



Council Newsletter

CITY MANAGER'S NOTES April 15, 2021

Upcoming Council Meetings

April 19, 2021

The City Council Regular Meeting will begin at 5:30pm. This meeting will be held by teleconference.

April 26, 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., Apr. 19	5:30 p.m.	City Council Regular Meeting, Teleconference
Tues., Apr. 20	8:30 a.m.	Mayor Manager Meeting, Teleconference
	CANCELLED	Planning and Zoning Commission, Teleconference
Wed., Apr. 21	6:00 p.m.	Code Enforcement Advisory Committee, Teleconference
	6:30 p.m.	Historic Preservation Commission, Teleconference
Mon., Apr. 26	6:00 p.m.	City Council Study Session, Teleconference
Tues., Apr. 27	5:15 p.m.	Budget Advisory Committee, Teleconference
	6:30 p.m.	Community Meeting: Englewood Station/CityCenter Redevelopment, Revitalization, Reinvention, Teleconference
Wed., Apr. 28	2:30 p.m.	Englewood Downtown Development Authority, Teleconference
Mon., May 3	2:00 p.m.	Malley Trust Fund Meeting, Teleconference
	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., May 4	7:00 p.m.	Planning and Zoning Commission, Teleconference
Wed., May 5	11:00 a.m.	Liquor and Marijuana Licensing Authority , Teleconference
	4:00 p.m.	Englewood Housing Authority, Teleconference
	5:45 p.m.	Cultural Arts Commission, Teleconference
Mon., May 10	6:00 p.m.	City Council Study Session, Teleconference
Tues., May 11	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., May 12	3:30 p.m.	Alliance for Commerce in Englewood, Teleconference
	7:00 p.m.	Board of Adjustment and Appeals, Teleconference
Thurs., May 13	5:30 p.m.	Parks and Recreation Commission , Teleconference
	6:00 p.m.	Transportation Advisory Committee, Teleconference
Mon., May 17	6:00 p.m.	City Council Study Session, Teleconference

