



Council Newsletter

CITY MANAGER'S NOTES October 14, 2021

Upcoming Council Meetings

October 18, 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.

October 25, 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**

OCTOBER

Thurs., Oct. 14	5:30 p.m.	Parks and Recreation Commission, Teleconference
	6:00 p.m.	Transportation Advisory Committee, Teleconference
Mon., Oct. 18	6:00 p.m.	City Council Regular/Special Meeting, Virtual/Community Room **2022 Budget Ordinances Second Reading**
Tues., Oct. 19	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Unified Development Code Steering Committee,
Wed., Oct. 20	6:00 p.m.	Code Enforcement Advisory Committee, Virtual
	6:30 p.m.	Historic Preservation Commission
Mon., Oct. 25	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues., Oct. 26	5:15 p.m.	Budget Advisory Committee
Wed. Oct. 27	4:30 p.m.	Englewood Downtown Development Authority Board

NOVEMBER

Mon., Nov 1	2:00 p.m.	Malley Trust Fund Meeting
	6:00 p.m.	City Council Regular/Special Meeting, Virtual/Community Room
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 Special/Study Session, Community Room/Virtual
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 Regular/Special Meeting, Virtual/Community Room
Tues., Nov. 16	7:00 p.m.	Planning and Zoning Commission

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information	18 Oct 2021	Employees of the City's contractor, The Equity Project, may participate. Presentation: Discussion: 30 min	Study Session Memo	Overview of Diversity, Equity, and Inclusion Plan Development	Presentation on the purpose, background, development, and initial implementation of the City of Englewood Diversity, Equity, and Inclusion Plan.	Tim Dodd	City Manager's Office
No		18 Oct 2021	Sarah Stone (Utilities) Not Flexible, deadline for the application with the Bureau of Reclamation is November 3, 2021.	Resolution	Bureau of Reclamation Grant Application Resolution	Resolution authorizing submittal of a grant application in the amount of \$500,000 to the Bureau of Reclamation for funding of flat rate to metered water service conversion.	Sarah Stone	Utilities
		18 Oct 2021	Flexible Will Charles, Erik Sampson, Brad Power, Brook Bell, John Voboril, Wade Burkholder 5 minutes	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 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 by AICP and will be recognized.	Brad Power	Community Development
		18 Oct 2021	Wade Burkholder, Brad Power, Erik Sampson, Will Charles, John Voboril, Brook Bell	Proclamation	Proclamation - October is Planning Month	All Community Development Planners will be recognized at the October 18 council meeting. All planners have obtained their AICP certification; two planned recently.	Aaron Davis	
No		18 Oct 2021	Not Flexible John Donakowski Public Works	Motion	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
Yes		18 Oct 2021	Not Flexible	Motion	Award of contract for the Windermere Street Bike Lanes and City-wide Crosswalk Markings Project	Consideration of contract to install bike lanes and re-mark various crosswalks.	Maria D'Andrea	Public Works
Yes		18 Oct 2021	Flexible	Motion	Approve Change Order to increase the dollar amount of purchase order 2021-00000192	Approve a change order with employment law outside counsel Range Law to increase the dollar amount on purchase order 2021-00000192.	Tamara Niles	City Attorney's Office
Yes		18 Oct 2021	Not Flexible	Bill for an Ordinance - 2nd Reading	CB 45 - Approve 2022 Budget Ordinances 1 of 5	CB 45 - Approve 2022 Budget Ordinance City of Englewood Budget	Jackie Loh	Finance
Yes		18 Oct 2021	Not Flexible Devin Keener, Tim Hoos	Bill for an Ordinance - 2nd Reading	CB 40 - IGA with the Mile High Flood District for the Little Dry Creek M&P & F&D	CB 40 - The City of Englewood and the Mile High Flood District seek to match funds in order to update a flood study along Little Dry Creek in Englewood.	Devin Keener, Tim Hoos	Public Works
No		18 Oct 2021	Brook Bell, Will Charles, Applicant team: Will provide emails closer to hearing date	Bill for an Ordinance - 2nd Reading	CB 42 - adopt an Ordinance for the approval of the Filled Englewood Station Planned Unit Development (PUD), ZON2021-001.	CB 42 - ZON2021-001 Filled Englewood Station Planned Unit Development at 1070 W Hampden Avenue.	Wade Burkholder	Community Development
		18 Oct 2021	Presentation: none	Bill for an Ordinance - 2nd Reading	CB 44 - Approve 2022 Budget Ordinances 2 of 5	CB 44 - Approve 2022 Budget Ordinance-City of Englewood Appropriation	Jackie Loh	Finance
Yes		18 Oct 2021	Not Flexible	Bill for an Ordinance - 2nd Reading	CB 48 - Approve 2022 Budget Ordinances 3 of 5	CB 48 - Approve 2022 Budget Ordinance City of Englewood Property Tax Mill Levies	Jackie Loh	Finance
