

## **Council Newsletter**

#### CITY MANAGER'S NOTES September 23, 2021

#### **Upcoming Council Meetings**

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.

October 4, 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

Mon., Sept. 27	6:00 p.m.	City Council Study Session, Virtual/Community Room
Tues., Sept. 28	8:30 a.m.	Mayor Manager Meeting, Teleconference
	3:30 p.m.	Non-Emergency Retirement Board Special Meeting, Teleconference
	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	8:30 a.m.	Mayor Manager Meeting, Teleconference
	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
10011., 1101 2	•	•
	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	Liquer and Marijuana Liganaina Authority
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
	7:00 p.m.	City Council Regular Meeting, Teleconference
Tues., Dec. 7	7:00 p.m.	Planning and Zoning Commission
Wed., Dec. 8	3:30 p.m.	Alliance for Commerce in Englewood
	7:00 p.m.	Board of Adjustment and Appeals
Thurs., Dec. 9	5:30 p.m.	Parks and Recreation Commission

Consent	Study Session	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Guidance	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
	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
lo	Information and Direction	27 Sep 2021	J.Loh will be attending Presentation: 10 minutes	Study Session Memo	Proposed ARPA Spending	List of projects on which ARPA funds could be expended	Tim Dodd	City Manager's Office
	Information and	27 Sep 2021	Discussion: 45 minutes Presentation: 10 minutes	Study Session Memo	Innovative Housing Strategy Planning	Discuss and receive direction on an application for a DOLA Innovative Housing	John Voboril, Wade	Community Development
	Direction Direction	27 Sep 2021	Discussion: 30 minutes Tree and Shrub Presentation: 10 minutes w/ ppt	Study Session Memo	Grant Recommendation for revisions to EMC 11 5 Tree and Shrubs	Strategy Grant Julie Bowden, Chair of Code Enforcement Advisory Committee will present recommendations to change EMC 11-5	Burkholder Maureen Williss	City Attorney's Office
		27 Sep 2021	Discussion: 15 minutes Yes, but the matter is	Executive Session	Executive Session to Discuss Matters of	The City Attorney requests an executive session to discuss matters of attorney-	Tamara Niles	City Attorney's Office
			somewhat time-sensitive and therefore this date is required Tamara Niles, Pieter Van Ry, Peter Nicholes		Attorney-Client Privilege	client privilege, pursuant to CRS 24-6-402(4)(b)		
lo	***No Study Session	04 Oct 2021	Christina Underhill, Dave	Resolution		- A Resolution establishing park rules and regulations regarding off-leash dog	Christina Underhill	Parks, Recreation & Library
	Items. Meeting will start right at 6:00 p.m. with the reg meeting		Lee, Dave Lewis Presentation: 10 minutes w/ PPT		Leash Dog Privileges Resolution	privileges.		
Consent?		04 Oct 2021	Brook Bell; Brad Power Not Flexible		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	Consideration of Change Order with Regal Facility Management for Janitorial Services at City Facilities	Change Order #2 to allow for continued service until Nov. 1 2021	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, Tim Hoos	Public Works
res		04 Oct 2021	Not Flexible John Donakowski, Public Works		Renewal of Contract to TerraCare Associates, LLC for EEF Landscaping and Ground Maintenance Services	Extend the Contract with TerraCare Associates, LLC for Englewood Environmental Foundation (EEF) Landscaping and Ground Maintenance Services	John Donakowski	Public Works
fes		04 Oct 2021	Not Flexible John Donakowski, Public Works	Motion	Renewal of Contract with Keesen Landscape Services, Inc. for Englewood Environmental Foundation (EEF) Snow and Ice Control Services	One-year contract extension with Keesen Landscape Services, Inc. for Englewood Environmental Foundation (EEF) Snow and Ice Control Services	John Donakowski	Public Works
