



Council Newsletter

CITY MANAGER'S NOTES September 16, 2021

Upcoming Council Meetings

September 20, 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.

September 27, 2021

The Hybrid City Council Special/Study Session 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**

Mon., Sept. 20	6:00 p.m.	City Council Special/Regular Meeting, Virtual/Community Room **Proposed 2022 Budget Public Hearing**
Tues., Sept. 21	8:30 a.m.	Mayor Manager Meeting, Teleconference
	6:00 p.m.	Unified Development Code Steering Committee, Teleconference
	6:30 p.m.	Sustainability Commission, Teleconference
	7:00 p.m.	Joint Meeting: Planning and Zoning Commission and Englewood Transportation Advisory Committee, Teleconference
Wed., Sept. 22	4:30 p.m.	Englewood Downtown Development Authority
Mon., Sept. 27	6:00 p.m.	City Council Study Session, Virtual/Community Room **Budget Workshop to finalized 2022 Budget (Placeholder)**
Tues., Sept. 28	5:15 p.m.	Budget Advisory Committee, Teleconference

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
Mon., Oct. 11	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues., Oct 12	5:00 p.m.	Water and Sewer Board
	6:30 p.m.	Keep Englewood Beautiful
	7:00 p.m.	Library Board
Wed., Oct. 13	3:30 p.m.	Alliance for Commerce in Englewood
	7:00 p.m.	Board of Adjustment and Appeals
Thurs., Oct. 14	5:30 p.m.	Parks and Recreation Commission
	6:00 p.m.	Transportation Advisory Committee
Mon., Oct. 18	6:00 p.m.	City Council Regular/Special Meeting, Virtual/Community Room **2022 Budget Ordinances Second Reading**

Tues., Oct. 19	7:00 p.m.	Planning and Zoning Commission
Wed., Oct. 20	6:30 p.m.	Historic Preservation Commission
Mon., Oct. 25	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues., Oct 26	5:15 p.m.	Budget Advisory Committee

NOVEMBER

Mon., Nov 2	2:00 p.m.	Malley Trust Fund Meeting
	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Nov. 2	7:00 p.m.	Planning and Zoning Commission
Wed., Nov 3	11:00 a.m.	Liquor and Marijuana Licensing Authority
	4:00 p.m.	Englewood Housing Authority, Teleconference
	5:45 p.m.	Cultural Arts Commission
Mon., Nov. 8	6:00 p.m.	City Council Study Session, Teleconference
Tues., Nov. 9	5:00 p.m.	Water and Sewer Board
	6:30 p.m.	Keep Englewood Beautiful
	7:00 p.m.	Library Board
Wed., Nov. 10	3:30 p.m.	Alliance for Commerce in Englewood
	7:00 p.m.	Board of Adjustment and Appeals
Mon., Nov. 15	6:00 p.m.	City Council Study Session, Teleconference
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Nov. 16	7:00 p.m.	Planning and Zoning Commission
Mon., Nov. 22	6:00 p.m.	City Council Study Session, Teleconference
Tues., Nov. 23	5:15 p.m.	Budget Advisory Committee
Wed., Nov. 17	6:30 p.m.	Historic Preservation Commission

DECEMBER

Wed., Dec 1	11:00 a.m.	Liquor and Marijuana Licensing Authority
	4:00 p.m.	Englewood Housing Authority, Teleconference
	5:45 p.m.	Cultural Arts Commission
Mon., Dec. 6	6:00 p.m.	City Council Study Session, Teleconference