Yes		18 Oct 2021	Not Flexible	Bill for an Ordinance - 2nd Reading	CB 46 - Approve 2022 Budget Ordinances 4 of 5	CB 46 - Approve 2022 Budget Ordinance-South Platte Renew (SPR) Budget	Jackie Loh	Finance
Yes		18 Oct 2021	Not Flexible	Bill for an Ordinance - 2nd Reading	CB 47 - Approve 2022 Budget Ordinances 5 of 5	CB 47 - Approve 2022 Budget Ordinance-South Platte Renew (SPR) Appropriation	Jackie Loh	Finance
No		18 Oct 2021	Christina Underhill Dave Lewis	Bill for an Ordinance - 1st Reading	CB 49 - Park Rules and Regulations Regarding Off-Leash Dog Privileges	CB 49 - Establishing park rules and regulations regarding off-leash dog privileges.	Christina Underhill	Parks, Recreation & Library
No		18 Oct 2021	Sarah Stone (Utilities), Carol Malesky and Siyan Rao from Statnet.	Bill for an Ordinance - 1st Reading	CB 51 - 2022 Sewer Utility Rates Ordinance	CB 51 - 2022 Sewer Utility Rates Ordinance	Pieter Van Ry	Utilities
No		18 Oct 2021	Pieter Van Ry (Utilities), Carol Malesky and Siyan Rao from Statnet.	Bill for an Ordinance - 1st Reading	CB 52 - 2022 Sewer Utility Fees Ordinance	CB 52 - 2022 Sewer Utility Fees Ordinance	Pieter Van Ry	Utilities
No		18 Oct 2021	Planned to be in line with the budget adoption. Could push to 10/20, if needed. Presentation: 10 min w/ PPT	Bill for an Ordinance - 1st Reading	CB 50 - 2022 Stormwater Utility Rate Increase Ordinance - 1st Reading	CB 50 - Proposed rate increase for the Stormwater Utility Fund	Maria D'Andrea	Public Works
		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
	Direction	25 Oct 2021	Not Flexible Presentation: 10 minutes Discussion:	Study Session Memo	Training for new equipment in Council Chambers and Community Room	One Hour Training Go live meeting on the 1st	Jeromy King	Information Technology
	Information and Direction	25 Oct 2021	Not Flexible Presentation: 10 minutes Discussion:	Study Session Memo	Estimated Assessment Penalty (EAP)	The Res. Tax Audit, and Licensing Division plans to either increase the fee for the assessment penalty or increase the frequency of the current penalty charges.	Heather Driscoll, 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 UDC Steering Committee. We will provide quarterly updates to council.	Wade Burkholder	Community Development
Yes		01 Nov 2021	Flexible-Yes, but needs to be approved by the end of the year	Resolution	2022 Consolidated fee schedule	Proposed date for Finance for the 2021 Resolution	Jackie Loh	Finance
		01 Nov 2021	Responsible-Vance Fender - Vance Fender and/or Reid McGrath PowerPoint-No 5 minutes or less	Resolution	AllHealth Network contract renewal 2022	This is a one year contract extension between AllHealth Network and the City of Englewood for mental health co-responder and case manager coverage	Vance Fender	Police
		01 Nov 2021	Flexible-No. The state requires the signed documents to be returned by November 5, 2021. yes-powerpoint 20 minutes	Resolution	Resolution to Approve MOU, Settlement of Opioid Litigation	Nationwide settlements have been reached with the "Big 3" opioid distributors (McKesson, Cardinal Health, and Amnoco/Ascend) and opioid manufacturer Johnson & Johnson to resolve claims by state and local governments that these companies contributed to the opioid epidemic. The claims being settled include those raised by local governments in the national multi-district litigation ("MDL"), in Re: National Prescription Opiate Litigation, MDL 2804 (N.D. Ohio). The Colorado MOU establishes the framework for distributing and sharing these settlement proceeds throughout Colorado. Local governments and the State prepared the Colorado MOU, which prioritizes regionalization, collaboration, and abatement. If sufficient local governments approve the MOU, the State of Colorado is expected to receive approximately \$300 million from the settlement.	Tamara Niles	City Attorney's Office
Yes		01 Nov 2021	Not Flexible Sarah Stone, Utilities Deputy Director - Business Solutions; Pieter Van Ry, EMRF Board President and City of Englewood Utilities and South Platte Renew Director CAO recommended consent agenda	Motion	EMRF Board action authorizing a listing agreement.	Council approval, by Motion, to approve the EMRF Board action authorizing a listing agreement. The RFP was posted on Oct. 8, 2021.	Pieter Van Ry	Utilities
Yes		01 Nov 2021	Not Flexible John Donakowski	Motion	Consideration of Change Order for the EEF RTD Elevator Modernization 3-4	Change Order with TKE Elevator for RTD Elevator Modernization	John Donakowski	Public Works
Yes		01 Nov 2021	Not Flexible. Contract expires December 31, 2021.	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
