CITY MANAGER’S NOTES
March 12, 2020

Upcoming Council Meetings

Monday, March 16, 2020
The City Council Study Session will begin at 5:00 p.m. in the Community Room. The Regular Meeting will follow at 7:00 p.m. in Council Chambers.

Tuesday, March 17, 2020
The City Council will hold a Special Meeting with Congresswoman Diane DeGette.

Monday, March 23, 2020
The City Council Study Session will begin at 6:00 p.m. in the Community Room.

Informational Items

The following attachments are in response to City Council requests, as well as other informational items.

1. Community Development Newsletter – March 2020
2. Flyer: Englewood Business Resource and Lenders Expo
3. Calendar of Events
4. Tentative Regular and Study Session Topics
Medical Office Building
506 East Hampden Avenue
Project: A five-story, mixed-use development with 14,000 square feet of retail (ground floor) and 104,000 square feet of medical office. The building will have self-contained parking, offering valet parking and 325+ parking spaces in a covered structure.

• Construction continues.

Iron Works Village
601 West Bates Avenue
Project: 136 townhomes, condominiums, and single-family for sale units

• Construction continues.
**Hilltop**
3800 South Broadway  
Project: Three-story building comprising 8 apartments above a 2,800 square foot commercial space.

- Construction continues.

**3500 South Corona Street**
Project: 44-unit residential building, for sale units

- Construction continues.

**3507 South Ogden Street**
Project: Six townhomes; for sale units

- Construction continues.

**3531 South Pennsylvania Street**
Project: Twelve townhomes; for sale units

- Construction continues.
3521 S Emerson St
Project: 25 townhomes
• Building demolished. Permits pending.

1280 E Hampden Avenue
Project: 18 townhomes
• Building demolished. Permits pending.

2140 South Zuni Street
Project: Sixty-four townhomes; for sale units
• A formal planned unit development application was filed on December 6, 2019.

Front Range Pharmacy
3401 S. Broadway, Suite 160
Project: Tenant Finish
• Plans have been approved and permits issued.

Englewood Dental Center
3401 S. Broadway, Suite 180
Project: Tenant Finish
• Plans have been approved and building permits issued.

The Hive on Broadway
200 West Belleview Avenue
Project: Multi-Use Remodel
• Plans have been submitted and are under review.

Navajo Apartments
4201 South Navajo Street
Project: 5-story, 146 residential units
• Building permit under review.

3325 South Santa Fe
Project: 10,200 sq. ft. storage facility
• Plans have been approved and permit issued.

Swedish Medical Center
Project: Boiler Plan Replacement
• Plans have been approved and building permit issued.
PLANNING

Short Term Rentals
- Second reading on the proposed Ordinance was held on February 18, 2020. City Council approved the Ordinance to permit short term rentals in the City.
- Staff is currently working on finalizing the review and approval process.
- Applications will be accepted starting April 1, 2020.

Citizens Planning School
- The first class of the Spring Session was held Thursday, March 12, 2020. Eighteen students learned how to draw a residential site plan for accessory structures, such garages, sheds, etc.
- Fall session starts September 17, 2020.

Community Engagement and Assessment of Unified Development Code
- A Request for Proposals has been issued for a consultant to work with City staff on this project throughout 2020.

Title 16 Housekeeping Amendments
- Second reading on the proposed Ordinance was held on March 2, 2020. City Council approved the Ordinance 7-0.

PLANNING

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- Second reading on the proposed Ordinance was held on March 2, 2020. City Council approved the Ordinance 7-0.

Community Engagement and Assessment of Unified Development Code
- A Request for Proposals has been issued for a consultant to work with City staff on this project throughout 2020.

BOARDS AND COMMISSIONS

Alliance for Commerce in Englewood
- The March meeting was held at Grow and Gather. Members toured the building and met with neighboring business representatives. Downtown Matters was discussed.

Board of Adjustment and Appeals
- 5055 S. Galapago St. On March 11, the Board denied an appeal to allow additional dwelling units in residential districts above the maximum permitted by zone district standards.

Historic Preservation Commission
- On February 19, the State Historical Fund gave a presentation to the Commission and discussed available grant funding opportunities.
- The Commission is researching obtaining funding for a historical resources survey.

Keep Englewood Beautiful
- The Commission is partnering with the South Platte Water Renewal Plant for an Earth Day Clean-Up on April 25. More information: https://spwaterrenewalpartners.org/community-events/

Planning and Zoning Commission
- There were no business items to discuss; therefore, the Chair cancelled the March 17 meeting.
- A joint study session with City Council is scheduled for Monday, March 16.

