



## Council Newsletter

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### CITY MANAGER'S NOTES June 2, 2022

#### Upcoming Council Meetings

**June 6, 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.

**June 13, 2022**

The City Council Board & Commission Interviews will begin at 6:00 p.m. Interviews will be held virtually.

#### 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

**JUNE**

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Mon. June 6	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. June 7	7:00 p.m.	Planning & Zoning Commission, Virtual
Wed. June 8	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thur. June 9	5:30 p.m.	Parks and Recreation Commission, Pirates Cove
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. June 13	6:00 p.m.	Board & Commission Interviews, 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	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Code Enforcement Advisory Committee, Hybrid
	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. June 20	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Mon. June 27	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Tues. June 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

**JULY**

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Tues. July 5	CANCELED	City Council Regular Meeting
Wed. July 6	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. July 11	CANCELED	City Council Study Session
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

Thurs. July 14	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. July 18	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Wed. July 20	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. July 25	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. July 26	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

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## AUGUST

Mon. Aug. 1	2:00 p.m.	Malley Center Trust Fund, Malley Recreation Center
	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. Aug. 3	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. Aug. 8	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Aug. 9	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. Aug 10	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thurs. Aug 11	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. Aug. 15	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. Aug. 17	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Aug. 22	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Aug. 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

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## SEPTEMBER

Tues. Sept. 6	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. Sept. 7	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Thurs. Sept. 8	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. Sept. 12	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Sept. 13	5:00 p.m.	Water and Sewer Board, Virtual