Consent	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
Start at 5:30 p.m.	19 Apr 2021	Executive Session for City Attorney Interview					
		Ashley Cappel (Arapahoe County) Sheriff of Arapahoe County (Possible) Nate Fogg (Arapahoe County) Lisa Clay (Arapahoe County)	Recognition	Recognition of Lisa Clay, Rookie of the Year, Colorado Emergency Management Association	Recognition of Lisa Clay for being recognized as a Rookie of the Year by the Colorado Emergency Management Association	Tim Dodd	City Manager's Office
		N/A on staff presentation, but approximately 5 minutes to read the proclamation	Proclamation	Diversity Month Proclamation		Tim Dodd	City Manager's Office
		N/A on staff presentation, but approximately 5 minutes to read the proclamation	Proclamation	Earth Day Proclamation	Proclamation to acknowledge Earth Day	Tim Dodd	City Manager's Office
No			Motion	Electronic Records and Information Management System contract approval	Motion to Approve a Professional Services Agreement with MCCJ for a new Records and Information Management System	Aaron Davis, Stephanie Carlie	City Clerk's Office
Yes			Motion	Q1 2021 Strategic Plan Dashboard and Progress Update	This is a consent calendar item, requesting that City Council make quarterly modifications to the strategic plan and accept the strategic plan progress report/dashboard	Tim Dodd	City Manager's Office
Yes		Not Flexible	Motion	Consideration of a motion to approve the First Amendment of the Preliminary Development Agreement with SKB pertaining to the Redevelopment of Portions of Englewood CityCenter.	Extending the Pre-Development Agreement due to the overall impacts of the pandemic on the commercial real estate market and the need to obtain approval of the DDA debt authorization as a condition of SKB moving forward with the Master Development Agreement.	Dan Poremba	Community Development
Yes		Lisa Clay	Motion	Emergency Operations Plan	Emergency Operations Plan approval	Tim Dodd	City Manager's Office
No		Not Flexible	Motion	Award of Contract to Pro-Pipe, Inc. for the North Englewood Storm Sewer Cleaning Project	Award of contract to Pro-Pipe, Inc. for the North Englewood Storm Sewer Cleaning Project.	Jacob Warren, Tim Hoos	Public Works
No			Resolution	2021 Budget Supplemental #3	2021 Budget Supplemental #3	Jackie Loh	Finance
No			Resolution	2020 Budget Supplemental	2020 Budget Supplemental	Jackie Loh	Finance
No			Resolution	2021 Budget Supplemental #4	2021 Budget Supplemental #4	Shawn Lewis	City Manager's Office
Yes		No. The IGA will be retroactively effective to January 2021. It is coming to Council late due to RTD's staff and legal counsel having multiple contracts and IGA's to create. City staff provided all information to RTD in September in a proactive attempt to have IGA by end of 2020.	Bill for an Ordinance – 1st Reading	Intergovernmental Agreement with RTD for Funding of Englewood Trolley	CB #10 - Annual IGA with RTD for Englewood Trolley Funding	Wade Burkholder	Community Development
Yes		Not Flexible Linda Haley: lhaley@arapahoe.gov Jeremy Fink: jfink@arapahoe.gov	Bill for an Ordinance – 1st Reading	Intergovernmental Subgrantee Agreement with Arapahoe County for 2020 CDBG Funds	CB #13 - annual agreement with Arapahoe County to receive the City's allocation of Community Development Block Grant Funds for the Energy Efficient Englewood (E3) program. This agreement is for the 2020/2021 funding cycle.	Will Charles	Community Development
No			Bill for an Ordinance – 1st Reading	Approval of Intergovernmental Agreement with CDOT for the Design and Construction of Dartmouth Traffic Calming Corridor	CB #14 - Approval of Intergovernmental Agreement with CDOT for the Design and Construction of Dartmouth Traffic Calming Corridor	Sara Siggue, Tim Hoos	Public Works
Yes			Bill for an Ordinance – 2nd Reading	CB 11 - Amendment to Englewood Municipal Code 1-5-2-9 - Addressing the Council	CB #11 - Amendment to Englewood Municipal Code 1-5-2-9 - Addressing the Council	Dugan Comer	City Attorney's Office
Yes		Flexible - 15-20 minutes Brook Bell, Outside Presenters	Bill for an Ordinance – 2nd Reading	CB 12 - Vacation of Public Right-of-Way - Alpine Englewood	CB #12 - Alpine Englewood Opportunity Business LLC has submitted an application requesting the vacation of alley right-of-way to facilitate construction of a 118-unit apartment building with structured parking.	Brook Bell	Community Development
		Flexible Presentation: 10 minutes w/PPT Discussion: Direction	Mayor's Choice	Citizen of the Year Nomination and Selection	Council will review 2021 Citizen of the Year nominations and select the 2021 Citizen of the Year.	Madeline Hinkfuss	Communications
	26 Apr 2021	Presentation: Discussion: Information and Direction ???? Polco would like to present on April 26th to give time for a complete analysis of the survey data. Laurie Urban laurie@polco.us Christina Underhill Presentation: 20 minutes Discussion: Information and Direction	Study Session Memo	Consideration for Budget Advisory Committee to review the annual Capital Improvement Plan	BAC review of CIP budget	Jennifer Nolan	Finance
			Study Session Memo	Polco Dog Park Survey Update	Polco will present the survey data from the Englewood Dog Park Survey	Christina Underhill,	PRLG
		Flexible Direction Presentation: 10 minutes with PPT Discussion:	Study Session Memo	Consideration of a Local Improvement District for Alley Paving in the 3900 Block of Acoma/Broadway	A property owner in the 3900 block of Broadway wishes to pursue paving of the alley, between Broadway and Acoma at their cost. They have inquired about the possibility of establishing a Local Improvement District which would place the costs on their taxes and be paid back over 10 years.	Maria D'Andrea, Tim Hoos	Public Works
		Presentation: 45-60 min? Depending on how many CIPs the PRLG, PW, Utilities and SPR have. Will have Shawn make the final decision Discussion: Flexible - Information and direction	Study Session Memo	Review Preliminary 2022-2026 (5-Year) Capital Improvement Plan Project Requests	Review Preliminary 2022-2026 (5-Year) Capital Improvement Plan Project Requests	Jackie Loh	Finance
		Presentation: 5 minutes Discussion: 5 minutes Information	Study Session Memo	Monthly Financial Update	Monthly Financial Update	Jackie Loh	Finance
No	03 May 2021	Flexible Maria D'Andrea & Dugan Comer Mike Dell'Orfano, Assistant Chief, Business Services, South Metro Fire Rescue Mike.DellOrfano@southmetro.org Presentation: 15 minutes Discussion: 15 minutes	Executive Session	Potential Sale of Municipal Fire Training Center	Sale of property to South Metro Fire	Maria D'Andrea	Public Works
		Presentation: 20 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
		Not Flexible David Carroll; Darren Hollingsworth; Marcia McGilley	Proclamation	Proclamation - Small Business Resource Expo	Proclamation - Small Business Resource Expo	Darren Hollingsworth	Community Development
Consent?			Motion	Malley Trust Fund Expenditure Recommendations	The Malley Trust Fund Trustees and staff are recommending items to purchase utilizing Malley Trust Funds.	Allison Boyd, Christina Underhill	Parks, Recreation & Library
Consent?		Not Flexible	Motion	Stifel Professional Service Agreement Renewal	Renew Professional Service Agreement with Stifel to perform analysis and advice with respect to public financing	Jackie Loh	Finance
Consent?		Flexible	Motion	SCADA Virtualization at Allen Water Treatment Plant	SCADA Virtualization at Allen Water Treatment Plant - procurement of server equipment		
Consent?		Not Flexible	Motion	Keesen Enterprises, Inc. EEF Snow & Ice Control Services - Change Order 2	Approval of Change Order 2 with Keesen Enterprises, Inc. for EEF Snow & Ice Control Services	John Donakowski	Public Works
Consent?		Flexible	Motion	Park Improvements Construction Award of Contract	Construction Award of Contract to ECI Site construction management	Christina Underhill, Dave Lee	Parks, Recreation & Library
Yes			Resolution	Resolution to appoint City Council Member Ward by Resolution to the Urban Renewal Authority.	Resolution to appoint Member Ward by Resolution for the Urban Renewal Authority.	Jackie Mckinnon	City Clerk's Office
Consent?		Flexible Ryan Hunicutt Mike Assante Adrian Torres Christopher Groth Jeremy King	Resolution	Fiber Optic Design Engineering Services	The City of Englewood is looking for a complete design for Outside Fiber Optic Network that will connect but not limited to our facilities, traffic signals, parks, utility sites, etc. This comprehensive design will be used for budgeting and soliciting proposals from contractors to implement and construct the Outside Fiber Optic Network.	Jeromy King	Information Technology
Consent?		Not Flexible	Bill for an Ordinance – 1st Reading	Approval of Intergovernmental Agreement with CDOT for the Design and Construction of West Dartmouth Avenue Multimodal Safety Project	CB #15 - Approval of Intergovernmental Agreement with CDOT for the Design and Construction of West Dartmouth Avenue Multimodal Safety Project	Sara Siggue, Tim Hoos	Public Works
No		Not Flexible	Bill for an Ordinance – 1st Reading	Approval of Intergovernmental Agreement with CDOT for Floyd Avenue & S Etati St. Intersection Improvements	Approval of Intergovernmental Agreement with CDOT for Floyd Avenue & S Etati St. Intersection Improvements	Sara Siggue, Tim Hoos	Public Works
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	10 May 2021	Direction 2 hours depending on number of applicants	Update	Interview Unified Development Code Steering Committee Applicants	A steering committee is being established for the Unified Development Code Rewrite. Similar to the Trash/Recycling Committee, applications will be accepted and Council will interview.	Wade Burkholder	Community Development
	17 May 2021	Flexible PowerPoint Presentation: 5 minutes Discussion Information and Direction	Study Session Memo	Legislation Tracking	Staff will present its process to track state and federal legislation for Council feedback.		
		Flexible Information and Direction Presentation: Discussion:	Study Session Memo	Historic Preservation Commission	Historic Preservation Commission has been working on developing a Landmark application process to allow homeowners the opportunity to designate their property as a historic Englewood Landmark. Prior to accepting Landmark applications, the HPC feels that there should be some established protections for homes that have been granted landmark status.	Erik Sampson	Community Development

