

**CITY MANAGER'S NOTES
July 22, 2021**

Upcoming Council Meetings

July 26, 2021

The Hybrid City Council Study Session will begin at 6:00pm. The meeting will be held in the Community Room. It will also be held as a teleconference.

August 2, 2021

The Hybrid City Council Special/Regular Meeting will begin at 6:00pm. The meeting will be held in the Community Room. It will also be held as a 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

**** denotes 2022 Budget Meetings**

JULY

Mon., July 26	6:00 p.m.	City Council Study Session, Teleconference/Community Room
Tues., July 27	8:30 a.m.	Mayor Manager Meeting, Teleconference
	5:15 p.m.	Budget Advisory Committee, Teleconference
Wed., July 28	4:30 p.m.	Downtown Development Authority Board

AUGUST

Mon., Aug 2	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., Aug. 3	7:00 p.m.	Planning and Zoning Commission, Teleconference
Wed., Aug 4	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., Aug. 9	6:00 p.m.	City Council Study Session, Teleconference
Tues., Aug. 10	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., Aug. 11	3:30 p.m.	Alliance for Commerce in Englewood, Teleconference
	7:00 p.m.	Board of Adjustment and Appeals, Teleconference
Thurs., Aug. 12	5:30 p.m.	Parks and Recreation Commission, Teleconference
	6:00 p.m.	Transportation Advisory Committee, Teleconference
Mon., Aug. 16	6:00 p.m.	City Council Study Session, Teleconference, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference, Teleconference
Tues., Aug. 17	7:00 p.m.	Planning and Zoning Commission, Teleconference
Wed., Aug. 18	6:30 p.m.	Historic Preservation Commission, Teleconference
Mon., Aug. 23	6:00 p.m.	City Council Study Session, Teleconference, Teleconference

Tues., Aug. 24 5:15 p.m. Budget Advisory Committee, Teleconference

SEPTEMBER

Wed., Sept. 1 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., Sept. 6 6:00 p.m. City Council Study Session, Teleconference

7:00 p.m. City Council Regular Meeting, Teleconference

Tues, Sept. 7 **Proposed 2022 Budget available to city staff and the citizens

Wed., Sept. 8 3:30 p.m. Alliance for Commerce in Englewood, Teleconference

7:00 p.m. Planning and Zoning Commission, Teleconference

7:00 p.m. Board of Adjustment and Appeals, Teleconference

Thurs., Sept. 9 5:30 p.m. Parks and Recreation Commission, Teleconference

6:00 p.m. Transportation Advisory Committee, Teleconference

Mon., Sept. 13 6:00 p.m. City Council Study Session, Teleconference

Tues., Sept 14 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., Sept. 15 6:30 p.m. Historic Preservation Commission, Teleconference

**Mon., Sept. 20 6:00 p.m. City Council Special/Regular Meeting, Virtual/Community Room
Proposed 2022 Budget Public Hearing**

Tues., Sept. 21 7:00 p.m. Planning and Zoning Commission

**Mon., Sept. 27 6:00 p.m. City Council Study Session, Teleconference
Budget Workshop to finalized 2022 Budget (Placeholder)**

Tues., Sept. 28 5:15 p.m. Budget Advisory Committee

OCTOBER

**Mon., Oct. 4 6:00 p.m. City Council Special/Regular Meeting, Virtual/Community Room
2022 Budget Ordinances First Reading**

