



## Council Newsletter

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### CITY MANAGER'S NOTES February 25, 2021

#### Upcoming Council Meetings

**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.

**March 8, 2021**

The City Council Study Session will begin at 6:00pm. This meeting 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., 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, Teleconference
Wed., Mar 3	11:00 a.m.	Liquor and Marijuana Licensing Authority
	5:45 p.m.	Cultural Arts Commission, Teleconference
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, Teleconference
	7:00 p.m.	Library Board, Teleconference
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
	5:45 p.m.	Cultural Arts Commission
Thurs., Apr. 8	5:30 p.m.	Parks and Recreation Commission
	6:00 p.m.	Transportation Advisory Committee

Consent	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	01 Mar 2021	Flexible. Direction. The Archterra Group Presentation: 15 minutes 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
Consent?		Somewhat Flexible Information Presentation: 20 minutes Discussion: 30 minutes Maria D'Andrea Kevin Engels Tim Dodd Jackie Loh Guest Presenters: Andrew Wheeler, Stifel & Assoc. Bryan Stelmack, Stifel & Assoc. Tom Peltz, Kutak Rock	Study Session Memo	Storm Water Bond Issuance Process & Schedule	Provide an overview of the process & schedule to issue stormwater bonds	Jackie Loh, Maria D'Andrea	Finance, Public Works
		Covid-19 Memorial Day Proclamation	Update	Covid-19 Memorial Day Proclamation	Covid-19 Memorial Day Proclamation		
Yes		Not Flexible	Resolution	RTD Elevator Modernization Project	Modernization of the RTD elevator at the Englewood Station in the amount of \$133,236.00.	John Donakowski	Public Works
Yes		Not Flexible	Motion	Change Order with Keesen Landscape Services, Inc. for Snow and Ice Control Services	Approval of Change Order with Keesen Landscape Services for EEF Snow & Ice Control Services	John Donakowski	Public Works
No		Flexible Erik Sampson, Wade Burkholder (est. 20 minutes)	Bill for an Ordinance – 1st Reading	CB 05 - Vacation of a portion of South Huron Street right-of-way to accommodate the WH PUD Site Development Plan apartment development.	CB 05 - Vacation of a portion of South Huron St - WH PUD Site Development Plan	Erik Sampson, Wade Burkholder	Community Development
No		Erik S, Wade Burkholder, and others TBD (est. 20 minutes)	Bill for an Ordinance – 1st Reading	CB 06 - Vacation of a portion of West Cornell Ave right-of-way and a portion of the associated public alley for the WH PUD Site Development Plan	CB 06 - Vacation of a portion of West Cornell Ave right-of-way and a portion of the associated alley - WH PUD Site Development Plan	Erik Sampson, Wade Burkholder	Community Development
No		Erik S, Wade Burkholder, and others TBD 2 hrs.	Bill for an Ordinance – 1st Reading	CB 08 - First Reading on WH PUD Site Development Plan for Winslow Crane, 3001 South Galapago Street	CB 08 - First Reading on WH PUD Site Development Plan for Winslow Crane, 3001 S. Galapago Street	Erik Sampson, Wade Burkholder	Community Development
Yes		These amendments are meant to address concerns of the CEAC and Code enforcement concerning impoundment of animals additional to just dogs and cats	Bill for an Ordinance – 1st Reading	First Reading of an Amendment to Title 7, Chapter 1A - CARE OF ANIMALS	CB 07 - First Reading of an Amendment to Title 7, Chapter 1A - CARE OF ANIMALS	Alex Dorotik	City Attorney's Office
Yes			Bill for an Ordinance – 2nd Reading	Updates to Title 2 Boards and Commissions	CB 04 - Amendment to Title 2 Boards and Commissions	Alex Dorotik	City Attorney's Office, City Clerk's Office
	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	Flexible Information Presentation: 15 minutes with PowerPoint Discussion: 30 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
		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)	Brook Bell, Wade Burkholder	Community Development
Consent?			Motion	Electronic Records and Information Management System RFP Approval	Record and Information Management System RFP Approval	Aaron Davis, Stephanie Carlie	City Clerk's Office