CENSUS 2020

The City of Englewood will hold its first Census 2020 event on Tuesday, March 17, 3:00-5:00 PM in the Library on the first floor at the Englewood Civic Center. Pizza will be available, along with Census staffers, and Spanish language translators to assist local residents with completing a census form.
**NEW BUSINESS LICENSES**

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Address</th>
<th>Type of Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>5280 Auto Hail</td>
<td>2970 South Tejon Street</td>
<td>Auto Repair</td>
</tr>
<tr>
<td>Wood Box Studios</td>
<td>2998 S Logan Street</td>
<td>Photography</td>
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<tr>
<td>Kristin Berger, MD</td>
<td>1610 E Girard Pl</td>
<td>Physician</td>
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<tr>
<td>Next Gen Automotive</td>
<td>2675 S Raritan St</td>
<td>Auto Repair</td>
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<tr>
<td>Strategic Energy Systems</td>
<td>3677 S Huron St, #102</td>
<td>Contract Construction</td>
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<td>Synergy Mechanical Services</td>
<td>1675 W Yale Ave</td>
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<td>The Pink Attic Cat</td>
<td>3935 S Mariposa St</td>
<td>Health Care Services</td>
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<td>Heart Centered Counseling</td>
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<tr>
<td>Broche Ballet</td>
<td>4840 S Broadway</td>
<td>Dance Studio</td>
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<td>Justin's Locksmithing</td>
<td>3833 S Broadway</td>
<td>Locksmith</td>
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<td>Velosoul Cyclery</td>
<td>3751 S Broadway</td>
<td>Bicycle Store</td>
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<td>Stewart Photography</td>
<td>4595 S Lincoln St</td>
<td>Photography</td>
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<tr>
<td>Gunsmith at Large</td>
<td>4705 S Santa Fe Cir</td>
<td>Firearm Repair, Maintenance, and Customization</td>
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<tr>
<td>Square Cow Moovers</td>
<td>2690 W Union Ave</td>
<td>Moving Company</td>
</tr>
<tr>
<td>BuzzWaxx Collectible Rocks</td>
<td>67 W Floyd Ave</td>
<td>Gift Store</td>
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<tr>
<td>The BrowBar &amp; Co.</td>
<td>3427 S Broadway</td>
<td>Barber Shop</td>
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**ECONOMIC DEVELOPMENT**

**Business Training**
Englewood partners with the Aurora-South Metro Small Business Development Center to offer training workshops, and free one-on-one consulting to help startup and operating small businesses. The 2020 workshops and training opportunities are listed on the City’s website.

- **Fired Up: I Want to Start a Business!**
  Thursday, March 12, 10AM - 12PM, Englewood Library
  Free Registration


- **Fired Up: I Want to Start a CREATIVE Business!**
  Thursday, April 21, 10AM - 12PM, Englewood Library
  Free Registration


**2020 Emerging Leaders Program**
- The US Small Business Administration (SBA) is offering a free, 7-month intensive program that provides existing small business owners tools, training and networks to turn action into growth. The program provides 40 hours of training.
- Emerging Leaders is a “street-level MBA” style program suited for Colorado small businesses that have been in operation for at least 3 years, have annual revenue of at least $250,000, and have at least one additional employee other than the owner.
- Classes begin in May 2020 and continue through November 2020. All sessions will be held at the Englewood Civic Center, 1000 Englewood Parkway
- Information/Registration: 303.762.2599 or ecodev@englewoodco.gov

**Business Initiation Grants**
- **Pending:** Woody’s Wings, 4011 South Broadway, is interested in a grant to support tenant finish.
- **Pending:** Velosoul Cyclery, 3751 South Broadway, is interested in a grant to support tenant finish.
Englewood CityCenter

On February 18, 2020, City Council approved the execution of an Exclusive Negotiation Agreement between the City and ScanlanKemperBard (SKB). Community Development staff has initiated weekly project meetings with SKB representatives and their project team regarding the city-controlled property at CityCenter, shown in blue.

Staff continues conversations with LNR Partners about their plans for selling the former Weingarten property, shown in red.

LNR is considering marketing the former Weingarten property as a redevelopment opportunity instead of an as-is retail asset. LNR’s architectural firm is working on conceptual redevelopment plans to discuss with Englewood.

“Downtown Matters” Initiative

On February 25, 2020, consultants conducted the first Steering Committee meeting with Downtown area property and business owners. Committee members provided a wide range of recommendations for improving Downtown.