Yes		04 Oct 2021	Not Flexible John Donakowski, Public Works		Renewal of Contract with Vets Securing America Corporation for Unarmed Security Services	One-year contract extension with Vets Securing America (VSA) for Englewood Environmental Foundation (EEF) Security Services	John Donakowski	Public Works
res		04 Oct 2021	Not Flexible Dave Lee		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.	Marty Savage	Parks, Recreation & Library
'es		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
res		04 Oct 2021	Yes PPT	Reading	CB #43 - Crossing Agreement and Temporary Construction Easement with Level 3 Communications, LLC, to allow the installation of new fiber lines across City Ditch.	C8 #43 - 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
		04 Oct 2021		Reading	CB #44 - First Reading of 2022 Budget Ordinances 2 of 5	CB #44 - First Reading of 2022 Budget Ordinance-City of Englewood Appropriation	Jackie Loh	Finance
		04 Oct 2021		Reading	CB #48 - First Reading of 2022 Budget Ordinances 3 of 5	CB #48 - First Reading of 2022 Budget Ordinance-City of Englewood Property Tax Mill Levies	Jackie Loh	Finance
		04 Oct 2021 04 Oct 2021		Bill for an Ordinance – 1st Reading Bill for an Ordinance – 1st	CB #46 - First Reading of 2022 Budget Ordinances 4 of 5 CB #47 - First Reading of 2022 Budget	CB #46 - First Reading of 2022 Budget Ordinance-South Platte Renew (SPR) Budget CB #47 - First Reading of 2022 Budget Ordinance-South Platte Renew (SPR)	Jackie Loh	Finance Finance
		04 Oct 2021		Reading	Ordinances 5 of 5 CB #45 - First Reading of 2022 Budget	Appropriation  CB #45 - First Reading of 2022 Budget Ordinance-South Platte Renew (SPR)  Appropriation  CB #45 - First Reading of 2022 Budget Ordinance-City of Englewood Budget	Jackie Loh	Finance
No		04 Oct 2021	Brook Bell, Will Charles,	Reading Bill for an Ordinance – 1st	Ordinances 1 of 5 CB #42 - adoption of a Bill for an	CB #42 - ZON2021-001 Fifield Englewood Station Planned Unit Development at	Wade Burkholder	Community Development
			Applicant team: Will provide emails closer to hearing date	Reading	Ordinance at 1st reading for the approval of the Fifield Englewood Station Planned Unit Development (PUD), ZON2021-001.	1070 W Hampden Avenue.		
		04 Oct 2021		Bill for an Ordinance – 1st Reading	CB #40 - IGA with the Mile High Flood District for the Little Dry Creek MDP & FHAD	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 Armbrust, Maria D'Andrea, Presentation: 15 minutes w/ PPT Discussion:		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 Armbrust, 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
Consent?		18 Oct 2021	Not Flexible		Resolution Approving a Memorandum of	Advance funding/reimbursement to EDDA for CDOT grant in the amount of	Dan Poremba	Community Development
			Dan Poremba/Community Development and Hilarie Portell/EDDA		Understanding (MOU) between City and EDDA	\$149,325 and the proposed improvements to City right of way.		
		18 Oct 2021	Flexible Will Charles, Erik Sampson, Brad Power, Brook Bell, John Voboril, Wade Burkholder	Recognition	Recognition of Will Charles and Erik Sampson for passing the AICP exam.	A recognition by City Council of Erik Sampson receiving his American Institute Certified Planner certification. Due to COUN, 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 by AICP and will be recognized.	Brad Power	Community Development
No		18 Oct 2021	S minutes Planned to be in line with the budget adoption. Could push to 10/20, if needed. Presentation: 10 min w/ PPT		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
		25 Oct 2021	Flexible Information	Study Session Memo	September Monthly Financial Report	September Monthly Financial Report	Jackie Loh	Finance
			Presentation: 10 minutes Discussion: 10 minutes					

