



## Council Newsletter

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### CITY MANAGER'S NOTES July 7, 2022

#### Upcoming Council Meetings

**July 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.

**July 25, 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

**JULY**

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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
Wed July 13	11:00 a.m.	Liquor and Marijuana Authority, 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**

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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	4:00 p.m.	Non-Emergency Retirement Board, Virtual
	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
	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

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## OCTOBER

Mon. Oct. 3	6:00 p.m.	City Council Special/Regular Meeting, Community Room/Virtual
Wed. Oct. 5	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. Oct. 10	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual
Tues. Oct. 11	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. Oct. 12	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thurs. Oct. 13	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
Consent	Study Session Guidan	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information	18 Jul 2022	Flexible Presentation: 10 minutes Discussion: 5 minutes	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 and Direction	18 Jul 2022	Flexible PPT: Yes Information and Direction Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	Discussion of Formal Ways to Engage Youth	Discussion of Formal Ways to Engage Youth	Stephanie Carlile, Tim Dodd	City Manager's Office
	Information	18 Jul 2022	Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo	Sustainability Commission Annual Report	Annual report of the Sustainability Commission to the City Council	Melissa Englund	City Manager's Office
Yes		18 Jul 2022	Not Flexible PPT: No Yes	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 (1) 2022 StarCraft Allstar (12&2) bus for \$111,837 from Creative Bus Sales, Inc. for the Parks, Recreation, Golf and Library Department.	Steve Ortega	Public Works
Yes		18 Jul 2022	Not Flexible PPT: Yes	Resolution	Vehicle Purchase - One Bucket Truck for the cost of \$200,312 from Altec Industries, Inc. for the Public Works Department, Traffic Division	Approval of a resolution to purchase one (1) 2023 Dodge Ram Bucket Truck for \$200,312 from Altec Industries, Inc. for the Public Works Department, Traffic Division.	Steve Ortega	Public Works
Yes		18 Jul 2022	Flexible if necessary PPT: No Presentation: Discussion: CAO has indicated this item can be approved by motion on the consent agenda	Motion	An Agreement Authorizing Brundage Bone Concrete Pumping to remove a surplus fuel tank from the property located at 4390 South Windermere St.	Consideration of an Agreement Authorizing Brundage Bone Concrete Pumping to remove a surplus fuel tank from the property located at 4390 South Windermere St.	Tim Hoos	Public Works
No		18 Jul 2022	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Motion	Award of Contract to Apex Design for Engineering Design Services on the Dartmouth Traffic Calming Corridor project.	Award of Contract to Apex Design for the Dartmouth Traffic Calming Corridor Professional Services Agreement	Sara Siggue	Public Works
Consent?		18 Jul 2022	Not Flexible, work must commence in August to be complete by end of summer season PPT: No	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
Yes		18 Jul 2022	Date is Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 2nd Reading	CB 33 - Approve 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 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	18 Jul 2022	Not Flexible PPT: Yes Presentation: 10 minutes	Bill for an Ordinance - 2nd Reading	CB 34 - Approve an ordinance authorizing ballot questions for revisions to City of Englewood's Charter	CB 34 - Pursuant to direction received from City Council on June 6, 2022, the proposed bill for an ordinance establishes ballot questions for consideration by Englewood's registered electors to amend the City Charter	Tamara Niles	City Attorney's Office
No		18 Jul 2022	Not Flexible PPT: No Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance - 2nd Reading	CB 35 - Approval of an ordinance to place two taxation-related questions on the November, 2022 ballot	CB 35 - Approval of an ordinance to place two taxation-related questions on the November, 2022 ballot	Tim Dodd	City Manager's Office
No		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
Consent?	Information and Direction	18 Jul 2022	Flexible PPT: No  I have forwarded a draft to City department heads. Based on their responses to my comments, this may require more than one ordinance if we make substantive revisions, such as implementing new city fees.	Bill for an Ordinance - 1st Reading	Consider ordinance amending municipal code sections regarding quarterly billing cycles for utility billings	Multiple municipal code sections refer to quarterly utility billing, when the City now uses a monthly billing cycle. The ordinance amends those provisions, and revises code sections further to omit unnecessary and duplicative provisions, and utility clarity and succinct language.	Tamara Niles	City Attorney's Office
