



## Council Newsletter

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### CITY MANAGER'S NOTES April 8, 2022

#### Upcoming Council Meetings

**April 11, 2022**

The City Council Special Meeting will begin at 6:00 p.m. in Council Chambers. This meeting will be held as hybrid meeting.

**April 18, 2022**

The City Council Regular Meeting will begin at 6:00 p.m. in Council Chambers. This meeting will be held as a hybrid meeting.

#### 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

**APRIL**

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Mon. Apr. 11	6:00 p.m.	City Council Special Meeting, Council Chambers/Hybrid
Tues. April 12	5:00 p.m.	Water and Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room/Hybrid
	7:00 p.m.	Public Library Board, Perrin Room/Hybrid
Wed. April 13	8:30 a.m.	Mayor Manager Meeting, Virtual
	Canceled	Board of Adjustment and Appeals
Thurs. Apr. 14	5:30 p.m.	Parks and Recreation Commission, Pikes Peak Conf-Room/Hybrid
	6:00 p.m.	Code Next Community Meeting, Community Room/hybrid
Mon. Apr. 18	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues., Ap. 19	6:00 p.m.	Code Enforcement Advisory Committee, TBD
Wed. Apr. 20	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Apr. 25	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Apr. 26	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
Wed. Apr. 27	8:30 a.m.	Mayor Manager Meeting, Virtual

**MAY**

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Mon. May 2	2:00 p.m.	Malley Center Trust Fund, Malley Recreation Center
	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. May 4	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. May 9	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. May 10	5:00 p.m.	Water and Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Virtual
	7:00 p.m.	Public Library Board, Virtual
Wed. May 11	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thurs. May 12	5:30 p.m.	Parks and Recreation Commission, Virtual

	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. May 16	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. May 18	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. May 23	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. May 24	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

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## JUNE

Wed. June 1	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. June 6	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Thur. June 9	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Wed. June 8	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Mon. June 13	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. June 14	5:00 p.m.	Water and Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Virtual
	7:00 p.m.	Public Library Board, Virtual
Wed. June 15	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. June 20	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Mon. June 27	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. June 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

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## JULY

Tues. July 5	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. July 6	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. July 11	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. July 12	5:00 p.m.	Water and Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Virtual
	7:00 p.m.	Public Library Board, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Virtual

