Brief	Chelsea Nunnenkamp	Budget Advisory Committee
		Charter Amendment for Election of the Mayor Presentation: 5 minutes Discussion: 20 minutes	Study Session Memo	Charter Amendment for direct Election of the Mayor	Charter Amendment for Election of the Mayor	Stephanie Carlile	City Clerk's Office
		Presentation: 5 minutes Discussion: 15 minutes Information	Study Session Memo	General decorum in meetings - refresher	General decorum in meetings	Alex Dorotik	City Attorney's Office
		Flouible Information					
	01 Mar 2021	Flexible Information Presentation: 15 minutes with PowerPoint Discussion: 15 minutes	Study Session Memo	Budget Basics, Funds Overview and 2022 Budget Cycle Preview	Budget Basics, Funds Overview and 2022 Budget Cycle Preview	Jackie Loh	Finance
		Somewhat Flexible Information Presentation: 20 minutes Discussion: 30 minutes Discussion: 30 minutes Maria D'Andrea Révini Engels Tim Dodd Jackle Loh Guest Presenters: Andrew Wheeler, Stifel & Assoc. Bryan Stelmack, Stifel & Assoc. Tom Peltz, Kutak Rock		Storm Water Bond Issuance	Provide an overview of the impending process to issue \$10M in stormwater bonding	Kevin Engles, Maria D'Andrea, Tim Dodd	Finance, Public Works
		Not Flexible	Proclamation	Covid-19 Proclamation			
Consent?		Facilities Project Manager John Donakowski	Motion	Change Order - Keesen Enterprises, Inc.	EEF Snow Removal	John Donakowski	Public Works
Consent?			Motion	Electronic Records and Information Management System RFP Approval	Record and Information Management System RFP Approval	Aaron Davis, Stephanie Carlile	City Clerk's Office
Consent?		Not Flexible	Resolution	Enterprise Fleet Management Recommendation	Recommendation to approve a contract with Enterprise Leasing to replace 21 city vehicles due or past due for replacement.	Janet Lundquist, Steve Ortega	Public Works
Consent?		Not Flexibe	Resolution	Approval of RTD Elevator Modernization Proposal	Modernization of RTD elevator at the Englewood Station in the amount of \$133,236.	John Donakowski	Public Works
Yes			Bill for an Ordinance –	CB 04 first reading of amendment to			
Yes			1st Reading	title 7			
No		Erik Sampson, Wade Burkholder Outside presenters: Flexible	Bill for an Ordinance – 1st Reading	First Reading - Public Hearing on a Site Development Plan for Winslow Crane, 3002 S Huron Street	First Reading on Vacation Ordinance	Erik Sampson, Wade Burkholder	Community Development
No		Erik Sampson, Wade Burkholder Outside presenters: Flexible	Bill for an Ordinance – 1st Reading	First Reading - Vacation of a portion of West Cornell Street and a portion of the associated alley	First Reading on Vacation Ordinance - West Cornell Avenue	Erik Sampson, Wade Burkholder	Community Development
No		Sampson, Burkholder Guest presenter Flexible	Bill for an Ordinance – 1st Reading	First Reading - Vacation of a portion of South Huron right-of- way	First Reading on vacation of South Huron Street right-of- way	Erik Sampson, Wade Burkholder	Community Development
	08 Mar 2021	10 min per interview Applications due Feb. 16	Study Session Memo	DDA Interviews	DDA Interviews	Jackie McKinnon	City Clerk's Office
	15 Mar 2021	Presentation: 20 minutes Discussion: Somewhat flexible, needs to be presented within first Quarter of 2021. Carol Malesky, Stantec. Powerpoint	Study Session Memo	City of Englewood's Sewer Connector Districts Rate Analysis	Rates vary based on location inside or outside the City of Englewood, as well as level of service. This analysis develops a defensible outside-City rate structure that recovers the City's costs of service more transparently and equitably.	Pieter Van Ry	Utilities
		Presentation: 15 minutes - PowerPoint Discussion: Information/Direction	Study Session Memo	Organized Garbage & Recycling Collection - Request for Proposals Content Review	The Citizen's Committee has established various items & options in the revised Request for Proposals to solicit proposals from trash haulers. Staff will review these items with Council and seek concurrence before finalizing and issuing the RFP.	Maria D'Andrea	Public Works
		Flexible - 15-20 minutes Wade Burkholder, Brook Bell, Outside Presenters	Public Hearing	Vacation of Right-of-Way - Alpine Englewood	Request to vacate approximately 1,598.40 square feet of alley right-of-way for a 118-unit multi-family, use-by- right redevelopment project at 1375 E Hampden Avenue (Former site of Bullock Mortuary and 2 single-family homes)		Community Development
No		PowerPoint - 10 minutes?	Bill for an Ordinance – 1st Reading	First Reading - Ordinance for Stormwater Bond Issuance	First reading of an ordinance to allow issuance of \$10M in stormwater bonding	Maria D'Andrea	Public Works
		Erik Sampson, Wade Burkholder Outside presenters: Flexible	Ordinance – 2nd Reading	Site Development Plan for Winslow Crane, 3002 S Huron Street	on Vacation Ordinance	Erik Sampson, Wade Burkholder	Community Development