Tues., Oct. 5 7:00 p.m. Planning and Zoning Commission

Wed., Oct 6 11:00 a.m. Liquor and Marijuana Licensing Authority

4:00 p.m. Englewood Housing Authority, Teleconference

5:45 p.m. Cultural Arts Commission

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
Sierra Leading meeting		26 Jul 2021	Flexible Information Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo	June Monthly Financial Report	June Monthly Financial Report	Jackie Loh	Finance
	Information and Direction		Christina Underhill, Dave Lee, Tim Holt. Parks Department Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo	Bee City USA	The City of Englewood becoming a Bee City USA member.	Tim Holt	Parks, Recreation & Library
	Information		Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Pavement Rating Analysis Results	Staff will present the results of the recently completed pavement analysis	Maria D'Andrea	Public Works
	Information and Direction		Jackie Loh and Leadership Team Members with capital project requests (Jeromy King, Maria D'Andrea, Christina Underhill, Pieter Van Ry, at a minimum) Presentation: 20 minutes Discussion: 45 minutes	Study Session Memo	2022 CIP Review	2022 CIP Review of Staff and Planning and Zoning Commission Prioritized Tier 1 Projects List	Jackie Loh	Finance
No	Information and Direction		Potentially 2 guest presenters. Dan Liddle and Scott Baker. Not Flexible Presentation: 15 minutes Discussion: 30 minutes	Study Session Memo	Update & Request for Feedback on US-285 & S Broadway Interchange Design	Staff will update City Council on the progress of the US-285 & S Broadway Interchange Reconstruction project design and request input on the aesthetic direction of the project.	Jacob Warren	Public Works
	Information	02 Aug 2021	Chelsea Nunnenkamp, Chair and Suzanne Dirksen Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Budget Advisory Annual Report Review	Budget Advisory Committee Members are present to review their annual report with City Council	Jackie Loh	Finance
			John Voboril, Dan Poremba, Brad Power - in person Wade Burkholder - virtual	Public Hearing	CityCenter/Englewood Station Rezoning: Amendment of the City of Englewood Official Zoning Map to Rezone CityCenter Englewood from PUD Planned Unit Development to MU-B-1 Mixed Use Central Business District and Adoption of the Englewood TSA Specific Plan Overlay District	A public hearing regarding an amendment to the Official Zoning Map.	Brad Power, Dan Poremba, John Voboril	Community Development
			Not Flexible About 20 minutes	Public Hearing	CityCenter/Englewood Station Rezoning: Title 16 Unified Development Code Text Amendments and Englewood Transit Station Area (TSA) Specific Plan Adoption	Public hearing regarding CityCenter/Englewood Station Rezoning: Title 16 Unified Development Code Text Amendments and Englewood Transit Station Area (TSA) Specific Plan Adoption. Rezoning is required as a condition of the Framework Agreement with LNR. Note: Both this item and "Amendment of the City of Englewood Official Zoning Map to Rezone CityCenter Englewood from PUD Planned Unit Development to MU-B-1 Mixed Use Central Business District and Adoption of the Englewood TSA Specific Plan Overlay District" contain the exact same information due to the related nature of the two items. Each item must be completed through a separate public hearing.	Brad Power, Dan Poremba, John Voboril	Community Development
Consent?				Motion	Approval of modifications to the strategic plan	At the Council Retreat on January 22, Council Members provided suggested modifications to the strategic plan which they originally adopted in the summer of 2020. Staff requests that Council approve a motion to accept these changes.	Tim Dodd	City Manager's Office
Consent?			Not Flex Jeff Wenda and Maria D'Andrea	Motion	Consideration of Change Order with Regal Facility Management for Janitorial Services at City Facilities	Change Order for Janitorial Services at City Facilities	Maria D'Andrea	Public Works
Consent?			Flexible - Possibly some members of the Keep Englewood Beautiful Commission will attend	Motion	Consideration to add responsibilities to Keep Englewood Beautiful regarding sustainability efforts	Following a study session on June 7th, this motion if approved would change the bylaws for the Keep Englewood Beautiful Commission to shift it to being the Sustainability Commission.	Tim Dodd	City Manager's Office
Consent?			We could possibly push it to the 8/2 agenda but Denver would prefer having it approved by 8/1.	Bill for an Ordinance - 1st Reading	CB #31 - Intergovernmental Agreement (IGA) between the City of Englewood and the City and County of Denver for Zuni Street Bike Lanes and Pavement Maintenance	The City and County of Denver will install bike lanes and perform pavement maintenance on Zuni Street, from Dartmouth Avenue to Jewell Avenue. The IGA will reimburse Denver for the costs of work performed on Englewood's side of the street.	Maria D'Andrea	Public Works
No			Not Flexible Presenters: Devin Keener, Tim Hoos	Bill for an Ordinance - 2nd Reading	CB #24 - Amendment to the Intergovernmental Agreement between the Mile High Flood District (MHFD) and the City of Englewood for the upstream construction phase of Little Dry Creek Plaza channel and open space improvements.	CB #24 - The City and MHFD previously entered into an IGA for the planning and design of open space improvements along Little Dry Creek between Broadway and Bannock Street. This amendment to the IGA will increase the total budget and update the funding provisions to allow the upstream construction of the project.	Devin Keener	Public Works
