City Manager Report May 29, 2020

City Manager’s Office

- Dorothy’s last day with the City was today. As expected, she continued working throughout the day. She will be sorely missed.
- We have received about 150 applications for the Assistant to the City Manager position since posting last Tuesday and have decided to close that position next week instead of leaving it open for a full month. As this position will be working with Council as well as the CMO, we will keep you posted on progress.
- When following up on the speeding concern received by Council from 2490 S. Logan, Ms. Powers informed me she was impressed by the outreach today from Police, Public Works and Utilities staff who had each begun addressing her concerns today. Police has already stepped up patrol and issued citations, Public Works is deploying the speed trailer on Logan next Monday, and Utilities had come out to begin fixing the noisy manhole cover.

City Clerk

- The Clerk’s office has continued to work with restaurant and tavern business owners regarding temporary modifications of their liquor licenses.
  - Received 21 inquiries
  - Received 7 applications for temporary modifications
  - 2 Applications have been approved administratively by City Clerk’s office and approve by State Liquor.
  - 5 have been administratively approved by the City Clerk’s office and sent to State Liquor division for approval (pending).
- Received 5 Tavern Food Plans (to allow the business to open)
  - 5 have been administratively approved by the City Clerk’s office and State Liquor has been notified.
- All Board and Commission applicants have been scheduled for interviews on Monday, June 8th.

Human Resources

- Started EPBA negotiation this week with both parties present
- Performing UltiPro platform groundwork – moving mass amounts of data into platform holding station
- Working on Compensation/job leveling for comp tool

Municipal Court

- Englewood Municipal Court did their first virtual hearings on Zoom this week. We continue to explore opportunities to facilitate court hearings without actual in-person requirements to help safeguard the community and enhance customer options. The hearings will be live-streamed on the Court’s YouTube channel.
- Additional information on the YouTube channel includes the Advisement of Rights for Municipal Court defendants. A community outreach video will also be available in early June.
Parks, Recreation, Golf and Library

Parks
- All flower beds have been installed by both our volunteer groups and contractor!
- Power has been turned off to outlets at the Paseo per Englewood Police Department. Homeless are sleeping in the Paseo and using the outlets. Parks will install new picnic benches in the Paseo when they arrive to promote a place to go to eat and stimulate business in the area.
- Cushing basketball court is in the process of being resurfaced. Work should be complete in early June.
- Two new Red Maple memorial trees have been installed at Jason Park.
- Dave Lee is the staff liaison for the Off Leash Task Force which met this week to come up with 3-4 recommendation for the Off Leash program. These recommendations will be provided to the Parks and Recreation Commission for review and then move on to Council for final recommendation.

Recreation
- Farm and Train has a tentative re-open date of June 14th vs June 7th. Farm and Train is considered an amusement park so re-opening has not been approved by the State. The opening date is tentative and will be pushed back if no new direction comes on June 1st.
- Picktime.com appointment system will be utilized to help the ERC patrons make reservations for the ERC when the center re-opens. This will allow staff to track who is in the building and pool and ensure we limit the number of individuals in the building at any given time.
- Summer camp has been canceled for the month of June. We hope to have options for families in July.

Aquatics
- Pool deck replacement is in the completion stage at the ERC. The pool decking should be completed by next week.
- Pirates Cove is now planning on opening on June 14th. This is still at tentative date. have pushed our opening date from June 7th to June 14th.
- Lifeguard training continues in preparation of opening day. All training is contactless and not being performed in the water yet per state restrictions.

Library
Summer Reading
- We have 172 kids registered for the summer reading program so far!
- We had 10 families watch the Tuesday dance party live on Facebook and several more watched later.
- Distributed 25 Take and Makes craft projects for families.
- A couple of take and make pick up stories: One little girl (all masked up) came with her dad and she danced and waved at me all the way to the table. I could see the joy in her eyes at being able to see us again, even for a minute. Another mom came and I asked her how she was doing and her eyes filled with tears. It has been a struggle for them and she is so grateful for what little bit of normal we are able to provide.
Curbside Pickup

- Continued steady interest in Holds Pickup– 224 pickups so far, with increasing daily averages (15-25 per day).
- In addition to curbside pick-up for books. Library staff will start adding additional services like Print Pickup service. Library patrons can send limited print request to the library and individuals can pick up their printed material as part of the curbside service starting next week.

Adult Programming

- Hosted Bookclub on the Piazza this week! Social distancing was practiced.

Miscellaneous

- Library staff are busy putting together the “Happy Birthday” video for June 1st.

Golf

- The Back 9 was opened for 9-hole play for the first 1 ½ hours after sunrise.
- We are offering an Early Bird Special Monday-Friday when Back 9 is available for play.
- Lights are on at the range until 10pm now and through the rest of the summer.

Public Works

- **Severe Weather Monitoring**
  As we begin the severe weather season, Public Works and Parks staff will be monitoring & clearing grates & inlets of accumulated debris, on a regular basis, to ensure storm drainage inlets are cleared to accommodate runoff. They will be checked prior to storm events and cleared, as needed, after each rain event. Staff monitors the weather closely and is on-call, to respond to flooding in streets, as needed.