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
		06 Jun 2022	Flexible PPT: No	Update	Update on New Sales & Use License Renewal Process & Penalties	Under City Manager Report Provide Council with staff's plan for bringing businesses into compliance with sales & Use tax license renewal requirements	Kevin Engles, Shawn Lewis	City Manager's Office, Finance
		06 Jun 2022		Update	City Attorney update—Appointment of Opioid Regional Council Representative	City Attorney update—Appointment of Opioid Regional Council Representative	Tamara Niles	City Attorney's Office
No	Information and Direction	06 Jun 2022	Not Flexible PPT: No Presentation: 5 minutes Discussion: 15 minutes	Study Session Memo	Fourth of July event update	Event staff will provide and update regarding the Fourth of July event and proposed changes to the event.	Christina Underhill	Parks, Recreation & Library
		06 Jun 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Study Session Memo	Update on Poll Results	Update on Poll Results - To be considered under Study Session Topics	Shawn Lewis	City Manager's Office
Information and Direction		06 Jun 2022	Yes, Flexible but only to be earlier, not later PPT: Yes Presentation: 5 minutes Discussion: 10 minutes	Study Session Memo	Final study session presentation on proposed revisions to the City Charter for the November 2022 ballot	This will be the final presentation of proposed routine, non-controversial revisions to the City Charter for the November 2022 ballot, 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
Information		06 Jun 2022	Somewhat flexible but must be completed and filed with regulators by June 30th. This item could be moved to 06/20/2022 if needed. PPT: No Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo	Presentation of the 2021 Annual Comprehensive Financial Report and audit results.	Presentation of the 2021 audited annual report.	Kevin Engles	Finance
Information		06 Jun 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Englewood Environmental Foundation Dissolution	Update to City Council on the EEF dissolution status	Jackie Loh, Maria D'Andrea	Finance, Public Works
		06 Jun 2022	Not Flexible PPT: No	Public Hearing	Public Hearing to Consider Resolution to Opt-Out of FAMLI	In November 2020, Colorado voters approved Proposition 118, a state-run Paid Family Medical Leave Insurance (FAMLI) program. While participation in the FAMLI program is mandatory for private employers, local government employers may choose to opt out of the FAMLI program by a vote of its local governing body. Prior to such vote, the governing body is required to hear testimony, including the opportunity for employees to submit comments.	Victoria McDermott	City Attorney's Office
		06 Jun 2022	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Pollinator Proclamation	Pollinator 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	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
No		06 Jun 2022	Flexible PPT: No Presentation: 10 minutes Discussion:	Motion	Staff recommends approval to enter into a contract with Gallagher Benefit Services	Staff Recommends approval of contractual services in the amount of no more than \$175,000 to conduct a comprehensive classification and compensation study and establish a new classification and compensation structure.	Shawn Weiske	Human Resources
Yes		06 Jun 2022	Not Flexible PPT: No	Motion	Award of Contract to Silva Construction, Inc. for the Construction of 2022 Concrete Utility Project.	Award of Contract to Silva Construction, Inc. in the amount of \$1,574,109.00 for the Construction of 2022 Concrete Utility Project. This project includes the construction of the ADA Ramps, sidewalks, curb & gutter and crosspans located primarily in Pavement Maintenance Zone 4.	Jacob Warren, Sara Siggue	Public Works
Yes		06 Jun 2022	Not Flexible PPT: No	Motion	ERC Mechanical Equipment Upgrade - Approval of a Contract to Purchase the Equipment	Approval of a Contract, to Purchase Equipment for the Englewood Recreation Center (ERC) Mechanical Equipment Upgrade. The Contract is an "Order for Purchase of Goods and Materials" (OGM) for a Not-To-Exceed amount of \$139,128.00.	Melinda Goblirsch	Public Works
Yes		06 Jun 2022	PowerPoint: Yes Flexible: No - Ordinance must be passed to obtain SRF funding for stormwater capital projects.	Bill for an Ordinance -2nd Reading	CB 28 - Proposed rate increase for the Stormwater Utility Fund	CB 28 - Approve an ordinance for the proposed rate increase for the Stormwater Utility Fund in order to access State Revolving Loan funding	Tim Hoos	Public Works
Yes		06 Jun 2022	Not Flexible Need to complete before feds raise the interest rate. PPT: Yes Presentation: 10 Minutes	Bill for an Ordinance -2nd Reading	CB 29 - Authorizing a loan agreement with the Colorado Water Resources and Power Development Authority	CB 29 - Approve an ordinance authorizing a loan agreement with the Colorado Water Resources and Power Development Authority for Storm Water Improvements	Jackie Loh, Maria D'Andrea	Finance, Public Works
Yes		06 Jun 2022	Flexible PPT: Yes Presentation: 5 minutes Discussion: 10 minutes	Bill for an Ordinance -1st Reading	CB 31 - Approve a bill for an ordinance authorizing an Intergovernmental Agreement to Create Arapahoe County Regional Council for Opioid Settlement Funds	CB 31 - In order to receive opioid settlement funds, the Arapahoe County Region must create a Regional Council through an IGA to govern regional membership, voting, and other various matters.	Tamara Niles	City Attorney'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
Information and Direction		20 Jun 2022	Flexible PPT: Yes Presentation: Information and Direction 10 minutes	Study Session Memo	Discussion of Formal Ways to Engage Youth	Discussion of Formal Ways to Engage Youth	Stephanie Carlie, Tim Dodd	City Manager's Office
Information		20 Jun 2022	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	Sustainability Commission Annual Report	Annual report of the Sustainability Commission to the City Council	Melissa Englund	City Manager'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
		20 Jun 2022	Flexible PPT: No	Resolution	Consider Resolution Regarding FAMLI Program Declination	In November 2020, Colorado voters approved Proposition 118, a state-run Paid Family Medical Leave Insurance (FAMLI) program. While participation in the FAMLI program is mandatory for private employers, local government employers may choose to opt out of the FAMLI program by a vote of its local governing body following the hearing of testimony prior to the vote. A public hearing on this issue is on the Agenda for June 6, 2022.	Victoria McDermott	City Attorney's Office
Consent?		20 Jun 2022	Flexible PPT: No	Motion	Adoption of Neighborhood Map	City council adoption of the neighborhood map developed by the Historic Preservation Society	Madeline Hinkfuss	Communications
Consent?		20 Jun 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.	Pieter Van Ry, Steve Simon	Utilities
Yes	Information and Direction	20 Jun 2022	Yes, Flexible but only to be earlier, not later PPT: Yes Presentation: 20 minutes Discussion:	Bill for an Ordinance -1st Reading	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 Presentation: 5 minutes Discussion:	Bill for an Ordinance -1st Reading	LDC Open Space and Channel Improvements IGA Amendment #2	This is an amendment to the original IGA with MHD for the LDC Plaza Improvement Project requesting an additional \$100k in funds to complete the active construction project.	Devin Keener, Tim Hoos	Public Works
No		20 Jun 2022	Not Flexible unless Interviews Move	Appointment	Resolution appointing members to various boards, commissions and committees	Resolution appointing members to various boards, commissions, and committees	Jackie McKinnon	City Clerk's Office
		29 Jun 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Recognition	Citizen of the Year Recognition -	Scheduled and Event is set for this date	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
Consent?		18 Jul 2022	Not Flexible PPT: No	Resolution	Financial Policies Update	Financial Policies Update to include a "Ratcheting and Sliding" range for the General Fund's Fund Balance Unrestricted Reserve Amount	Jackie Loh	Finance
Consent?		18 Jul 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance -1st Reading	Cooperative Agreement - Englewood Schools, City, DDA	Cooperative Agreement	Dan Poremba	Community Development
		18 Jul 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Appointment	Recognition of termed out board and commission members (3)	Recognition of termed out board and commission members (3)	Jackie McKinnon	City Clerk's Office
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