		Erik Sampson, Wade Burkholder Outside presenters: Flexible	Ordinance – 2nd Reading	Vacation of a portion of West Cornell Street and a portion of the associated alley	Vacation Ordinance - West Cornell Avenue	Erik Sampson, Wade Burkholder	Community Development
		Sampson, Burkholder Guest presenter Flexible	Ordinance – 2nd Reading	Vacation of a portion of South Huron right-of-way	vacation of South Huron Street right-of-way	Erik Sampson, Wade Burkholder	Community Development
	22-Mar-21	Somewhat Flexible Information and Direction Presentation: 15 minutes with PowerPoint Discussion:	Study Session Memo	Discussion regarding potential sale of city properties	Staff will present information to Council to discuss whether or not they wish to pursue the potential sale of two city properties and, if so, next steps in the process	Alex Dorotik, Maria D'Andrea	City Manager's Office, Public Works

		Flexible Presentation: 10 minutes w/ PowerPoint Discussion: 10 minutes Direction	Study Session Memo	Malley Trust Fund Recomendations	The Malley Trust Fund is recommending projects for Council to review.	Allison Boyd, Christina Underhill	Parks, Recreation & Library
		Discussion: 20 minutes	Study Session Memo	Wayfinding and Placemaking Master Plan	Staff is asking City Council to adopt "Wooded Nook" as the design concept for the master plan.	Chris Harguth	Communications
		Presentations: 40 minutes Discussion: Not flexible. staff from Logan Simpson. Powerpoint	Study Session Memo	Unified Development Code Assessment Update	Staff and consultant will update City Council on UDC Assessment findings and process.	Wade Burkholder	Community Development
Consent?	05 Apr 2021	Not Flexible. Contract expires April 12.	Motion	Renewal of AEC West Contract	AEC West provides building plan review and inspection services to supplement city staff plan review and inspection services.	Karen Montanez	Community Development
		Tim and Adrian will give a brief talk on our Annual Arbor Day Tree Sale and our tree climbing presentation with Englewood Schools.	Motion	2021 Arbor Day Proclamation	2021 Arbor Day Proclamation	Adrian Torres	Parks, Recreation & Library
No			Resolution	Resolution to appoint a member to the DDA	Resolution to appoint member to the DDA	Jackie McKinnon	City Clerk's Office
No		Only if PH date moves Wade Burkholder, Brook Bell, Outside Presenters	Bill for an Ordinance – 1st Reading		First Reading - Vacation of Right-of-Way - Alpine Englewood: Request to vacate alley right-of-way for a 118-unit, multi-family, use-by-right redevelopment project	Brook Bell, Wade Burkholder	Community Development
			Ordinance – 2nd Reading	Ordinance for Stormwater Bond Issuance	an ordinance to allow issuance of \$10M in stormwater bonding	Maria D'Andrea	Public Works
	12 Apr 2021	Flexible Presentation: 10 minutes w/PPT Discussion: Direction	Study Session Memo	Citizen of the Year Nomination and Selection	Council will review 2021 Citizen of the Year nominations and pick the 2021 Citizen of the Year.	Chris Harguth, Madeline Hinkfuss	Communications
	17-May-21	Flexible 10 minutes w/PPT	Update	Citizen of the Year Recognition	Council will recognize and honor the 2021 Citizen of the Year.	Chris Harguth, Madeline Hinkfuss	Communications
	24 May 2021	March 22, 2021, Post Vacancies – April 19, 2021, Application Deadline No other Study Session Topics if Possible	Study Session Memo	Board and Commission Interviews/Discussion-	Board and Commission Interviews/Discussion-	Jackie McKinnon	City Clerk's Office
Consent?	07 Jun 2021	Not Flexible unless Interviews Move	Resolution	New B&C Appointments approved by City Council - Resolution	New B&C Appointments approved by City Council - Resolution	Jackie McKinnon	City Clerk's Office
	FUTURE						
	Study Session						
	Topics			DRCOG Demography			
				Youth Vaping and Tobacco/Nicotine Use in Our Communities	Ordinance/Tobacco free parks		
				Tri-County Health Covid Response/vaccination	Dr. Douglas		
				Public Comment at Public Meetings	Tabled to in person		
	Upcoming Agenda Item Topics	Until we have better information from the developer, please move the below public hearing to "upcoming items"	Public Hearing	Public hearing for Adriatic Townhomes Planned Unit Development	Public hearing for Adriatic Townhomes Planned Unit Development - Public hearing for a planned unit development - Adriatic Townhomes, 2140 S Zuni - 2+hours	Will Charles	
	FUTURE						
	Recognition & Awards			Police Citizens Academy Graduates Recognition (Moved from May 4 to November 2nd)			
	Postponed Items			Award Presentation - HR Best in Class Award	Shawn Lewis	On Hold indefinitely	
				4th of Jan. Recognition of Council of New BandC Apps			
				Recognition - Emerging Leaders Program by The Small Business Administration	Darren Hollingsworth	On Hold	
				Recognition - Citizens Planning School Graduates Charter Review (I/D) 15 min	Wade Burkholder Alison McKenney Brown	On Hold indefinitely On Hold indefinitely	
				Tentative Joint Session with Planning and Zoning Commission (40min I)	·	,	