Public input regarding Downtown Matters include upcoming public forums and a current on-line survey that all city residents and property owners are encouraged to complete. The survey and other information about the “Downtown Matters” initiative can be found at englewoodco.gov/DowntownMatters. To date more that 230 survey responses have been received.

Pending: Brewability, 3445 South Broadway, is interested in a grant to support energy efficient lighting enhancements and interior tenant finish.

Approved: Trompeau Bakery, 2950 South Broadway, is interested in adding outdoor seating and extending operating hours into the evening.

Small Business Scholarship

Approved: An Englewood entrepreneur will participate in the 2020 Emerging Leader’s Program through the Small Business Development Center Network. The scholarship covers workshop registration fees up to $500.
## City of Englewood, Colorado
### Building Division Monthly Report - February 2020

<table>
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<tr>
<th>Permits Issued</th>
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<th>Number February, 2019</th>
<th>Number February, 2018</th>
<th>Number February, 2017</th>
<th>Year To Date February, 2020</th>
<th>Year To Date February, 2019</th>
<th>Year To Date February, 2018</th>
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<td><strong>218</strong></td>
<td><strong>205</strong></td>
<td><strong>201</strong></td>
<td><strong>453</strong></td>
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<th>Number February, 2019</th>
<th>Number February, 2018</th>
<th>Number February, 2017</th>
<th>Year To Date February, 2020</th>
<th>Year To Date February, 2019</th>
<th>Year To Date February, 2018</th>
<th>Year To Date February, 2017</th>
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<td>527</td>
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<td>508</td>
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<td>Plumbing</td>
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<td><strong>Total</strong></td>
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<td><strong>1346</strong></td>
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### Permit Valuation
- **$15,840,640**
- **$4,535,780**
- **$4,634,516**
- **$2,500,092**
- **$32,876,808**
- **$10,438,181**
- **$44,611,823**
- **$14,063,981**

### Fees Collected
- **Licenses**
  - **$12,750**
  - **$12,325**
  - **$13,187**
  - **$13,500**
  - **$23,400**
  - **$24,700**
  - **$21,925**
  - **$22,050**
- **Permit Fees**
  - **$84,682**
  - **$48,486**
  - **$16,036**
  - **$26,671**
  - **$177,632**
  - **$102,726**
  - **$94,702**
  - **$97,908**
- **Plan Check Fees**
  - **$56,136**
  - **$18,892**
  - **$7,022**
  - **$4,636**
  - **$64,857**
  - **$36,735**
  - **$18,293**
  - **$51,377**
- **Use Tax**
  - **$280,632**
  - **$87,091**
  - **$23,092**
  - **$40,152**
  - **$582,477**
  - **$186,780**
  - **$283,435**
  - **$250,577**
- **Total**
  - **$434,200**
  - **$166,794**
  - **$59,338**
  - **$84,959**
  - **$848,366**
  - **$350,941**
  - **$418,355**
  - **$421,912**
It’s Small Business Week!
The City of Englewood invites you to the fourth annual Englewood Small Business Resource & Lenders Expo

The City of Englewood is host to the Small Business Resource & Lenders Expo for the fourth year in conjunction with the Aurora-South Metro Small Business Development Center (SBDC). Hear from Englewood’s Community and Economic Development Office, the Small Business Administration Colorado District Office, and representatives from the following organizations will be present to keep you informed about all the helpful resources available to small businesses:

Information Tables

• U.S. SBA and SCORE
• Minority Business Office
• City of Englewood
• Arapahoe/Douglas Works!
• Colorado PTAC
• Manufacturer’s EDGE
• Better Business Bureau
• U.S. Commercial Service, Export Programs
• Aurora-South Metro SBDC
• Aurora-South Metro SBDC
• Greater Englewood Chamber
• Arapahoe Libraries
• Connect2DOT
• Mi Casa Resource Center
• U.S. Patent and Trademark Office

Nonprofit Lender Tables

• CHFA
• Colorado Enterprise Fund
• DreamSpring
• CEDS Finance
• Colorado Lending Source
• Rocky Mountain Micro-Finance Institute (RMMFI)

Thursday, May 7, 2020
8AM - 10AM
Englewood Civic Center
2nd floor Community Room
1000 Englewood Pkwy, Englewood, CO 80110 | 303-762-2347

FREE – Just let us know you’re coming:
www.englewoodco.gov/doing-business/business-training
or www.Aurora-SouthMetroSBDC.com/training

Light refreshments will be served | Free parking

Don’t miss this opportunity to learn more about business resources designed to help YOUR small business succeed!