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information	11 Apr 2022	Flexible PPT: No Yes Presentation: 20 minutes Discussion: 20 minutes	Study Session Memo	Preliminary 2023 Revenue and Expenditure Underlying Forecast Assumptions	Preliminary 2023 Revenue and Expenditure Underlying Forecast Assumptions	Jackie Loh	Finance
	Information	11 Apr 2022	Flexible PPT: Yes Presentation: 30 minutes Discussion: 45 minutes	Study Session Memo	CityCenter Redevelopment Update by SKB/Tryba	Update on Englewood CityCenter Redevelopment with presentations by Tryba Architects (David Tryba or Bill Moon and Sarah Komppa) and SKB (John Oliver, Executive Vice President, and Todd Gooding, President). This update will also serve as background for city council's consideration of a number of redevelopment related agreements and matters during the balance of 2022, and possibly into early 2023.	Brad Power, Dan Poremba	Community Development
	Direction	11 Apr 2022	Not Flexible PPT: Presentation: 20 minutes Discussion: 30 minutes	Study Session Memo	Study Session for Organized Garbage & Recycling Collection Initiative	Presentation of information collected by staff and the Citizen's Committee in advance of the public hearing on April 18, 2022. Members of the Citizen's Committee will be in attendance and can be called upon to discuss or answer questions as well.	Maria D'Andrea	Public Works
No		11 Apr 2022	Not Flexible - No [although we are awaiting a document to discuss with Council, if the document is late, we will have to reschedule for the next Monday]  Because this is a study session night, we will need to designate this as a special meeting to enable us to have the executive session	Executive Session	Executive Session for a conference with an attorney for the local public body for the purpose of receiving legal advice on specific legal questions	The City Attorney requests an executive session for purposes of discussion of a specific legal issue	Tamara Niles	City Attorney's Office
	Information and Direction	18 Apr 2022	Some Flexibility, a vote on whether to opt of FAMLI is required before July 1 2022 PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Study Session Regarding Paid Family Medical Leave Insurance Act and Proposed Vesting Schedule Changes	Informational study session regarding Colorado's Paid Family Medical Leave Insurance Act, including budget implications of new law. All municipalities are included in FAMLI by default, but a municipality may opt out and avoid the employer portion of premiums by a vote of a governing body. A vote to opt out would be required to occur by July 1, 2022, to ensure compliance with the timing requirements of the Act.  Regarding the vesting schedule, Staff is proposing a change to the 401a plan to amend the vesting schedule to 1 year instead of 5 years. Discussion regarding budget impact, if any.	Shawn Weiske, Victoria McDermott	City Attorney's Office, Human Resources
	Direction	18 Apr 2022	Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo	Consideration for Citizen of the Year	Council will review 2022 Citizen of the Year nominations and select the 2022 Citizen of the Year.	Madeline Hinkfuss	Communications
No		18 Apr 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Resolution	Resolution Authorizing the Acquisition of Property from 4390 South Windermere, LLC, for the South Englewood Flood Reduction Project	Acquisition of Property from 4390 South Windermere, LLC, for Purposes of Constructing the South Englewood Flood Reduction Project	Carrie Evenson, Maria D'Andrea, Tim Hoos	Public Works
No		18 Apr 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Resolution	A Resolution authorizing the purchase of property from Shields, LLC, for the South Englewood Flood Reduction Project	Acquisition of Property from Shields, LLC, for the Purposes of Constructing the South Englewood Flood Reduction Project	Carrie Evenson, Maria D'Andrea, Tim Hoos	Public Works
No		18 Apr 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Resolution	A Resolution authorizing the purchase of property from Shields, LLC, for the South Englewood Flood Reduction Project	Acquisition of Property from Shields, LLC, for the Purposes of Constructing the South Englewood Flood Reduction Project	Carrie Evenson, Maria D'Andrea, Tim Hoos	Public Works
Yes		18 Apr 2022	Flexible	Resolution	A Resolution changing the alternate council member appointed to Denver Regional Council of Governments (DRCOG).	Mayor Pro Tem Ward, after consultation with Council Member Wink, has requested that Council Member Wink be appointed as the alternate member of DRCOG.	Tamara Niles	City Attorney's Office
No		18 Apr 2022	Flexible Yes  Presenters Shawn Lewis and Tim Dodd no PowerPoint 10 minutes  Are all pertinent contracts and documentation complete or in process? (Have you taken the appropriate steps with City Attorney's Office or Procurement?): in process	Recognition	Elevate Englewood Graduation	2022 Graduation for Elevate Englewood Leadership Academy	Tim Dodd	City Manager's Office
No		18 Apr 2022	Somewhat Flexible PPT: Yes Presentation: 25 minutes, significant public testimony may also take place as a result of this action Discussion:	Public Hearing	Public Hearing of Organized Garbage & Recycling Collection Initiative	Staff has solicited proposals from waste haulers to provide city-wide service for garbage & recycling collection & disposal. Public input has been sought and will be presented to City Council for consideration and determination of next steps	Maria D'Andrea	Public Works
