



Council Newsletter

CITY MANAGER'S NOTES April 22, 2021

Upcoming Council Meetings

April 26, 2021

The City Council Special Meeting will begin at 6:00pm.
This meeting will be held by teleconference.

May 3, 2021

The City Council Regular Meeting 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. 26 | 6:00 p.m. | City Council Special Meeting, Teleconference |
| | 6:00 p.m. | Organized Residential Waste & Recycling Collection Citizen's Committee, 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 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 |
| | 7:00 p.m. | City Council Regular Meeting, Teleconference |
| Tues., May 18 | 7:00 p.m. | Planning and Zoning Commission, Teleconference |
| Wed., May 19 | 6:30 p.m. | Historic Preservation Commission, Teleconference |
| Mon., May 24 | 6:00 p.m. | City Council Study Session, Teleconference |
| Tues., May 25 | 5:15 p.m. | Budget Advisory Committee, Teleconference |
| Wed., June 2 | 11:00 a.m. | Liquor and Marijuana Licensing Authority, Teleconference |

| Consent | Meeting Date | Notes | Item Type | Report Title | Description | Staff Responsible | Department/Group |
|-----------------|--------------|--|--|--|---|-----------------------------------|-----------------------------|
| Special Meeting | 26 Apr 2021 | Presentation: 5 minutes Information: 5 minutes | Study Session Memo | Monthly Financial Update | Monthly Financial Update | Jackie Loh | Finance |
| | | 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: 40 minutes Information and Direction | Study Session Memo | Polco Dog Park Survey Findings Presentation | Polco will present the survey findings from the Englewood Dog Park Survey | Christina Underhill | Parks, Recreation & Library |
| | | Flexible Direction Presentation: 10 minutes with PPT Discussion: 10 minutes | 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 |
| | | 10 minutes | Motion | Selection of DOA Representative | | | |
| | | 30 minutes | Exec. Session with possible Follow up action | Selection of City Attorney | | | |
| | | | Mayor's Choice | Start Times for Meetings | | | |
| 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: 45-60 min? Depending on how many CIPs the PRLG, FW, 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: 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 |
| No | | Evaluation Team: Ryan Hunnicutt, Mike Assante, Adrian Torres, Christopher Groth, Jeremy King | Motion | Fiber Optic Design Engineering Services | Design for outside fiber optic network that will connect city facilities, traffic signals, parks, and utility sites. | Jeromy King | Information Technology |
| Yes | | Not Flexible | Motion | Englewood Environmental Foundation 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 |
| 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 |
| Yes | | | 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 |
| Yes | | Not Flexible | Motion | Sisfel Professional Service Agreement Renewal | Renew Professional Service Agreement with Sisfel to perform analysis and advice with respect to public financing | Jackie Loh | Finance |
| Yes | | Flexible The current agreement with Esri expires in 2021. This is a renewal of the enterprise GIS software license which includes maintenance and support from FY2021 through FY2024. | Resolution | ESRI Small Municipal and County Government Enterprise Agreement | Renew ESRI Small Municipal and County Government Enterprise Agreement | Jeromy King | Information Technology |
| No | | 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 Elati St. Intersection Improvements | Approval of Intergovernmental Agreement with CDOT for Floyd Avenue & S Elati St. Intersection Improvements | Sara Siggue, Tim Hoos | Public Works |
| No | | No. The county has a hard deadline of June 11, 2021 Brad Power Yes - Linda Haley, Liana Escott | Bill for an Ordinance - 1st Reading | Intergovernmental Joint Cooperation Agreement with Arapahoe County | Agreement for the City to be included as a part of urban Arapahoe County's HOME consortium for qualification and grant calculation purposes upon the qualification by HUD of the County to receive CDBG and HOME Program entitlements as an urban county and HOME consortium for the next three successive Program Years, May 1, 2022 through April 30, 2024. | Brad Power | Community Development |
| 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 - 2nd 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 - 2nd 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 - 2nd 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 |
| | 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. 5 applicants with closure on Friday. | Wade Burkholder | Community Development |
| | 10 May 2021 | Flexible Information and Direction Presentation: 10 min with PPT Discussion: | Study Session Memo | Proclamation Approval Policy | Discussion of a policy relative to the development and approval of proclamations | Tim Dodd | City Manager's Office |
| | 17 May 2021 | Flexible Direction Presentation: 5 min with PPT Discussion: | Study Session Memo | Consideration of a policy regarding special flags at City facilities | City Council directed staff to bring forward a flag policy during the 2021 Council Retreat in January. This policy provides guidance to staff regarding what flags can be flown on City flag poles. | Shawn Lewis | City Manager's Office |
| | | 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 |
| | | Presentation: 30 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 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. | | |
| | | No. This needs to be sometime in early to mid-May, but it could be the week before or the week after. | Update | Pollinator Month Proclamation | Proclamation celebrating June as Pollinator Month | Tim Dodd | City Manager's Office |
| Consent? | | Yes, can be moved to May 17th if necessary. | Motion | Award of Contract to HDR Engineering, Inc. for Final Engineering Design Services for the South Englewood Storm Sewer Outfall Project | Award of Contract to HDR Engineering, Inc. for Final Engineering Design Services for the South Englewood Storm Sewer Outfall Project | Maria D'Andrea, Tim Hoos | Public Works |
| Consent? | | Flexible | Motion | SCADA Virtualization at Allen Water Treatment Plant | SCADA Virtualization at Allen Water Treatment Plant - procurement of server equipment | Jeromy King, Steve Simon | Utilities |
| Consent? | | Audio Visual will require 2-4 month implementation. | Motion | Audio Visual modernization for streaming in-person and virtual city council meetings. | Audio Visual modernization for streaming in-person and virtual city council meetings. | Jeromy King | Information Technology |
| 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 |
| Consent? | | Not Flexible | Resolution | Framework Agreement with LNR | Agreement with CityCenter property owner LNR | Dan Poremba | Community Development |
| Consent? | | Not Flexible | Bill for an Ordinance - 1st Reading | Intergovernmental Agreement between the Colorado Department of Transportation (CDOT) and the City of Englewood for rehabilitation and widening of the Dartmouth Avenue bridge over the South Platte River. | The City and CDOT previously entered into an IGA for the bridge rehabilitation and widening of the Dartmouth Bridge over the South Platte River. This second amendment to the IGA will increase the total budget to \$3,626,003.00 and update the funding provisions. | Tim Hoos | Public Works |
| 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 20 Applicants - 5:45-9:30 pm | 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 Carille | City Clerk's Office |

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| No | | Not Flexible | Bill for an Ordinance – 1st Reading | MOU between City of Englewood and Colorado State Patrol ALPR | MOU between the COE and the Colorado State Patrol regarding the sharing of license plate reader information for purposes of auto theft investigations. | Vance Fender | Police |
| | 14 Jun 2021 | Flexible-Information and Direction Presentation: 10 minutes with ppt Discussion: | Study Session Memo | Sidewalk Gap Prioritization | Staff has developed a map and list of all "missing" sidewalk segments. Priorities have also been established to assist in determining which sidewalks should be constructed. | Maria D'Andrea | Public Works |
| | | 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 |
| | | Flexible Information Presentation: 15 with PPT Discussion: | Study Session Memo | US 85 Planning & Environmental Linkage Study Update | Update City Council on the preliminary recommendations from the US 85 PEL Study currently underway | Maria D'Andrea | Public Works |
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| | | FUTURE | | Revise Code to allow the Budget Advisory Committee to review the CIP | | | |
| | | Study Session Topics | Flexible 10 minutes w/PPT Postponed to June | Citizen of the Year Recognition | | | |
| | | | | Paving Alleys | | | |
| | | | | Citizen of the Year Process Discussion | | | |
| | | | | Youth Vaping and Tobacco/Nicotine Use in Our Communities | Ordinance/Tobacco free parks | | |
| | | | | Public Comment at Public Meetings | Tabled to in person | | |
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| | | 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 |
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| | | 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 (I/D) 15 min | Alison McKenney Brown | On Hold indefinitely | |
| | | | | Tentative Joint Session with Planning and Zoning Commission (40min I) | Wade Burkholder | | |
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