No		01 Nov 2021	Not Flexible Dan Poremba/Community Development and Hilarie Borne/EDDA	Motion	Motion Approving a Memorandum of Understanding (MOU) between City and EDDA	Advance funding/reimbursement to EDDA for CDDT grant in the amount of \$148,325 and the proposed improvements to City right of way.	Dan Poremba	Community Development
No		01 Nov 2021	Not Flexible Maria D'Andrea, Jeff Wenda	Motion	Award of Contract for Custodial Services at City Facilities	Staff has solicited proposals via an RFP for custodial services at city facilities. This would award a contract to the selected contractor.	Maria D'Andrea	Public Works
No		01 Nov 2021	Flexible Responsible: Devin Keener, Tim Hoos, Carrie Evanson Powerpoint: 5 min	Bill for an Ordinance - 1st Reading	Ordinance Amending Municipal Code regarding Authorized Public Consumption Areas	After temporarily extending Covid-related public consumption areas, City Council requested presentation of an Ordinance to amend Municipal Code to permanently provide for authorized public areas for public consumption of alcohol	Tamara Niles	City Attorney's Office
		01 Nov 2021	Flexible Responsible: Devin Keener, Tim Hoos, Carrie Evanson Powerpoint: 5 min	Bill for an Ordinance - 1st Reading	Englewood South Basin IGA IGA with MHD to fund drainage improvements in the S Englewood Basin	IGA with MHD to fund drainage improvements in the S Englewood Basin	Devin Keener	Public Works
		01 Nov 2021	Responsible: Devin Keener, Tim Hoos, Carrie Evanson Powerpoint: 5 min	Bill for an Ordinance - 1st Reading	Final design, right-of-way acquisition, and construction of drainage and flood control improvements for Dry Gulch from Yale Avenue to University Boulevard City of Englewood	IGA for the construction of drainage improvements.	Devin Keener	Public Works
		08 Nov 2021	Optional for Former Council?	Study Session Memo	City Council Orientation	City Council Orientation with Departments	Shawn Lewis	City Manager's Office
	Information and Direction	15 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	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 DV Consulting will provide City Council with information on the update to the Walk and Wheel Plan.	John Voboril	Community Development
No		15 Nov 2021	Flexible Maria D'Andrea	Resolution	Acceptance of Land Dedication from the Colorado Department of Transportation	CDDT is willing to dedicate a parcel of land on the south side of US 285 to the city for future transportation uses.	Maria D'Andrea	Public Works
No		15 Nov 2021	Flexible-yes Presentation 5 minutes	Bill for an Ordinance - 1st Reading	Sale of Metro Fire Training Center	ORDINANCE AUTHORIZING THE SALE OF THE METRO FIRE TRAINING CENTER TO SOUTH METRO FIRE RESCUE PROTECTION DISTRICT	Maria D'Andrea	Public Works
		22 Nov 2021		Study Session Memo	Council Liaison assignments to Boards and Commissions	Council liaison to Boards and Commissions	Jackie McKinnon	City Clerk's Office
		22 Nov 2021		Study Session Memo	City Council policy manual discussion	Review of Council Policy Manual	Tamara Niles	City Attorney's Office
		22 Nov 2021	Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	October Monthly Financial Report	October Monthly Financial Report	Jackie Loh	Finance
Consent?		06 Dec 2021	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
		06 Dec 2021	Flexible Presentation: 15 minutes	Recognition	Student Art Contest Top 13 Finalist Recognition	Recognizing the Top 13 Finalists for Englewood's Student Art Contest	Chris Harguth	Communications
		06 Dec 2021	Flexible Presentation: Discussion: 30 minutes	Public Hearing	2022 Budget Supplementals for ARPA Spending Plan - Date TBD	Date TBD Follow up with Jackie for new date	Jackie Loh	Finance
Yes		06 Dec 2021	Wade Burkholder, Brad Power	Motion	Motion to Approve a Transit Shuttle Services Operations Contract with MV Transportation for 2022.	City's contract with MV Transportation expires December 31, 2021. Council approval is needed for the 2022 contract for trolley operations to continue.	Wade Burkholder	Community Development
		20 Dec 2021	Flexible Information Presentation: 10 minutes Discussion: 30 minutes	Study Session Memo	November Monthly Financial Report	November Monthly Financial Report	Jackie Loh	Finance
		10 Jan 2022	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
	FUTURE Study Session Topics and Upcoming Agenda Item Topics				LNK Framework Agreement Item - Not Study Session	Sales and Use Tax Collection Policy and Enforcement		
					Public Comment at Public Meetings	Tabled to in person		
					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?		
					Council Holiday Dinner?? (followed by 7:00pm meeting?) - 9/21/21			
					Resolution supporting DDA on Ballot? - 9-21-21			