Sponsors:

(303) 326-8686 | Aurora-SouthMetroSBDC.com | info@Aurora-SouthMetroSBDC.com
CITY OF ENGLEWOOD
2020 CALENDAR OF EVENTS

Thur., March 12  5:30 p.m.    Parks and Recreation Commission, Comm Dev Conf. Room
                  6:00 p.m.    Transportation Advisory Committee, Public Works Conf. Room
Mon., March 16  5:00 p.m.    City Council Study Session
                  7:00 p.m.    City Council Regular Meeting, Council Chambers
Tues., March 17  8:30 a.m.  Mayor Manager Meeting
                  9:00 a.m.  Special Meeting with Congresswoman Diana DeGette
                  7:00 p.m.    Planning and Zoning Commission, City Council Conf. Room
Wed., March 18  5:30 p.m.    Code Enforcement Advisory Committee, City Council Conf. Rm.
                  6:30 p.m.    Historic Preservation Commission, Community Development Conf. Room
Mon., March 23  6:00 p.m.  City Council Study Session, Community Room
Tues., March 24  8:30 a.m.  Mayor Manager Meeting
                  5:15 p.m.    Budget Advisory Committee Meeting, City Council Conf. Room
Wed., April 1   11:00 a.m.  Liquor and Marijuana Licensing Authority, Council Chambers
                  5:45 p.m.    Cultural Arts Commission, Library Perrin Room
Mon., April 6   6:00 p.m.  City Council Study Session, Community Room
                  7:00 p.m.    City Council Regular Meeting, Council Chambers
Tues., April 7  8:30 a.m.  Mayor Manager Meeting
                  7:00 p.m.    Planning and Zoning Commission, City Council Conf. Room
Wed., April 8   3:30 p.m.    Alliance for Commerce in Englewood, Community Development
                  7:00 p.m.    Board of Adjustment and Appeals, Council Chambers
Thur., April 9  5:30 p.m.    Parks and Recreation Commission, Comm Dev Conf. Room
                  6:00 p.m.    Transportation Advisory Committee, Public Works Conf. Room
Mon., April 13  6:00 p.m.  City Council Study Session, Community Room
Tues., April 14 8:30 a.m.  Mayor Manager Meeting
                  5:00 p.m.    Water & Sewer Board, Community Development Conf. Room
                  5:30 p.m.    Keep Englewood Beautiful, City Council Conf. Room

3/12/20
Thur., May 14
5:30 p.m. Parks and Recreation Commission, Comm Dev Conf. Room