	Information and Direction	25 Jul 2022	Not Flexible- needs before July PPT: No Presentation: 10 min. Discussion: 10 min.	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
	Information	25 Jul 2022	Flexible Presentation: 5 minutes Discussion: 5 minutes	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
No	Information	25 Jul 2022	Flexible 18th or 25th PPT: No Presentation: Discussion: 30 minutes	Study Session Memo	CIP Discussion	Answering any clarifying questions from City Council and recording their prioritized 2023 capital projects list.	Jackie Loh	Finance
		25 Jul 2022	Flexible PPT: No Presentation: Discussion:	Recognition	Board and Commission Member Appointment Recognition	Board and Commission Member Appointment Recognition	Jackie McKinnon	City Clerk's Office
		25 Jul 2022	Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Recognition of termed out board and commission members (3)	Jackie McKinnon	City Clerk's Office
Yes		25 Jul 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 1st Reading	CB 36 - Approve a bill for an ordinance amending Certain Public Offense Code Sections Of Englewood Municipal Code To Mirror State Statute And Ensure Compliance With Applicable Law.	CB 36 - The ordinance amends EMC sections 6-1-10, 7-6A-1, 7-6A-2, 7-6A-3, 7-6A-4, 7-6A-6, 7-6B 1, 7-6F-4, 7-6F-6, and 7-6F-9, and repeals sections 7-6F-8 and 7-7-1, in order to mirror Colorado statute and provide clarity of offenses for filing in Englewood Municipal Court.	Tamara Niles	City Attorney's Office
	Information and Direction	01 Aug 2022	Flexible PPT: Yes Presentation: 15 minute Discussion:	Study Session Memo	Financial Policies Update	Financial policies update	Jackie Loh	Finance
	Information	01 Aug 2022	Flexible PPT: No Yes Presentation: 15 minutes Discussion:	Study Session Memo	Budget Advisory Committee Annual Report Review	Budget Advisory Committee Annual Report Review	Jennifer Nolan	Finance
		01 Aug 2022	Flexible?	Executive Session	Executive Session	Utilities Water Resources MP Findings	Pieter Van Ry, Sarah Stone	Utilities
	Information	08 Aug 2022	Not Flexible PPT: No Yes Presentation: 45 minutes Discussion:	Study Session Memo	Draft Proposed 2023 Operating & Capital Budget	Draft Proposed 2023 Operating & Capital Budget	Jackie Loh	Finance
Consent?		15 Aug 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
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
Consent?		15 Aug 2022	Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 1st Reading	An Ordinance Amending Englewood Municipal Code Sections 12-1b-2, 12-2-3, 12-2-4, 12-5-5, And 12-8-9 To Remove References To Billing Cycle Terms, And To Revise Language Of Those Code Sections For Consistency In Style.	Englewood Municipal Code provides in several sections that the City shall follow quarterly billing cycles for City-provided utilities and services, but the City bills monthly. This ordinance resolves that inconsistency, and to update code for consistency, legal compliance, and brevity.	Tamara Niles	City Attorney's Office
Consent?		15 Aug 2022	Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 1st Reading	CB 37 - Approve a bill for an ordinance amending Title 11, Chapter 1b, Sections 11-1b-1 And 11-1b-2 Of Englewood Municipal Code Regarding Traffic Procedures, Definitions.	CB 37 - Englewood Municipal Code §§ 11-1b-1 and 11-1b-2 contain provisions that are largely duplicative of state rules of traffic violation procedures and definitions of misdemeanor traffic offenses. The proposed ordinance removes duplication, incorporates state procedure and model traffic code by reference, and amends those to reflect current City best practices.	Tamara Niles	City Attorney's Office
Consent?		15 Aug 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 1st Reading	CB 39 - Approve a bill for an Ordinance Amending Title 7, Chapter 1A, Section 7 1A-5 Of Englewood Municipal Code Regarding Animal Impoundment.	CB 39 - City staff requested an ordinance amending 7-1A-5 to resolve ambiguity in prior language, and to mirror state law provisions for animal impoundment to ensure compliance.	Tamara Niles	City Attorney's Office
	Information and Direction	22 Aug 2022	Flexible PPT: Yes Presentation: 10-15 min Discussion:	Study Session Memo	GoEV presentation regarding sustainability	GoEV presentation to Council regarding sustainability	Melissa Englund	City Manager's Office
	Information	22 Aug 2022	Flexible PPT: Yes Presentation: Discussion:	Study Session Memo	Innovative Housing Concepts update to Council	Innovative Housing Concepts update	Lindsay Gorzalski Hocking	
	Information and Direction	22 Aug 2022	Not Flexible PPT: Yes Presentation: 20-30 minutes Discussion:	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	22 Aug 2022	Flexible Presentation: 10 minutes Discussion:	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