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information and Direction	20 Sep 2021	Maria D'Andrea, Jackie Loh, Kevin Engels Presentation: 15 minutes w/ PPT Discussion: 10 minutes	Study Session Memo	Englewood Environmental Foundation Certificates of Participation (COP) Redemption & Dissolution Process	Council requested a Study Session discussion on: 1) the payoff of the Certificates of Participation (COPs), and 2) the dissolution process.	Jackie Loh, Maria D'Andrea	Finance, Public Works
	Information and Direction	20 Sep 2021	Madeline Hinkfuss, Chris Harguth, Erik Sampson, Matthew Crabtree Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo	Historic Neighborhood Map	Communications staff Madeline Hinkfuss and Chris Harguth along with Matthew Crabtree, a Historic Preservation Commissioner, will present and discuss the proposed historic designation map for Englewood neighborhoods.	Erik Sampson	Community Development
		20 Sep 2021	Not Flexible Presentation: 30 minutes Discussion:	Public Hearing	Proposed 2022 Budget Public Hearing	Public Hearing of the Proposed 2022 Budget	Jackie Loh	Finance
Yes		20 Sep 2021	Not Flexible Dore Lee	Motion	Broken Tee Golf Course Back Nine Irrigation Renovation	Redesign and renovation of the irrigation system on holes 10 through 18 on the Championship Course at Broken Tee. This system would replace the 45 year old falling system currently in place, providing more efficient and precise irrigation capabilities. All pipe, valves, and heads would be replaced. No work to the pump station included in the scope of this project.	Marty Savage	Parks, Recreation & Library
No	Direction	20 Sep 2021	Flexible Presentation: 5 minutes Discussion: Darren Hollingsworth, Brad Power	Bill for an Ordinance – 2nd Reading	CB #35 - Dissolution of Alliance for Commerce in Englewood (ACE)	CB #35 - An ordinance to repeal Alliance for Commerce in Englewood	Darren Hollingsworth	Community Development
Yes		20 Sep 2021		Bill for an Ordinance – 2nd Reading	CB #36 - Amendments to 2018 International Fire Code to Authorize Permits for Continued Use of Outdoor Heating Elements and Expanded Outdoor Seating	CB #36 - 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
Yes		20 Sep 2021	Guests: Dan Poremba, Brad Power, Hilarie Portell Not Flexible	Bill for an Ordinance – 2nd Reading	CB #39 - pertaining to city council consideration of an ordinance to approve the Englewood Downtown Development Authority (EDDA) Downtown Plan	CB #39 - an ordinance to approve the Englewood Downtown Development Authority (EDDA) Downtown Plan	Dan Poremba	Community Development
No		20 Sep 2021	Wade Burkholder, Will Charles, Jay Snyder, Applicant team: Will provide emails closer to hearing date Presentation: none	Bill for an Ordinance – 1st Reading	CB #42 - adoption of a Bill for an Ordinance at 1st reading for the approval of the Field Englewood Station Planned Unit Development (PUD), ZON201-001.	CB #42 - ZON201-001 Field Englewood Station Planned Unit Development at 1070 W Hampden Avenue.	Wade Burkholder	Community Development
Yes		20 Sep 2021	Yes PPT	Bill for an Ordinance – 1st Reading	Crossing Agreement and Temporary Construction Easement with Level 3 Communications, LLC, to allow the installation of new fiber lines across City Ditch	Utilities staff is seeking Council approval authorizing a City Ditch Crossing License Agreement and Temporary Construction Easement with Level 3 Communications, LLC, to allow the installation of three new 1.5-inch fiber conduits under City Ditch.	Steve Simon	Utilities
No		20 Sep 2021	Will Charles, Brad Power, Liana Escott, Arapahoe County	Bill for an Ordinance – 1st Reading	CB #41 - Amendment to ISA with Arapahoe County for 3-year Home Consortium Agreement	CB #41 - The US Department of Housing and Urban Development (HUD) is requiring the County to make minor amendments to the Cooperation Agreement which City Council approved by Ordinance No. 20 on May 17, 2021.	Will Charles	Community Development
	Information and Direction	27 Sep 2021	Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo	Innovative Housing Strategy Planning Grant	Discuss and receive direction on strategies to apply for a DOLA Innovative Housing Strategy	Wade Burkholder	Community Development
	Information and Direction	27 Sep 2021	Flexible Presentation: 10 minutes w ppt Discussion: 15 minutes	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
	Information and Direction	27 Sep 2021	Possibly Flexible, we may not need this meeting Presentation: 45 minutes Discussion:	Study Session Memo	Proposed 2022 Budget Workshop to Finalize the Budget	Facilitator for potential 2022 Budget Workshop to Finalize the Budget (if needed)	Jackie Loh	Finance
		27 Sep 2021	Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	August Monthly Financial Report	August Monthly Financial Report	Jackie Loh	Finance
No		27 Sep 2021	Loh will be attending Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo	Proposed ARPA Spending	List of projects on which ARPA funds could be expended	Tim Dodd	City Manager's Office
