



Council Newsletter

CITY MANAGER'S NOTES November 10, 2021

Upcoming Council Meetings

November 15, 2021

The Hybrid City Council Special/Regular Meeting will begin at 7:00pm in Council Chambers. A brief reception will occur at 7:30pm. The meeting will resume at 8:00pm in Council Chambers.

November 22, 2021

The City Council Special/Study Session will begin at 6:00pm. The meeting will be held in the Community Room.

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

NOVEMBER

Mon., Nov. 15	7:00 p.m.	City Council Regular/Special Meeting, Council Chambers
Tues., Nov. 16	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Unified Development Code Steering Committee, Virtual
Wed., Nov. 17	4:30 p.m.	Englewood Downtown Development Authority
	5:30 p.m.	Community Meeting – Neighborhood Map, Englewood Library
	6:00 p.m.	Code Enforcement Advisory Committee, Virtual
	6:30 p.m.	Historic Preservation Commission
Mon., Nov. 22	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues., Nov. 23	5:15 p.m.	Budget Advisory Committee

DECEMBER

Wed., Dec 1	4:00 p.m.	Englewood Housing Authority, Teleconference
	5:45 p.m.	Cultural Arts Commission, Virtual
Mon., Dec. 6	6:00 p.m.	City Council Regular/Special Meeting, Virtual/Community Room
Tues., Dec. 7	7:00 p.m.	Planning and Zoning Commission, Virtual
Wed., Dec. 8	3:30 p.m.	Alliance for Commerce in Englewood, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thurs., Dec. 9	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon., Dec. 13	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues., Dec. 14	5:00 p.m.	Water and Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Virtual
	7:00 p.m.	Library Board, Virtual
Wed., Dec. 15	6:30 p.m.	Historic Preservation Commission, Virtual
Mon., Dec. 20	6:00 p.m.	City Council Regular/Special Meeting, Virtual/Community Room
Tues., Dec. 21	7:00 p.m.	Planning and Zoning Commission
Tues., Dec. 28	5:15 p.m.	Budget Advisory Committee

