



Council Newsletter

CITY MANAGER'S NOTES June 16, 2022

Upcoming Council Meetings

June 20, 2022

The City Council Regular Meeting will begin at 5:30 p.m. in Council Chambers. This meeting will be held as a hybrid meeting.

June 27, 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

JUNE

Mon. June 20	5:30 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. June 21	6:00 p.m.	Unified Development Code Steering Committee, Virtual
	CANCELED	Planning and Zoning Commission
Wed. June 22	8:30 a.m.	Mayor Manager Meeting, Virtual
Mon. June 27	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Wed. June 29	8:30 a.m.	Mayor Manager Meeting, Virtual
Tues. June 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

JULY

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

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

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
	6:30 p.m.	Sustainability Commission, Virtual
	7:00 p.m.	Public Library Board, Virtual
Wed. Sept. 14	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Mon. Sept. 19	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. Sept. 21	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Sept. 26	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Sept. 27	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room

OCTOBER

Column1	Study Session Gu Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information	Flexible PPT: Yes Presentation: 70 minutes Discussion: 30 minutes 20 Jun 2022	Study Session Memo	Review Preliminary 2023 Operating & Staff Prioritized Capital Requests	Review Preliminary 2023 Operating & Staff Prioritized Capital Requests		Finance
Yes		Flexible PPT: No 20 Jun 2022	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.	Victoria McDermott	City Attorney's Office
Yes		Not Flexible PPT: Yes Presentation: Discussion: 20 Jun 2022	Resolution	Optimal Source Order for the Purchase of Goods and Materials agreement for Distribution and Collection Inventory	Utilities staff is seeking City Council approval of an optimal source Order for the Purchase of Goods and Materials (OGM) agreement with Core & Main for distribution and collection system parts, inventory, equipment, and safety apparatuses, in the amount not to exceed \$245,000.	Angela Goodman, Pieter Van Ry	Utilities
Yes		Not Flexible, contract ends in July 2022 PPT: Yes Please put this item after the BHGR PSA renewal since they both come out of the same budget account. 20 Jun 2022	Motion	Professional Services Agreement with Martin and Wood Water Consultants for Water Resources Engineering	Utilities staff is seeking City Council approval of a 6-month Professional Services Agreement (PSA) renewal with Martin and Wood Water Consultants, Inc (MWWC) for water resources engineering services, in the amount not to exceed \$225,000.	Pieter Van Ry	Utilities
No		Not Flexible PPT: Yes 20 Jun 2022	Motion	Professional Services Agreement with Brown and Caldwell for Condition Assessment and Process Optimization at the Allen Water Treatment Plant	Utilities staff is seeking City Council approval of a Professional Services Agreement (PSA) with Brown and Caldwell (BC) for the Allen Water Treatment Plant (WTP) Process Optimization and Condition Assessment Project (Project). The recommended contract amount is \$281,850, including approval to execute any change order(s) if necessary to expend the approved 10% staff-managed contingency amount of \$28,185, for a total project authorization of \$310,035.	Angela Goodman, Pieter Van Ry	Utilities
Yes		Not Flexible PPT: Yes Please put this CFS before the CFC with Granite Inliner on the agenda 20 Jun 2022	Motion	Contract for Services with Pro-Pipe, Inc., for Sanitary Sewer Closed-Circuit Television Inspection	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Pro-Pipe, Inc. to inspect the City's sanitary sewer collection system in the amount of \$413,389.12, including approval to execute any change order(s) if necessary to expend the approved 10% staff-managed contingency amount of \$41,340.00, for a total project authorization of \$454,729.12.	Angela Goodman, Pieter Van Ry	Utilities