		18 Apr 2022	Not Flexible PPT: No Members of Englewood Chamber of Commerce will be present  David Carroll, Executive Director, will accept the proclamation.	Proclamation	Small Business Week Proclamation	Small Business Week proclaiming May 1-7 2022	Darren Hollingsworth	Community Development
Yes		18 Apr 2022	Flexible Presentation: Discussion: Attorney: Yes Attending: PSA with Root Policy Research in the amount of \$159,850 to complete a housing assessment. \$80,000 of contract will be paid by DOLA; \$80,000 city match from housing fund. Time: 5 min	Motion	Motion to Approve a Professional Services Agreement with Root Policy Research in the amount of \$159,850	Professional Services Agreement with Root Policy Research in the amount of \$159,850	John Voboril	Community Development
Consent?		18 Apr 2022	Not Flexible	Motion	Renewal of 2020 Concrete Trip Hazard Elimination Contract	A renewal of the 2020 Concrete Trip Hazard Elimination contract with Precision Concrete Cutting for Pavement Maintenance Zone 4 work in the amount of \$100,000.	Jacob Warren, Sara Sigot	Public Works
No		18 Apr 2022	Not Flexible. The City must comply with the BPCCC Rule established under Colorado Primary Drinking Water Regulations, 5 CCR 1002-11 (Regulation 11) in a timely fashion. PPT: Yes Presentation: 7 minutes	Motion	Contract for services agreement with Backflow Solutions, Inc. for Backflow Prevention and Cross-Connection Control Program services	Award of Contract for Services with Backflow Solutions, Inc. for Backflow Prevention and Cross-Connection Control Program services in the amount of \$191,389.50 with an additional 10% staff-managed contingency of \$19,138.95, for a total project authorization of \$210,528.45.	Angela Goodman, Pieter Van Ry	Utilities
Yes		18 Apr 2022	Flexible PPT: No	Motion	Council Members travel to CML Conference, June 21-24	Council Member Nunnenkamp and Council Member Wink wish attend the CML Conference in Breckenridge, June 21-24. The City Council Travel Policy requires a formal request of approval of all City-related travel thirty days prior to attendance.	Shawn Lewis	City Manager's Office
No		18 Apr 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	CB 16 - Approve an Ordinance, approving the annual agreement with Arapahoe County to receive Community Development Block Grant Funds for the Energy Efficiency Englewood (E3) program.	CB 16 - Annual agreement with Arapahoe County to receive the city's allocation of Community Development Block Grant Funds for the Energy Efficiency Englewood (E3) program. This agreement is for the 2021/2022 funding cycle.	Will Charles	Community Development
Yes		18 Apr 2022	Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	CB 18 - Consider an Ordinance amending Englewood Municipal Code to provide for a Festival Permit	CB 18 - On May 8, 2021, Governor Polis signed into law SB 21-082, amending CRS 44-3-404, creating a state festival permit. The act authorizes cities to create a local festival permit, to provide local guidance and oversight on festivals. This bill for an ordinance creates the local festival permit.	Tamara Niles	City Attorney's Office
Yes		18 Apr 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	CB 21 - Approval of an IGA with the City of Sheridan for Vehicle Maintenance and Repair	CB 21 - Approve an ordinance authorizing an Intergovernmental Agreement (IGA) with the City of Sheridan for vehicle maintenance and repair	Chris Edelstein, Maria D'Andrea	Public Works
Yes		18 Apr 2022	Not Flexible PPT: Yes Presentation: 5 min Jake - Upon council approval, I will notify CDOT to route the agreement through DocuSign to the Mayor and the City Clerk.	Bill for an Ordinance – 1st Reading	CB 24 - Approve a bill for an ordinance authorizing an Intergovernmental Agreement (IGA) Amendment to increase funding for the US-285 & S. Broadway Interchange Project #STU2854-145 (23553)	CB 24 - Staff requests Council approval of an amendment to the IGA with CDOT for the US-285 & S. Broadway Interchange Project. This amendment increases the amount of Federal and State funds budgeted for the project.	Jacob Warren	Public Works
Yes		18 Apr 2022	Not Flexible PPT: Yes Presentation: No Discussion: No	Bill for an Ordinance – 1st Reading	CB 23 - Repealing Section 5-3D-7 regarding Medical Marijuana License Bond	CB 23 - Approve a Bill for an Ordinance Repealing Section 5-3D-7 Regarding Medical Marijuana License Bond, to Reflect Elimination of Bond Under State Law	Jackie McKinnon	City Clerk's Office
No		18 Apr 2022	Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	CB 25 - Approve a Bill for an Ordinance authorizing a Memorandum of Understanding (MOU) between the City of Englewood and the Colorado Energy Office to provide contract services for its Energy Performance Contracting Program	CB 25 - An Ordinance approving a Memorandum of Understanding between the Colorado Energy Office and the City of Englewood to provide contract services for its Energy Contracting Program	John Donakowski, Melinda Goblirsch	Public Works
Consent?		18 Apr 2022		Bill for an Ordinance – 1st Reading	CB 22 - Approve a bill for an ordinance amending Section 15-6-1 of Englewood Municipal Code regarding growing weeds.	CB 22 - Englewood Municipal Code ("EMC") Section 15-6-1, on its face, currently only requires removal of "growing" weeds in excess of six inches. EMC requires amendment to clarify the weed height limitation applies whether or not it is the growing season.	Tamara Niles	City Attorney's Office