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
		15 Nov 2021		Recognition	Assistant City Attorney Victoria McDermott	Assistant City Attorney Victoria McDermott	Tamara Niles	City Attorney's Office
No		15 Nov 2021	Not Flexible Dan Poremba/Community Development and Hilarie Portell/EDDA	Motion	Motion to approve a Memorandum of Understanding (MOU) regarding advancement of funds for grant-funded improvements to the South Broadway passos and crosswalk.	Motion to approve a Memorandum of Understanding (MOU) regarding advancement of funds for grant-funded improvements to the South Broadway passos and crosswalk.	Dan Poremba	Community Development
No		15 Nov 2021	Flexible	Bill for an Ordinance – 1st Reading	CB 53 - Ordinance Amending Municipal Code regarding Authorized Public Consumption Areas	CB 53 - 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
No		15 Nov 2021	Flexible yes Presentation 5 minutes	Bill for an Ordinance – 1st Reading	CB 54 - Sale of Metro Fire Training Center	CB 54 - Approve an 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	Presentation: 10 minutes Discussion: 10 minutes	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	Presentation: 10 minutes Discussion: 20 minutes	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
	Information	22 Nov 2021	John Vobori, Wade Burkholder, Brad Power Outside presenter: Chris Voglesang Information Presentation: 15 minutes Discussion: 15 minutes	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 Vobori	Community Development
	Information and Direction	06 Dec 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 and Direction	06 Dec 2021	If needed, this could be done on December 13th, but the 6th is ideal. Presentation: 25 minutes Discussion: 30 minutes	Study Session Memo	City of Englewood Strategic Plan Revamp and Community Engagement Process	In July of 2020, the City Council adopted a strategic plan which is set to expire in December, 2022. In December, 2021, staff will provide Council with an update on strategic plan implementation and propose (1) a new structure for the strategic plan; (2) a public engagement process to set priorities in the strategic plan; and (3) a January, 2022 Council Retreat focused on the strategic plan	Tim Dodd	City Manager's Office
Yes		06 Dec 2021	Flexible, but this needs to be in effect the first pay period in January 2022.	Resolution	Approve a resolution establishing the annual salary for the City Manager and City Attorney of the City of Englewood, CO.	Approve a resolution establishing the annual salary for the City Manager and City Attorney of the City of Englewood, CO.	Shawn Weiske	Human Resources
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
No		06 Dec 2021	Flexible Maria D'Andrea	Resolution	Acceptance of Land Dedication from the Colorado Department of Transportation	CDOT 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
		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
Consent?		06 Dec 2021	Dave Lee & Lindsay Peterson	Motion	Jason Park Amenity Improvement Construction Contract	Motion to approve a contract with American Civil Constructors to provide construction services to finalize park amenity improvements at Jason Park in the amount of \$624,756.	Dave Lee, Lindsay Peterson	Parks, Recreation & Library
Yes		06 Dec 2021	Wade Burkholder, Brad Power	Motion	Motion to Approve a Renewal Agreement to the Transit Shuttle Services Operations Contract with MV Transportation for service year 2022.	City's contract with MV Transportation expires December 31, 2021. Council approval is needed for the 2022 renewal agreement for trolley operations to continue.	Wade Burkholder	Community Development
Yes		06 Dec 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
		13 Dec 2021	Placeholder for Holiday Dinner before Dec. 13 meeting - Details TBD	Update	Placeholder for Holiday Dinner before Dec. 13 meeting - Details TBD	Placeholder for Holiday Dinner before Dec. 13 meeting - Details TBD	Shawn Lewis	City Manager's Office
Consent?		13 Dec 2021		Resolution	Renewal of Microsoft Enterprise Agreement	The Information Technology department is renewing the Microsoft Enterprise Licensing agreement. This is a 3 year agreement totaling \$883,123.47 which is \$294,374.49 annually.	Brad Creeger, Jeromy King	Information Technology
		13 Dec 2021	Dec. 13 for a January 2022 implementation date.	Resolution	A Resolution establishing the annual salary for the presiding Municipal Court Judge of the City of Englewood, Colorado.	A Resolution establishing the annual salary for the presiding Municipal Court Judge of the City of Englewood, Colorado.	Shawn Weiske	Human Resources
Consent?		13 Dec 2021	Shawn Lewis, City Manager Tim Dodd, Assistant City Manager	Motion	City of Englewood Strategic Plan Revamp and Community Engagement Process	In July of 2020, the City Council adopted a strategic plan which is set to expire in December, 2022. In December, 2021, staff will provide Council with an update on strategic plan implementation and propose (1) a new structure for the strategic plan; (2) a public engagement process to set priorities in the strategic plan; and (3) a January, 2022 Council Retreat focused on the strategic plan	Tim Dodd	City Manager's Office
Consent?		13 Dec 2021	Dan Poremba, Brad Power Not Flexible	Motion	Contract Renewal for Kaplan, Kirsch and Rockwell	2022 outside legal services for items related to CityCenter	Brad Power, Dan Poremba	Community Development
		04 Jan 2022	Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	November Monthly Financial Report	November Monthly Financial Report	Jackie Loh	Finance
		04 Jan 2022	Madeline Hinkfuss, Neighborhood Resources Coordinator Chris Harguth, Communications Presentation: 15 minutes	Recognition	Holiday Lighting Contest Winner Recognition	Council will recognize the Holiday Lighting Contest winners in each of the following categories: Best House, Best Block/Neighborhood, Best Business	Madeline Hinkfuss	Communications
		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
		18 Jan 2022	Flexible-We would just like early/mid-January 2022 10 minutes PowerPoint. Yes if virtual (presentation via teams) in-person slide show.	Study Session Memo	2022 Events	Inform the council of the planned 2022 events, dates, locations, and times. Answer any questions	Toni Arnoldy	Parks, Recreation & Library
Consent?		18 Jan 2022	Not Flexible unless Interviews Move	Resolution	New B&C Appointments approved by City Council - Resolution	New B&C Appointments approved by City Council - Resolution	Jackie McKinnon	City Clerk's Office
Consent?		18 Jan 2022	Englewood Downtown Development Authority Executive Director Hilarie Portell, and Redevelopment Manager Dan Poremba	Motion	Approval of EDDA 2022 Budget	City Council review and approval of the 2022 EDDA budget	Dan Poremba	Community Development
		24 Jan 2022	Flexible Information Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	Preliminary December Monthly Financial Report	Preliminary December Monthly Financial Report	Jackie Loh	Finance
		07 Feb 2022	John Vobori, Wade Burkholder, Brad Power Outside presenter: Chris Voglesang	Public Hearing	Walk and Wheel Plan Public Hearing	Staff and OV Consulting will provide City Council with information on the update to the Walk and Wheel Plan.	John Vobori	Community Development
	FUTURE Study Session Topics and Upcoming Agenda Item Topics				LNR Framework Agreement Item - Not Study Session Sales and Use Tax Collection Policy and Enforcement Public Comment at Public Meetings Paving Alleys Youth Vaping and Tobacco/Nicotine Use in Our Communities	Tabled to in person		
					Study Session Items merged with regular agenda? Xcel Representative meeting?? Council Holiday Dinner?? (followed by 7:00pm meeting) - 9/21/21 Resolution supporting DDA on Ballot? - 9-21-21	Wait till in new council chambers?		