  This week, the Parks Department cleaned the drains at Rotolo Park. Going forward they will be cleaned twice a week and after every rain storm. Public Works staff checked the grates on the streets, south of Rotolo Park, and to the east to Broadway this week.

Communications

**ENGLEWOOD IN THE NEWS**

- Centennial Citizen: Englewood eyes re-opening for dine-in-services: [City restaurants have not offered dine-in services since March](https://www.centennialcitizen.com/)
- CPR NEWS: Is Colorado Open? Yes And No. [Here’s What To Know](https://www.cprnews.org/)
- 9News: [Englewood mom rallies volunteers to place flags at Fort Logan National Cemetery](https://www.9news.com/)
- Englewood Herald: [Colorado restaurants can open limited dine-in service May 27](https://www.englwoodherald.com/)
- Englewood Herald: Jeremy Bitner run and walk still on

**FACEBOOK**

- [Brewability](https://www.facebook.com/) mentioned the City of Englewood in their post this week sharing, “Congrats to the Englewood High School Englewood Schools class of 2020! City of Englewood, CO - Government” To see the post, click [here](https://www.facebook.com/)
- [Frame De Art](https://www.facebook.com/) mentioned the City of Englewood in their posts this week:
  - May 25, 2020 – Memorial Day
  - May 23, 2020 – Local Artist
• **Neneh Biffinger – Real Estate Agent** mentioned the City of Englewood in their post this week saying, “Happy Memorial Day! What are you doing to celebrate your freedom? We hosted a social distancing happy hour with bubbles, sidewalk chalk, & surprise motorcycle trickster. Thank you City of Englewood, CO - Government for supplying the party kit!” To see the post, click [here](#).

• **Kyle Schlachter - Former Littleton City Council Member** commented on the City of Englewood’s post this week saying, “I enjoy seeing these posts from Englewood. You are doing a fine job on social media through all of this!” To see the post, click [here](#).

• **David Carroll** mentioned the City of Englewood in their post this week sharing, “It has become our unofficial start of summer when the City of Englewood, CO - Government drops off flowers for Jason Park and the volunteers come out to plant them. #volunteers” To see the post, click [here](#).

• **Kyle Schlachter - Former Littleton City Council Member** shared the City of Englewood’s post this week saying, “Awesome looking crosswalk, City of Englewood, CO - Government!” To see the post, click [here](#).

• **Greater Englewood Chamber of Commerce** mentioned the City of Englewood in their post this week saying, “Thank you to everyone who joined us yesterday as we kicked off the Business Recovery Webinar Series. Special thanks to City of Englewood, CO - Government, Mayor Linda Olson, Kim Smith of Heartland Payment Systems, Erika Holley of Vivial and Justin Davis of Soaring Technologies. We hope you will join us next Tuesday for the next part of this informative series!” To see the post, click [here](#).

**TWITTER**

• **GovHR USA** mentioned the City of Englewood in their post this week saying, “Englewood, CO - Assistant to the City Manager. Apply Today at [https://govhrusa.com/job/city-of-englewood-englewood-55-assistant-to-the-city-manager/@NewsEnglewoodCO](https://govhrusa.com/job/city-of-englewood-englewood-55-assistant-to-the-city-manager/@NewsEnglewoodCO) @GovHRUSA #localgov #govjobs #govhr” To see the post, click [here](#).

• **Lisa Burkhart** mentioned the City of Englewood in their post this week saying, “@EnglewoodComm @NewsEnglewoodCO may likely be the next hot spot for Covid-19. Went to 2 businesses today - no mask policies in place.” To see the post, click [here](#).

• **Jennifer Bartlett** replied to the City of Englewood in their post this week saying, “Thanks for your efforts to make our streets more community friendly!” To see the post, click [here](#).

• **Ben Ollett** replied to the City of Englewood in their post this week saying, “Fantastic!” To see the post, click [here](#).

**EVENTS**

• **Webinar: Creating a Healthy Workplace** – June 2 at 3:30 p.m.
  These hour-long sessions are designed to help businesses with the Safer-At-Home Guidance as you begin to reopen your business. Join [HERE](#).

• **Virtual 8th Annual Jeremy Bitner Fallen Officer 5K/10K Run/Walk** – June 1 to 30
  Sign up on our website as if you were participating in person at [www.bitnermemorialfund.org](http://www.bitnermemorialfund.org), and complete your own 5k run/walk or 10k run between June 1 – June 30, 2020. Learn more [here](#).

**INPUT NOW! (POLCO)**

• **Temporary Closure to Traffic of the 3400 Block of Broadway:** 274 responses

**WEBSITE**

• **Coronavirus Recovery Center**
Staff Communication

- All staff receives the two weekly COVID-19 reports provided to City Council, and the following message was sent in response to one of those reports:

Every time I read through this [report], I am amazed by the ingenuity of my coworkers and the answers they are finding for wide variety of circumstances we at Englewood never could imagine we’d be faced with. While I sit, rather sheltered, head down in my HR-focused world, I imagine us all as bees, buzzing about, in search for the nectar of solutions, and picture the bee’s random flight as the path we must follow to get there. I’m a big fan of bees and moreover, I am a BIG FAN of my colleagues and all they are doing to make everyone’s life better in any way that they can in this new reality we live in. I always knew I was blessed to work with such great people and this is reinforced more and more every day.