Consent?		Flexible	Motion	Appointment of EEF & EMRF Board Members	Official appointment of Board members to the EEF & EMRF Boards since previous Finance Director has left.	Maria D'Andrea, Pieter Van Ry	Public Works, Utilities
Consent?		Not Flexible	Resolution	Enterprise Fleet Management Recommendation	Recommendation to approve a resolution authorizing a contract with Enterprise Leasing to replace 21 city vehicles due or past due for replacement.	Janet Lundquist, Steve Ortega	Public Works
Consent?		Not flexible	Resolution	2021 Sodium Hypochlorite Bulk Chemical Purchase for Allen Water Treatment Plant	2021 Sodium Hypochlorite Bulk Chemical Purchase for Allen Water Treatment Plant	Angela Goodman	Utilities
Consent?		Not flexible	Resolution	2021 Aluminum Sulfate Bulk Chemical Purchase for Allen Water Treatment Plant	2021 Aluminum Sulfate Bulk Chemical Purchase for Allen Water Treatment Plant	Angela Goodman	Utilities
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
Yes		These amendments are meant to address concerns of the CEAC and Code enforcement concerning impoundment of animals additional to just dogs and cats	Ordinance – 2nd Reading	Amendment to Title 7, Chapter 1A - CARE OF ANIMALS	CB 07 - Amendment to Title 7, Chapter 1A - CARE OF ANIMALS	Alex Dorotik	City Attorney's Office
Yes		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
Yes		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
Yes		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
		Discussion: 20 minutes	Executive Session	Executive Session Regarding Acquisition or Sale of Property	Executive Session Regarding Acquisition or Sale of Property	Alex Dorotik, Maria D'Andrea	City Attorney's Office, Public Works
	22 Mar 2021	Presentation: 5 minutes Discussion: 5 minutes Information	Study Session Memo	Monthly Financial Update	Monthly Financial Update	Jackie Loh	Finance
		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
		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 Presentation: 10 minutes w/ PowerPoint Discussion: Direction	Study Session Memo	Malley Trust Fund Expenditure Recommendations	The Malley Trust Fund is recommending projects for Council to review.	Allison Boyd, Christina Underhill	Parks, Recreation & Library
		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
	05 Apr 2021	Flexible Presentation: Discussion: Tim and Adrian will give a brief talk on our Annual Arbor Day Tree Sale and our tree climbing presentation with Englewood Schools.	Study Session Memo	Historic Preservation Commission	Historic Preservation Commission	Erik Sampson	Community Development
			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
Consent?		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
Consent?		Not Flexible	Motion	Approval of 2021-2022 Sustainability Plan	On November 22, 2020, staff provided a proposal for a process to develop a sustainability plan. On February 21, 2021, staff presented a draft plan to Council for their feedback.	Tim Dodd	City Manager'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	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
Consent?			Ordinance – 2nd Reading	Ordinance for Stormwater Bond Issuance	an ordinance to allow issuance of \$10M in stormwater bonding	Maria D'Andrea	Public Works
		Executive Session for acquisition or sale of property.	Update	Executive Session for acquisition or sale of property.	Executive Session for acquisition or sale of property.	Alex Dorotik, Maria D'Andrea	City Attorney's Office, Public Works
	12 Apr 2021	City Attorney Interviews	Study Session Memo	City Attorney Interviews	City Attorney Interviews	Ronda Henger	Human Resources
	13-15th Apr 2021	Additional Day for City Attorney interviews					
	19 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
	26 Apr 2021	Presentation: 5 minutes Discussion: 5 minutes Information	Study Session Memo	Monthly Financial Update	Monthly Financial Update	Jackie Loh	Finance
	03 May 2021	Not Flexible David Carroll; Darren Hollingsworth; Marcia McGilley	Update	Proclamation - Small Business Resource Expo	Proclamation - Small Business Resource Expo	Darren Hollingsworth	Community Development