		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
Consent?			Bill for an Ordinance – 1st Reading	Approval of Intergovernmental Agreement for the Tri-Cities Homelessness Plan of Action	Approval of an intergovernmental agreement (IGA) with the Cities of Littleton and Sheridan and Arapahoe County for the purposes of developing a Tri-Cities Homelessness Plan of Action	Tim Dodd	City Manager's Office
	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
No		Public Hearing to discuss direct election of Mayor	Public Hearing	Public Hearing to discuss direct election of Mayor	Public Hearing to discuss direct election of Mayor	Stephanie Carlile	City Clerk's Office
	14 Jun 2021	Possibly Flexible Information Several Hour presentation with powerpoint	Study Session Memo	2022 Budget Workshop	2022 Budget Workshop - Discuss Staff's Preliminary Personnel, Operational and Capital Requests	Jackie Loh	Finance
	FUTURE			Revise Code to allow the Budget Advisory Committee to review the CP			
	Study Session Topics		Flexible 10 minutes w/PPT Postponed to June	Citizen of the Year Recognition			
				Paving Alleys			
				Youth Vaping and Tobacco/Nicotine Use in Our Communities	Ordinance/Tobacco free parks		
				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	Wade Burkholder	On Hold indefinitely	
				Charter Review (VD) 15 min	Alison McKenney Brown	On Hold indefinitely	
				Tentative Joint Session with Planning and Zoning Commission (40min J)	Wade Burkholder		