No		Not Flexible PPT: Yes Please put this CFC after the CFS with Pro-Pipe on the agenda 20 Jun 2022	Motion	Contract for Construction with Granite Inliner, LLC for sanitary sewer pipeline rehabilitation services	Utilities staff is seeking City Council approval to enter into a Contract for Construction (CFC) with Granite Inliner, LLC (Granite) for sanitary sewer pipeline rehabilitation construction services. The scope of work includes cured-in-place pipe (CIPP) rehabilitation of approximately 5,500 feet of sanitary sewer lines in the amount of \$415,555.55, including approval to execute any change order(s) if necessary to expend the approved \$40,000.00 staff-managed contingency, for a total project authorization of \$455,555.55.	Angela Goodman, Pieter Van Ry	Utilities
Yes		Not Flexible - the contract has been reviewed and signed so we would like to get it out the door sooner or later. PPT: Yes 20 Jun 2022	Motion	Approval of contract between the City of Englewood and CrossPurpose	Approval of a contract, using ARPA funds, with CrossPurpose	Tim Dodd	City Manager's Office
Yes		Not Flexible, PSA ends in July 2022 PPT: Yes This PSA needs to be presented before the Martin & Wood PSA renewal - same budget line item. 20 Jun 2022	Motion	Professional Services Agreement Renewal with Berg Hill Greenleaf Ruscttl for Water Rights Legal Support	Utilities staff is seeking City Council approval of a 6-month Professional Services Agreement (PSA) renewal with Berg Hill Greenleaf Ruscttl, LLP (BHGR) to provide outside legal representation for water rights support, in the amount not to exceed \$350,000.	Pieter Van Ry	Utilities
Yes		Not Flexible PPT: No Presentation: Discussion: 20 Jun 2022	Motion	Motion to Designate June 27, 2022 Council Meeting as a Regular Meeting, pursuant to EMC 1-5-2-1	Motion to Designate June 27, 2022 Council Meeting as a Regular Meeting, pursuant to EMC 1-5-2-1	Tamara Niles	City Attorney's Office
No		Flexible PPT: No 20 Jun 2022	Motion	Adoption of Neighborhood Map	City council adoption of the neighborhood map developed by the Historic Preservation Commission	Erik Sampson, Madeline HinKfuss	Communications, Community Development
Yes		Flexible PPT: Yes Presentation: 5 minutes Discussion: 10 minutes 20 Jun 2022	Bill for an Ordinance - 2nd Reading	CB 31 - Approve 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
No		Not Flexible PPT: No 20 Jun 2022	Bill for an Ordinance - 1st Reading	CB 32 - Approve a bill for an ordinance authorizing Little Dry Creek (LDC) Open Space and Channel Improvements IGA Amendment #2	CB 32 - This is an amendment to the original IGA with MHFD for the LDC Plaza Improvement Project requesting an additional \$100,000 in matching funds to complete the active construction project.	Devin Keener, Tim Hoos	Public Works
Yes		PowerPoint: Yes Flexible: No - Ordinance must be passed to obtain SRF funding for stormwater capital projects 20 Jun 2022	Bill for an Ordinance - 1st 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
No		Not Flexible unless Interviews Move 20 Jun 2022	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
	Information	Not Flexible PPT: Yes Presentation: Discussion: 27 Jun 2022	Study Session Memo	Operating budgets for CMO/CCO, CAO, Communications, Community Development, Finance, Human Resources, Information Technology, Municipal Court and PRLG, and 2023 CIP Matrix	Operating budgets for CMO/CCO, CAO, Communications, Community Development, Finance, Human Resources, Information Technology, Municipal Court and PRLG, and 2023 CIP Matrix	Jackie Loh	Finance
	Information and Direction	Not Flexible- needs before July PPT: No Presentation: 10 min. Discussion: 27 Jun 2022	Study Session Memo	Future of Museum of Outdoor Arts pieces of artwork	Discuss the future of Museum of Outdoor Arts pieces throughout the city.	Christina Underhill	Parks, Recreation & Library