Yes			Not Flexible	Bill for an Ordinance - 2nd Reading	CB #30 - Intergovernmental Agreement (IGA) between the City of Englewood and the Colorado Department of Transportation (CDOT) for the maintenance of traffic control devices on state highways within Englewood city limits.	CB #30 - Intergovernmental Agreement (IGA) between the City of Englewood and the Colorado Department of Transportation (CDOT) for the maintenance of traffic control devices on state highways within Englewood city limits.	Maria D'Andrea	Public Works
	Information and Direction	09 Aug 2021	Not Flexible Presentation: 60 minutes	Study Session Memo	Draft Proposed 2022 Budget Discussion Part 1	Leadership Team will review and seek further direction from City Council regarding the Draft Proposed 2022 Budget	Jackie Loh	Finance
	Information and Direction		Flexible Mike Dell'Orfano, South Metro Fire Rescue Information and Direction Presentation: 10 minutes w/ PPT Discussion:	Study Session Memo	Sale of Metro Fire Training Center to South Metro Fire	Staff performed additional research, based on Council direction, and will update Council on the proposed sale of the city's interests to South Metro Fire.	Dugan Comer, Maria D'Andrea	City Attorney's Office, Public Works
	Information and Direction		Flexible Mike Butler, BIRD (Ema#7) Presentation: 15 minutes w/ PPT Discussion:	Study Session Memo	BIRD Scooter Rental Pilot Program	Consideration of a proposal from BIRD to deploy for-rent scooters within the city for a 9-12 month trial period.	Maria D'Andrea	Public Works
No			10 Minutes	Study Session Memo	Discuss Modifying Amendments to 2018 International Fire Code, to Authorize Permits for Continued Use of Outdoor Heating Elements and Expanded Outdoor Seating	Discuss Modifying Amendments to 2018 International Fire Code, to Authorize Permits for Continued Use of Outdoor Heating Elements and Expanded Outdoor Seating	Tamara Niles	City Attorney's Office
	Information and Direction	16 Aug 2021	Not Flexible Presentation: 15 minutes	Study Session Memo	Draft Proposed 2022 Budget Discussion Part 2	Leadership Team will review and seek further direction from City Council regarding the Draft Proposed 2022 Budget (Part 2 for SPR and Utilities)	Jackie Loh	Finance
			The applicant would like the case to be heard as soon as possible. If possible, could you let us know after the July 7 Mayor/Manager if the PUD public hearing will be moved before we notify the applicants later that week. Wade Burkholder, Will Charles, Brad Power Applicant team: Will provide emails closer to hearing date Presentation: 15 minutes	Public Hearing	Public Hearing for Englewood Station Planned Unit Development - 1070 W Hampden Avenue	A PUD application has been filed for 1070 W Hampden Avenue; the middle lot on the former Sports Authority site.	Wade Burkholder	Community Development
Consent?			Flexible 10 min PowerPoint	Motion	Amendments to 2019 City of Englewood Council Policies regarding Electronic Participation, Proclamations	Pursuant to City Council direction at the July 12, 2021 Study Session, the City Attorney's office drafted amendments to the 2019 City of Englewood Council Policies, to authorize expanded electronic participation and to incorporate the City Council's Proclamation Policy. Amendments to the Council Policies manual are approved by motion. Delay to placing on agenda, as TLN will be absent at 8-2 meeting (Deputy CA Dugan Comer will be present in her place)	Tamara Niles	City Attorney's Office
Consent?			Flexible. Most likely would need to push out - can't make it earlier.	Motion	Award of Contract for the US 285 Congestion Mitigation Study	The city has solicited proposals to complete a study of the US 285 corridor from Lowell Blvd. to I-25. This action would award a contract to the selected consultant.	Maria D'Andrea	Public Works
			Utilities plans to present item to City Council on July 19. Presentation: 5 minutes Presenter: Steve Simon, Deputy Director - Engineering Discussion: Not Flexible	Motion	Change order approval for Martin and Wood Water Consultants purchase order	Utilities staff is seeking City Council approval to execute a change order in the amount of \$56,000.00 to the Martin and Wood Water Consultants (MWWC) Purchase Order (PO)2021-00000221. The change order is requested to cover the remaining work under the 2020-2021 contract term, resulting in a total spend of \$356,000.00 for this term.	Steve Simon	Utilities
Consent?				Motion	Award of Contract to RME Ltd., LLC dba Elite Surface Infrastructure for the Construction of 2021 Mill and Overlay Project	Award of Contract to RME Ltd., LLC dba Elite Surface Infrastructure for the Construction of 2021 Mill and Overlay Project. This project includes the reconstruction of the ADA ramps, crosspans, curbwalk, curb and gutter, asphalt patching, milling of existing asphalt pavement, asphalt resurfacing and pavement markings replacement primarily in Pavement Maintenance Zone 3. Also included in this project is the reconstruction of the parking lots located at the Service Center and Allen Water Treatment Plant.	Aaron Davis, Sara Sigge, Tim Hoos	Public Works
Consent?			Not Flexible	Resolution	Framework Agreement with LNR	Agreement with CityCenter property owner LNR	Dan Poremba	Community Development
Consent?			Christina Underhill, Dave Lee, Tim Holt. Parks Department	Resolution	Bee City USA	The City of Englewood becoming a Bee City USA member.	Tim Holt	Parks, Recreation & Library
Consent?			Guests: Dan Poremba, Brad Power Hilarie Portelli Not Flexible	Resolution	Adoption of EDDA Downtown Plan	Adopt the Downtown Plan for the EDDA	Dan Poremba	Community Development
			Not Flexible	Bill for an Ordinance - 1st Reading	CityCenter Rezoning	Rezoning of CityCenter from PUD to MU-B-2.	Brad Power, Dan Poremba, John Voboril	Community Development