No		18 Apr 2022	Flexible, Douglas County needs Englewood's approval in order to bid out the Project. Presentation: Discussion:	Bill for an Ordinance – 1st Reading	CB 04 - Authorizing Agreements Necessary to Complete City Ditch Relocation Project	CB 04 - Utilities staff is seeking Council approval to enter into an Easement Agreement with the U.S. Army Corps of Engineers (USACE) and an Intergovernmental Agreement (IGA) with Douglas County, in order to relocate City Ditch away from the expansion of highway US-85 (Santa Fe Drive).	Steve Simon	Utilities
	Information	25 Apr 2022	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	March 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the March 2022 Financial Report	Jackie Loh	Finance
	Information	25 Apr 2022	Flexible PPT: No Yes Presentation: 60 minutes Discussion:	Study Session Memo	Review Preliminary 2023 Capital Projects List with CC and BC&C	Staff is asking Council to discuss the capital project list priorities (Tier 1) and to confirm or modify the list of projects to be included in the preliminary 2023 capital budget request with BC&C		Finance
	Information and Direction	25 Apr 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	Update on Neighborhood Map (HPC project)	Staff and the chair of the Historic Preservation Commission will update council on the neighborhood map project	Erik Sampson	Community Development
	Information and Direction	02 May 2022	Not Flexible Comments are due shortly after this meeting. PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Study Session Memo	Santa Fe PEL - Review of Recommendations & Early Action Plan	Review of draft recommendations & early action plan from the Santa Fe (US 85) Planning and Environmental Linkage Study	Maria D'Andrea	Public Works
		02 May 2022	Flexible PPT: No Presentation: 3 minutes	Recognition	Introduce Bryan Isham, Planning Manager	Introduce the city council to the new planning manager, Bryan Isham.	Brad Power	Community Development
		02 May 2022	Not Flexible PPT: No	Proclamation	Public Service Week Proclamation	Public Service Week Proclamation	Christa Graeve, Tim Dodd	City Manager's Office
Consent?		02 May 2022	Flexible waiting on 2022 budget appropriation Presentation: Discussion:	Motion	Utilities Sanitary Sewer CCTV Inspection CFS	Staff is seeking approval of a contract for services (CFS) with Pro-Pipe, Inc., to provide the City with video inspection of pipe interiors in the amount of ~\$400,000.	Steve Simon	Utilities
No		02 May 2022	Not Flexible Need to complete before feds raise the interest rate. PPT: Yes Presentation: 10 Minutes	Bill for an Ordinance – 1st Reading	Loan Agreement with the Colorado Water Resources and Power Development Authority for Stormwater Improvements	Loan Agreement with the Colorado Water Resources and Power Development Authority for Stormwater Improvements	Jackie Loh, Maria D'Andrea	Finance, Public Works
No		02 May 2022	Not Flexible PPT: Yes Originally submitted as Equipment Purchase through Wagner Equipment Presentation: - approx. 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	CB 19 - Equipment Lease-Purchase Through Caterpillar Financial Services Corporation - Two 2022 Backhoe Loaders	CB 19 - Approval of a bill for an ordinance to Lease-Purchase two (2) 2022 Backhoe Loaders from Caterpillar Financial Services Corporation	Steve Ortega	Public Works
No		02 May 2022	Not Flexible PPT: Yes Presentation: 5 minutes	Bill for an Ordinance – 1st Reading	CB 20 - Equipment Lease-Purchase through Komatsu Financial	CB 20 - Approve a bill for an ordinance to lease-purchase one (1) Komatsu WA200-8 Wheel Loader utilizing a Municipal Equipment Lease-Purchase Agreement through Komatsu Financial	Steve Ortega	Public Works
	Information	09 May 2022	Yes, Flexible but preferably in May PPT: Yes Presentation: 15 Minutes Discussion:	Study Session Memo	Update on Economic Development Strategy	Staff and consultant will provide an overview and update on the Economic Development Strategy	Darren Hollingsworth	Community Development