No		Flexible PPT: No 27 Jun 2022	Motion	Appointment of Voting and Non-Voting Member to Opioid Settlement Arapahoe Regional Council	By Motion, appoint City Attorney Tamara Niles as the City of Englewood's non-voting representative to the Arapahoe Regional Council, and Sheridan City Manager Devin Granbery to serve as the rotating voting member to represent the cities of Englewood, Littleton, and Sheridan.	Tamara Niles	City Attorney's Office
		Not Flexible PPT: Yes Presentation: 3 min. Discussion: Notes: Please put 3 change orders in alphabetical order: (Brannan, C&L, Global) so their budget tables make sense, only one PPT for all three items. 27 Jun 2022	Motion	C&L Water Solutions, Inc. - Change Order No. 1 for 2022 Purchase Order	Utilities staff is seeking City Council approval to execute a change order to the Purchase Order (PO) #2022-0000080 with C&L Water Solutions, Inc. (C&L), in the amount of \$40,000, for as-needed emergency water line repairs. If approved, this change order brings the total PO authorization for C&L to \$130,000.	Angela Goodman, Pieter Van Ry	Utilities
		Not Flexible PPT: Yes Presentation: 3 min. Discussion: Notes: Please put 3 change orders in alphabetical order: (Brannan, C&L, Global) so their budget tables make sense, only one PPT for all three items. 27 Jun 2022	Motion	Global Underground Corp. - Change Order No. 1 for 2022 Purchase Order	Utilities staff is seeking City Council approval to execute a change order to the Purchase Order (PO) #2022-0000070 with Global Underground Corp. (Global), in the amount of \$40,000, for as-needed emergency water line repairs. If approved, this change order brings the total PO authorization for Global to \$130,000.	Angela Goodman, Pieter Van Ry	Utilities
		Not Flexible PPT: Yes Presentation: 3 min. Discussion: Notes: Please put 3 change orders in alphabetical order: (Brannan, C&L, Global) so their budget tables make sense, only one PPT for all three items. 27 Jun 2022	Motion	Brannan Construction Company - Change Order No. 1 for 2022 Purchase Order	Utilities staff is seeking City Council approval to execute a change order to the Purchase Order (PO) #2022-0000081 with Brannan Construction Company (Brannan), in the amount of \$40,000, for as-needed emergency water line repairs. If approved, this change order brings the total PO authorization for Brannan to \$130,000.	Angela Goodman, Pieter Van Ry	Utilities
Yes		Not Flexible PPT: No 27 Jun 2022	Motion	Consideration of Award of Contract for the 2022 Slurry Seal Project	Consideration of award of contract to A-1 Chipseal, in the amount of \$176,429.60, for the 2022 Slurry Seal Project.	Tim Hoos	Public Works
		Flexible PPT: No Presentation: Discussion: 27 Jun 2022	Executive Session	Executive Session for Purposes of Attorney-Client Privilege to Discuss a Breach of Contract Matter	Executive Session for Purposes of Attorney-Client Privilege to Discuss a Breach of Contract Matter	Tamara Niles	City Attorney's Office
Consent?		Date is Flexible PPT: No Presentation: Discussion: 27 Jun 2022	Bill for an Ordinance - 1st Reading	CB 33 - Approve a bill for an ordinance amending EMC 5-1-5, 4-1-1 to comply with new state law exempting non-local retailers from sales, use tax license	CB 33 - Approve a bill for an ordinance amending EMC 5-1-5, 4-1-1 to comply with new state law exempting non-local retailers from sales, use tax license	Tamara Niles	City Attorney's Office
Yes	Information and Direction	Not Flexible PPT: Yes Presentation: 10 minutes 27 Jun 2022	Bill for an Ordinance - 1st Reading	Consider Ordinance approving ballot questions for revisions to City of Englewood's Charter	Pursuant to direction received from City Council on June 6, 2022, the proposed ordinance establishes ballot questions for consideration by Englewood's registered electors to amend the City Charter.	Tamara Niles	City Attorney's Office

