



Council Newsletter

CITY MANAGER'S NOTES August 11, 2022

Upcoming Council Meetings

August 15, 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.

August 22, 2022

The City Council Study Session will begin at 6:00 p.m. in the Community Room. 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

AUGUST

Thurs. Aug 11	Canceled	Firefighters Pension Board
	5:30 p.m.	Parks and Recreation Commission, Virtual
	Canceled	Transportation Advisory Committee, Virtual
Mon. Aug. 15	6:00 p.m.	City Council Regular Meeting, Council Chamber/Hybrid
Tues. Aug 16	6:00 p.m.	Unified Development Code Steering Committee
	7:00 p.m.	Planning & Zoning Commission
Wed. Aug. 17	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. Aug. 22	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Tues. Aug. 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
Wed. