



## Council Newsletter

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### CITY MANAGER'S NOTES April 29, 2021

#### Upcoming Council Meetings

**May 3, 2021**

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

**May 10, 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., May 3	2:00 p.m.	Malley Trust Fund Meeting, Teleconference
	6:00 p.m.	City Council Regular Meeting, Teleconference
	6:30 p.m.	Historic Preservation Commission Special Meeting, Teleconference
Tues., May 4	7:00 p.m.	Planning and Zoning Commission, Teleconference
Wed., May 5	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
	4:00 p.m.	Englewood Housing Authority, Teleconference
	5:45 p.m.	Cultural Arts Commission, Teleconference
Mon., June 7	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., June 8	5:00 p.m.	Water and Sewer Board, Teleconference
	6:30 p.m.	Keep Englewood Beautiful, Teleconference

Consent	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	03 May 2021	Presentation: 30 min - Discussion: 30 minutes 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
Yes		Not Flexible	Motion	Englewood Environmental Foundation Snow & Ice Control Services - Change Order 2	Approval of Change Order 2 with Keesen Enterprises, Inc. for EF Snow & Ice Control Services	John Donakowski	Public Works
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	Stifel Professional Service Agreement Renewal	Renew Professional Service Agreement with Stifel to perform analysis and advice with respect to public financing	Jackie Loh	Finance
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		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
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@arapahoegov.com Jeremy Fink: jfink@arapahoegov.com	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			Motion	Approval of City Attorney Contract			
No		Evaluation Team: Ryan Hunicutt, Mike Assante, Adrian Torres, Christopher Groh, Jeromy 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
No			1st reading - Ordinance	Amendment to Code to update Budget Advisory Committee to review the annual Capital Improvement Plan	BAC review of CIP budget	Dan Harvey	CAO
No		Not Flexible	Bill for an Ordinance – 1st Reading	Approval of an 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 the Floyd Avenue & 5 Elati Street Intersection Improvements Project	Approval of Intergovernmental Agreement with CDOT for Floyd Avenue & 5. Elati Street Intersection Improvements	Sara Siggue, Tim Hoos	Public Works
No		No. The county has a hard deadline of June 11, 2021 Will Charles Yes - Linda Haley: LHaley@arapahoegov.com Liana Escott: LEscott@arapahoegov.com	Bill for an Ordinance – 1st Reading	Intergovernmental Joint Cooperation Agreement and Home Consortium Agreement between Arapahoe County and City of Englewood for Grant Years 2022-2024	Intergovernmental Joint Cooperation Agreement and Home Consortium Agreement between Arapahoe County and City of Englewood for Grant Years 2022-2024	Will Charles	Community Development
No			Bill for an Ordinance – 1st Reading	Ordinance to establish a local process for campaign finance complaints	Ordinance to establish a local process for campaign finance complaints.	Stephanie Carille	City Clerk's Office
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
No		Flexible Maria D'Andrea & Dugan Comer Mike Dell'Orfano, Assistant Chief, Business Services, South Metro Fire Rescue Mike Dell'Orfano@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 Dugan Comer Mike Dell'Orfano, Assistant Chief Mike Dell'Orfano@southmetro.org	Public Works
			Mayor's Choice	Discussion for Proclamation Approval Policy			
	10 May 2021	6:00 Review questions 6:10 Chelsea Anderson 6:20 Suzanne Dirksen 6:30 Melinda Elswick 6:40 Natasha Dababhy 6:50 Sean Barragan 7:00 Coween Dickerson 7:10 Doug Cohn 7:20 Jill Schmidt 7:30 Break 7:40 Britt Fuiks 7:50 Clayton Cross 8:00 Andy Taylor 8:10 Christine Brinker 8:20 Carson Green 8:30 Bernie Costello 8:40 Discussion and selection of committee members	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. 2 applicants with closure on Friday. (closed)	Wade Burkholder	Community Development
		Possible Special Meeting?	Motion	Approval of City Attorney Contract			
	17 May 2021	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 Information and Direction Presentation: 10 min with PPT Discussion:	Study Session Memo	Proclamation Approval Policy - Attach Polinator Proclamation	Discussion of a policy relative to the development and approval of proclamations	Tim Dodd	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
		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.	Tim Dodd	City Manager's Office
		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
			Update	Recognition of Nancy Wenig	The 18th Judicial District Attorney's Office has awarded and recognized Nancy Wenig as the Outstanding Law Enforcement	John Collins	Police
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?		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?		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?			Resolution	Park Renovation- Resolution for Transferring of Funds	2021 General Fund \$3 million transfer to the Public Improvement Fund was for the following projects: Little Dry Creek Plaza project (\$740,000), parks improvements at Baker (\$600,000), Centennial (\$560,000) and Cushing (\$750,000) and irrigation improvements at Baker Park, Potosi Park and the Broadway and Hampden Medians (\$350,000). The contractor bids for the parks and irrigation improvements projects are higher than the 2021 estimate of \$2,260,000. This resolution will allow the transfer of funds from the Donors Fund Unappropriated Fund Balance and Parks and Recreation Trust Fund Unappropriated Fund Balance in the amount of \$675,674	Christina Underhill	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 22 Applicants - 5:45-9:40 pm	Study Session Memo	Board and Commission Interviews/Discussion-	Board and Commission Interviews/Discussion-	Jackie McKinnon	City Clerk's Office
	07 Jun 2021	Not Flexible Information and Direction Presentation: 10 minutes Discussion:	Study Session Memo	Discussion of adding duties to Keep Englewood Beautiful to add Sustainability responsibilities to the Committee	Consideration of whether Keep Englewood Beautiful should become the Sustainability Committee to further sustainability efforts.	Tim Dodd	City Manager's Office
		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?		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
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
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
	28-Jun-21	if this will be in person? If it is in person, do you know if the Mayor would like to have a celebration similar to what we have done in the past? It is my understanding that the COY provides a guest list and we send invitations to the guests. Then we host a gathering at the Malley Center.	Citizen of the Year Recognition				
				Revise Code to allow the Budget Advisory Committee to review the CIP			
			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		
		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	
				Police Citizens Academy Graduates Recognition (Moved from May 4 to November 2nd)			
				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		