6:00 p.m. Transportation Advisory Committee, Public Works Conf. Room

Mon., May 18
6:00 p.m. City Council Study Session, Community Room

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

Tues., May 19
7:00 p.m. Planning and Zoning Commission, City Council Conf. Room

3/12/20
<table>
<thead>
<tr>
<th>DATE</th>
<th>TYPE</th>
<th>TOPIC</th>
<th>STAFF RESPONSIBLE</th>
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<tbody>
<tr>
<td>March 16</td>
<td>Study</td>
<td>Board and Commission Interviews (60min I/D)</td>
<td>Stephanie Carlile</td>
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<td>Joint Session with Planning and Zoning Commission (40min I)</td>
<td>Wade Burkholder</td>
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<tr>
<td></td>
<td>Regular</td>
<td>Award Presentation - HR Best in Class Award</td>
<td>Shawn Lewis</td>
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<td>Appointments - Board and Commission Vacancies</td>
<td>Stephanie Carlile</td>
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<td>Recognition - Emerging Leaders Program by The Small Business Administration</td>
<td>Darren Hollingsworth</td>
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<td></td>
<td>Consent</td>
<td>Motion - Approve Findings of Fact - 3146 South Pennsylvania St., urban lot development</td>
<td>Will Charles</td>
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<td>Motion - Re-Appropriation Request - Stormwater Division Staffing</td>
<td>Maria D'Andrea</td>
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<td>Resolution - Short Term Rental Fees</td>
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<td>First Reading- 2nd IGA amendment between Arapahoe County 911 Authority and COE</td>
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<td>Second Reading - An Ordinance adopting the updated Drainage Criteria Manual</td>
<td>Tim Hoos</td>
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<td>March 23</td>
<td>Study</td>
<td>February 2020 Financial Review (10 min. I)</td>
<td>Maria Sobota</td>
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<td>Body Piercing and Tattoo Shops (I 20 min)</td>
<td>Will Charles</td>
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<td>Off Leash Dog Park Discussion (I/D) 15 min</td>
<td>Christina Underhill</td>
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<td>Grants for Career Training and Apprenticeship Discussion (I/D) 15min</td>
<td>Darren Hollingsworth</td>
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<td>Consent</td>
<td>Charter Review (I/D) 15 min</td>
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<td>Title 16 Neighborhood Character/Ad Hoc Review committee/ Bulk Plane Discussion (I/D) 60min</td>
<td>Brad Power/Brook Bell</td>
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<td>April 6</td>
<td>Study</td>
<td>2021 Budget discussion (30min I)</td>
<td>Maria Sobota</td>
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<td>Downtown Matters/DDA Update (20min I)</td>
<td>Dan Poremba</td>
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<td>Regular</td>
<td>Motion - Contract Approval for Professional Services Agreement with AEC-West/Outside Plan Review &amp; Inspections</td>
<td>Karen Montanez</td>
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<td>Motion - Contract Approval for Water Treatment Plant Risk and Resiliency Study</td>
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<td>Resolution - Museum of Outdoor Arts Contract Renewal</td>
<td>Dorothy Hargrove</td>
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<td>Motion - Purchase Order Approval for Annual Roadway Materials</td>
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<td>April 20</td>
<td>Study</td>
<td>Pavement Management Program &amp; 2020 Pavement Maintenance Projects Overview (I)</td>
<td>Maria D'Andrea</td>
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<td>April 20</td>
<td>Regular</td>
<td>Recognition - Citizens Planning School Graduates</td>
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<td>Regular</td>
<td>Lodger’s Sales Tax Increase (I/D)</td>
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<td>April 20</td>
<td>Regular</td>
<td>•1st Reading – Approval of Sub-grantee Agreement with Arapahoe County for 2019 CDBG Funds</td>
<td>Brad Power</td>
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<tr>
<td>April 27</td>
<td>Study</td>
<td>March 2020 Financial Review (10min I)</td>
<td>Maria Sobota</td>
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<td>April 27</td>
<td>Regular</td>
<td>Downtown Matters/DDA Update (30 min. I)</td>
<td>Dan Poremba/John Voboril</td>
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<tr>
<td>May 4</td>
<td>Study</td>
<td>Preliminary Review 2021-2025 (5-Year) Major Capital Requests Info (I/D)</td>
<td>Maria Sobota</td>
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<tr>
<td>May 4</td>
<td>Study</td>
<td>Update - Pre-Development Agreement with SKB Info (I)</td>
<td>Dan Poremba</td>
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<tr>
<td>May 11</td>
<td>Study</td>
<td>City Council Budget Workshop (3 hours) – All Departments (I/D)</td>
<td>Maria Sobota</td>
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<td>May 18</td>
<td>Study</td>
<td>Motion to approve Pre-Development Agreement with SKB</td>
<td>Dan Poremba</td>
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<tr>
<td>May 26 (Tues.)</td>
<td>Study</td>
<td>April 2020 Financial Review (10 mins I)</td>
<td>Maria Sobota</td>
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<tr>
<td>May 26 (Tues.)</td>
<td>Study</td>
<td>City Council Budget Workshop (3hrs - TENTATIVE) – All Departments (I/D)</td>
<td>Maria Sobota</td>
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<tr>
<td>June 1</td>
<td>Community Meeting</td>
<td>Celebration of 100th Birthday for the Englewood Library</td>
<td>Christina Underhill</td>
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<tr>
<td>June 8</td>
<td>Study</td>
<td>Downtown Matters and Downtown Development Authority Update</td>
<td>Dan Poremba/John Voboril</td>
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<tr>
<td>DATE</td>
<td>TYPE</td>
<td>TOPIC</td>
<td>STAFF RESPONSIBLE</td>
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<td>June 15</td>
<td>Study</td>
<td>FUTURE Body Cams for Police</td>
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<td>Study Session Topics</td>
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<td>Body Cams for Police</td>
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<td>Homeless Study</td>
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<td>Pesticide/Herbicide Use Policy</td>
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<td>Traffic Code Update</td>
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<td>Aging (DRCOG)</td>
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<td>EEF Audit</td>
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<td>Youth Vaping and Tobacco/Nicotine Use in Our Communities</td>
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<td>Report on Municipal Court (Spring)</td>
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<td>Police Oversight Board</td>
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<td>Xcel Energy Presentation on Powerline Replacement</td>
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<td>Future</td>
<td>Recognition &amp; Awards</td>
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<td>City Volunteers/Board &amp; Commission Recognition</td>
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<td>Police Citizens Academy Graduates Recognition (Moved from May 4 to November 2nd)</td>
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