		Not Flexible PPT: No Yes Presentation: Discussion: 29 Jun 2022	Recognition	Citizen of the Year Recognition -	Scheduled and Event is set for this date	Madeline Hinkfuss	Communications
Information and Direction		Flexible PPT: Yes Presentation: Information and Direction 10 minutes 18 Jul 2022	Study Session Memo	Discussion of Formal Ways to Engage Youth	Discussion of Formal Ways to Engage Youth	Stephanie Carille, Tim Dodd	City Manager's Office
Information		Flexible PPT: Yes Presentation: 10 minutes Discussion: 18 Jul 2022	Study Session Memo	Sustainability Commission Annual Report	Annual report of the Sustainability Commission to the City Council	Melissa Englund	City Manager's Office
Information		Flexible Presentation: 10 minutes Discussion: 18 Jul 2022	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?		Not Flexible PPT: No Yes 18 Jul 2022	Resolution	Vehicle Purchase - One Starcraft Bus at the cost of \$111,837 from Creative Bus Sales, Inc. for the P, R, G and L Department	Approval of a resolution to purchase one Starcraft Bus for \$111,837 from Creative Bus Sales, Inc. for the Parks, Recreation, Golf and Library Department	Steve Ortega	Public Works
Consent?		Not Flexible PPT: No 18 Jul 2022	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?		Not Flexible PPT: Yes 18 Jul 2022	Resolution	Vehicle Purchase - One Bucket Truck for the cost of \$193,952 from Altec Industries, Inc. for the Public Works Department, Traffic Division	Approval of a resolution to purchase one Bucket Truck for \$193,952 from Altec Industries, Inc. for the Public Works, Department, Traffic Division	Steve Ortega	Public Works
Consent?		Not Flexible, work must commence in August to be complete by end of summer season PPT: No 18 Jul 2022	Motion	Award of Contract to ___TBD___ for the Construction of 2022 Mill and Overlay Project	Consideration of award of contract to ___TBD___ in the amount of \$ ___TBD___ for the construction of the 2022 Mill and Overlay Project	Tim Hoos	Public Works
Consent?		Not Flexible PPT: Yes Presentation: 5 minutes Discussion: 18 Jul 2022	Bill for an Ordinance - 1st Reading	Cooperative Agreement - Englewood Schools, City, DDA	Cooperative Agreement	Dan Poremba	Community Development
		Not Flexible PPT: No Yes Presentation: Discussion: 25 Jul 2022	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
		Flexible PPT: No Presentation: Discussion: 25 Jul 2022	Recognition	Board and Commission New Member Appointment Recognition	Board and Commission New Member Appointment Recognition (6)	Jackie McKinnon	City Clerk's Office
Information		Flexible Presentation: 10 minutes Discussion: 25 Jul 2022	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
Information		Flexible PPT: No Yes Presentation: 15 minutes Discussion: 01 Aug 2022	Study Session Memo	Advisory Committee Annual Report Review	Budget Advisory Committee Annual Report Review	Jennifer Nolan	Finance
		Flexible? 01 Aug 2022	Executive Session	Executive Session	Utilities Water Resources MP findings	Pieter Van Ry, Sarah Stone	Utilities
Information and Direction		Flexible PPT: Yes Presentation: 15 minutes Discussion: 08 Aug 2022	Study Session Memo	Historic preservation study by Pinyon Environmental	Pinyon Environmental will present an overview of the historic preservation survey	Erik Sampson	Community Development
Information		Not Flexible PPT: No Yes Presentation: 45 minutes Discussion: 08 Aug 2022	Study Session Memo	Draft Proposed 2023 Operating & Capital Budget	Draft Proposed 2023 Operating & Capital Budget	Jackie Loh	Finance
No		15 Aug 2022	Executive Session	Executive session for annual performance reviews of City Manager, City Attorney	Executive Session for annual review of City Attorney, City Manager	Tamara Niles	City Attorney's Office
Information		Flexible Presentation: 10 minutes Discussion: 22 Aug 2022	Study Session Memo	July 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the July 2022 Financial Report	Jackie Loh	Finance
		Not Flexible PPT: No Members of the Community may attend 06 Sep 2022	Proclamation	Workforce Development Month Proclamation	Approval of a proclamation recognizing September as Workforce Development Month	Darren Hollingsworth	Community Development
		Not Flexible PPT: No Members of the City's DEI Committee will be present 06 Sep 2022	Proclamation	National Hispanic Heritage Month Proclamation	Proclamation acknowledging September 15- October 15 as National Hispanic Heritage Month	Tim Dodd	City Manager's Office