		25 Oct 2021	Are all pertinent contracts and documentation complete or in process? (Have you taken the appropriate steps with City Attorney's Office or Procurement?). Not et, waiting for results from Connector District Meeting 9/28  Not Flexible Presentation: 20 minutes w/ PPT  Peter Van Ry Sarah Stone Carol Malesky Syvan Rao	Public Hearing	Water and Sewer 2022 Rates and Fees	Review the results of the Connector District Rate Methodology Review and present recommended 2022 water and sewer rates and fees Water rate is resolution and sewer rate is an ordinance.	Aaron Davis, Pieter Van Ry, Sarah Stone	Utilities
	Information and Direction	01 Nov 2021	Maria D'Andrea, Jackie Loh, Kevin Engels Presentation: 15 minutes w/ PPT Discussion: 30 minutes	Study Session Memo	Englewood Environmental Foundation Certificates of Participation (COPs) Redemption & Dissolution Process	Council requested a Study Session discussion on: 1) the payoff of the Certificates of Participation (COPs), and 2) the dissolution process. (Moved to Nov 1st)	Jackie Loh, Maria D'Andrea	Finance, Public Works
	Information	01 Nov 2021		Study Session Memo	CodeNext Update	Update council on Title 16 Amendments and work of the UDC Steering Committee. We will provide quarterly updates to council.	Wade Burkholder	Community Development
		01 Nov 2021		Public Hearing	2022 Budget Supplemental for ARPA Spending Plan - Date TBD	Date TBD	Jackie Loh	Finance
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		Study Session Memo	City Council Orientation	City Council Orientation with Departments	Shawn Lewis	City Manager's Office
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	Information	15 Nov 2021	John Voboril, Wade Burkholder, Brad Power Outside presenter: Chris Voglesang Information Presentation: 15 minutes Discussion:	Study Session Memo	Walk and Wheel Plan Update	Staff and OV Consulting will provide City Council with information on the update to the Walk and Wheel Plan.	John Voboril	Community Development
			Discussion:					
		15 Nov 2021		Resolution	Consolidated fee schedule	Proposed date from Finance for the 2021 Resolution	Jackie Loh	Finance
		15 Nov 2021 22 Nov 2021		Resolution Study Session Memo	Consolidated fee schedule October Monthly Financial Report	Proposed date from Finance for the 2021 Resolution  October Monthly Financial Report	Jackie Loh Jackie Loh	Finance Finance
		22 Nov 2021	Flexible Information Presentation: 10 minutes		October Monthly Financial Report			
			Flexible Information Presentation: 10 minutes					
		22 Nov 2021  FUTURE  Study Session Topics	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcement  Public Comment at Public Meetings			
		22 Nov 2021  FUTURE  Study Session Topics and	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcement Public Comment at Public Meetings Paving Alleys	October Monthly Financial Report  Tabled to in person		
		22 Nov 2021  FUTURE  Study Session Topics	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcement  Public Comment at Public Meetings	October Monthly Financial Report		
		22 Nov 2021  FUTURE  Study Session Topics and Upcoming Agenda Item	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcement Public Comment at Public Meetings Paving Alleys  Youth Vaping and Tobacco/Nicotine Use	October Monthly Financial Report  Tabled to in person  Ordinance/Tobacco free parks		
		22 Nov 2021  FUTURE  Study Session Topics and Upcoming Agenda Item	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcecement Public Comment at Public Meetings Paving Alleys Youth Vaping and Tobacco/Nicotine Use in Our Communities  Study Session Items merged with regular agenda?	October Monthly Financial Report  Tabled to in person  Ordinance/Tobacco free parks		
		22 Nov 2021  FUTURE  Study Session Topics and Upcoming Agenda Item	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcecement Public Comment at Public Meetings Paving Alleys Youth Vaping and Tobacco/Nicotine Use in Our Communities  Study Session Items merged with regular agenda?  Council Holiday Dinner?? (followed by 7:00pm meeting?) - 9/31/21	October Monthly Financial Report  Tabled to in person  Ordinance/Tobacco free parks  Wait till in new coucil chambers?		
		22 Nov 2021  FUTURE  Study Session Topics and Upcoming Agenda Item	Flexible Information Presentation: 10 minutes		October Monthly Financial Report  Sales and Use Tax Collection Policy and Enforcement Public Comment at Public Meetings Paving Alleys Youth Vaping and Tobacco/Nicotine Use in Our Communities Study Session Items merged with regular agenda? Council Holiday Dinner?? (followed by	October Monthly Financial Report  Tabled to in person  Ordinance/Tobacco free parks  Wait till in new coucil chambers?		