Consent?			John Voboril, Dan Poremba, Brad Power - in person Wade Burkholder - virtual	Bill for an Ordinance – 1st Reading	CB - Amendment to the Official Zoning Map	An amendment to the Official Zoning Map.	John Voboril	Community Development
Consent?			Not Flexible Lindsay P. and Dave L.	Bill for an Ordinance – 1st Reading	CB 32 - Approval of IGA with Arapahoe County accepting the grant from ACOS for Jason Park Amenity Improvements	The Parks Department applied for a grant with Arapahoe County Open Space (ACOS) for Jason Park amenity improvements in the amount of \$350,000 and was awarded the full amount on July 6. Council ordinance to accept ordinance for the grant.	Dave Lee, Lindsay Peterson	Parks, Recreation & Library
				Executive Session	Executive Session for annual review of City Manager	Executive Session to review City Manager	Dorothy Hargrove	Human Resources
	Direction	23 Aug 2021	Flexible Vance Fender, Carrie Parman and Michael Durkin (Arapahoe County EOC) Presentation: 10 minutes Discussion:	Study Session Memo	Discontinue use of Emergency Alert Sirens	The Police Department would like Council's opinion of possibly discontinuing the use of the emergency alert sirens. This is due, in part, to the expense of the maintenance and repair to the sirens	Aaron Davis	
	Information		It is flexible but would like to present information to council no later than the end of August. Presentation: 20 minutes Discussion:	Study Session Memo	Off Leash Dogs	Staff will present data and options for modification to the off leash program. Dave Lee, Dave Lewis, Parks and Recreation Commission members and tentatively our contract mediator.	Christina Underhill	Parks, Recreation & Library
	Information and Direction		Flexible Presentation: 20 minutes w PPT Discussion:	Study Session Memo	911 Call Diversion	Update Council on the progress the Police Department is making on the 911 call diversion recommendations from the police reform task force Deputy Chief Sam Watson, Division Chief Vance Fender, Division Chief Chad Read, Sgt. Reid McGrath and Dispatch Manager Carrie Parman	Vance Fender	Police
	Information		Flexible Information Presentation: 15 minutes w PPT Discussion:	Study Session Memo	Oxford Ave Pedestrian Bridge	Staff will provide Council with an update on the design of the Oxford Ave Pedestrian Bridge.	Jacob Warren	Public Works
			Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	July Monthly Financial Report	July Monthly Financial Report	Jackie Loh	Finance
	Information and Direction		Flexible Presentation: 10 minutes w ppt Discussion:	Study Session Memo	Discussion of Public Consumption areas within the City of Englewood, previously authorized in response to Covid-19 effects on commerce	The City of Englewood previously authorized the temporary public consumption of alcohol on certain designated parcels within the City. This requires further study and direction from the City Council, to determine if these public consumption areas should be extended.	Tamara Niles	City Attorney's Office
			Flexible - Place Holder Presentation: 60 minutes	Study Session Memo	Draft Proposed 2022 Budget Discussion Follow-up Placeholder (if needed)	Draft Proposed 2022 Budget Discussion Follow-up Placeholder (if needed)	Jackie Loh	Finance
		07 Sep 2021	Applicant would like the case heard as soon as possible. Wade Burkholder, Will Charles, Brad Power Applicant Presentation: 10 minutes	Bill for an Ordinance – 1st Reading	First Reading on Englewood Station PUD	Application for a PUD at 1070 W Hampden Avenue - middle lot of former Sports Authority site	Wade Burkholder	Community Development
No			Alisa Orduna, Florence Alise Advancement Network (Email needed)	Motion	Tri-Cities Homelessness Plan of Action	Tri-Cities Homelessness Plan of Action Approval	Tim Dodd	City Manager's Office
				Bill for an Ordinance – 1st Reading	Dissolution of Alliance for Commerce in Englewood	A repeal ordinance is needed to dissolve Alliance for Commerce in Englewood	Darren Hollingsworth, Dugan Comer	
			FUTURE					
			Study Session Topics and		Public Comment at Public Meetings	Tabled to in person		
			Upcoming Agenda Item Topics		Paving Alleys			
					Youth Vaping and Tobacco/Nicotine Use in Our Communities	Ordinance/Tobacco free parks		
					Study Session items merged with regular agenda?	Wait till in new council chambers?		