	Information and Direction	09 May 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	Present Proposed Intergovernmental Agreement to Create Arapahoe County Region for Opioid Settlement Funds	In order to receive opioid settlement funds, the Arapahoe County Region must create the region through an IGA to govern regional membership, voting, and other various matters. This presentation will describe the proposed IGA for discussion and consideration by Council.	Tamara Niles	City Attorney's Office
	Information	09 May 2022	Flexible PowerPoint: Yes Presentation: 20 minutes Discussion:	Study Session Memo	CodeNext Update	Update on CodeNext and the work of the steering committee.	Brad Power, Brook Bell	Community Development
	Information and Direction	16 May 2022	Not Flexible, this is the date consultant is available PPT: Yes Presentation: 20 Minutes Discussion:	Study Session Memo	Presentation on Proposed Administrative Revisions to City Charter	The City's outside counsel legal expert will present on proposed administrative revisions to the City Charter, for potential inclusion on the November ballot	Tamara Niles	City Attorney's Office
No		16 May 2022	Flexible-should be done prior to June 6, 2022 PPT: No Presentation: Discussion:	Executive Session	Executive Session-City Attorney	Executive Session	Tamara Niles	City Attorney's Office
	Information	23 May 2022	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	April 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the April 2022 Financial Report	Jackie Loh	Finance
	Information and Direction	06 Jun 2022	Yes, Flexible but only to be earlier, not later PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo	Final study session presentation on proposed revisions to the City Charter for the November 2022 ballot, if required	This will be the final presentation of proposed routine, non-controversial revisions to the City Charter for the November 2022 ballot, if needed, to determine if Council has any additional revisions or concerns prior to formal consideration of an Ordinance setting the ballot question.	Tamara Niles	City Attorney's Office
		06 Jun 2022	Not Flexible PPT: No Members of the City's DEI Committee will be present	Proclamation	Pride Month Proclamation	Pride Month Proclamation	Tim Dodd	City Manager's Office
		06 Jun 2022	Not Flexible PPT: No Members of the City's DEI Committee will be present	Proclamation	Juneteenth Proclamation	Juneteenth Proclamation	Tim Dodd	City Manager's Office
		13 Jun 2022	Not Flexible NO Presentation: Discussion:	Study Session Memo	Board and Commission Interviews	Board and Commission Interviews	Jackie McKinnon	City Clerk's Office
		14 Jun 2022	Not Flexible NO Presentation: Discussion:	Study Session Memo		Board and Commission Interviews- only if a second night is needed.	Jackie McKinnon	City Clerk's Office
	Information	20 Jun 2022	Flexible PPT: No Yes Presentation: 60 minutes Discussion:	Study Session Memo	Review Preliminary 2023 Operating & Staff Prioritized Capital Requests	Review Preliminary 2023 Operating & Staff Prioritized Capital Requests		Finance
	Information and Direction	20 Jun 2022	Yes, Flexible but only to be earlier, not later PPT: Yes Presentation: 20 minutes	Study Session Memo	First reading of an Ordinance Establishing a Ballot Question for Proposed Routine City Charter Revisions	City Council has begun a City Charter review project in two steps. This is the first step, to approve an Ordinance setting a ballot question for non-controversial, necessary revisions to the City Charter.	Tamara Niles	City Attorney's Office
		20 Jun 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Appointment		Recognition of termed out board and commission members (3)	Jackie McKinnon	City Clerk's Office
		29 Jun 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Recognition	Citizen of the Year Recognition - PLACEHOLDER actual date will be selected after CDV is selected based on their availability	I would recommend not replacing a study session for this celebration due to other council deadlines.	Madeline Hinkfuss	Communications
	Information	18 Jul 2022	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	May 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the May 2022 Financial Report	Jackie Loh	Finance
	Information	25 Jul 2022	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	June 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the June 2022 Financial Report	Jackie Loh	Finance