	Direction	27 Sep 2021	Tree and Shrub Presentation: 10 minutes w/ ppt Discussion:	Study Session Memo	Recommendation for revisions to EMC 11-5 Tree and Shrub	Julie Bowen, Chair of Code Enforcement Advisory Code Enforcement Advisory Committee has made recommendations to change EMC 11-5	Maureen Willis	City Attorney's Office
Consent?		04 Oct 2021	Brook Bell, Brad Power Not Flexible	Resolution	Resolution for Innovative Housing Strategy Planning Grant	DOLA requires a Resolution as part of the grant submittal.	Wade Burkholder	Community Development
		04 Oct 2021	He starts on the 27th, so I would like to do the introduction to Council as close to his start date as possible	Recognition	Introduction of Shawn Weiske, Director of Human Resources	Introduction of new Human Resources Director Shawn Weiske	Aaron Davis	
Consent?		04 Oct 2021	Maria D'Andrea, Jeff Wenda	Motion	Change Order for Janitorial Services at City Facilities	Change Order #2 to allow for continued service until Nov. 1 2021	Aaron Davis, Jeff Wenda, Maria D'Andrea	Public Works
Consent?		04 Oct 2021	Tim Hoos and Sara Siggue	Motion	Award of Contract to Hallmark, Inc. for the Construction of Broadway Bridge over Little Dry Creek Bridge Repair Project	Award of Contract to Hallmark, Inc. for the Construction of Broadway Bridge over Little Dry Creek Bridge Repair Project.	Sara Siggue	Public Works
Yes		04 Oct 2021	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
		04 Oct 2021		Bill for an Ordinance – 1st Reading	First Reading of 2022 Budget Ordinances	First Reading of 2022 Budget Ordinances	Jackie Loh	Finance
No		04 Oct 2021	Planned to be in line with the budget adoption. Could push to 10/20, if needed. Presentation: 10 min w/ PPT Discussion:	Bill for an Ordinance – 1st Reading	2022 Stormwater Utility Rate Increase Ordinance – 1st Reading	Rate increase for stormwater utility fund, in accordance with 2019 Rate Study	Maria D'Andrea	Public Works
		04 Oct 2021	Not Flexible Devin Keener, Tim Hoos	Bill for an Ordinance – 1st Reading	CB #40 - IGA with the Mile High Flood District for the Little Dry Creek KIP & PUD	CB #40 - The City of Englewood and the Mile High Flood District to seek to match funds in order to update a flood study along Little Dry Creek in Englewood.	Devin Keener	Public Works
	Information	11 Oct 2021	Flexible: Steve Ortega, Nick Armburst, Maria D'Andrea, Presentation: 15 minutes w/ PPT Discussion:	Study Session Memo	Overview of City's Snowplowing & Ice Removal Program	Staff will present information on 2020-2021 snow event results and review the protocol and policy for snow operations in the city	Steve Ortega	Public Works
	Information	11 Oct 2021	Flexible: Steve Ortega Public Works Operations and Maintenance Manager Nick Armburst, Streets Supervisor Maria D'Andrea, Director of Public Works Presentation: 10 minutes w/ PPT Discussion:	Study Session Memo	Overview of City's Curb-to-Curb Street Sweeping Program	Staff will present a brief overview of the city's bi-annual curb-to-curb street sweeping program.	Steve Ortega	Public Works
No		18 Oct 2021	Not Flexible	Resolution	Framework Agreement with LNR	Framework Agreement with CityCenter property owner LNR	Dan Poremba	Community Development
		18 Oct 2021	Flexible Will Charles, Erik Sampson, Brad Power, Brook Bell, John Vobori, Wade Burkholder 5 minutes	Recognition	Recognition of Will Charles and Erik Sampson for passing the ACP exam.	A recognition by City Council of Erik Sampson receiving his American Institute Certified Planner certification. Due to COVID, we were unable to recognize Will Charles in 2020 and would like to also recognize him at the same time. All planners in Community Development have now been certified in ACP and will be recognized.	Brad Power	Community Development
		25 Oct 2021	Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	September Monthly Financial Report	September Monthly Financial Report	Jackie Loh	Finance
	Information	01 Nov 2021	Information Presentation: 15 minutes Discussion:	Study Session Memo	CodeNext Update	Update council on Title 16 Amendments and work of the LDC Steering Committee. We will provide quarterly updates to council.	Wade Burkholder	Community Development
Yes		01 Nov 2021	Not Flexible	Motion	Motion to approve a contract with AEC-West for supplemental building plan review and inspection services	Annual contract with AEC-West. The company provides building plan review and inspection services to supplement city staff	Karen Montanez	Community Development
		08 Nov 2021	November 8, 2021, Post Vacancies – January 4, 2022, Application Deadline No other Study Session Topics if Possible	Study Session Memo	Board and Commission Interviews/Discussion	Board and Commission Interviews/Discussion	Jackie McKinnon	City Clerk's Office
	Information	15 Nov 2021	John Vobori, Wade Burkholder, Brad Power Outside presenter: Chris Voglesang Information Presentation: 15 minutes Discussion:	Study Session Memo	Walk and Wheel Plan Update	Staff and City Consulting will provide City Council with information on the update to the Walk and Wheel Plan	John Vobori	Community Development
	Future				Sales and Use Tax Collection Policy and Enforcement			
	Study Session Topics				Public Comment at Public Meetings	Tabled to in person		
	UPD				Paving Alleys			
	Upcoming Agenda Item Topics				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?		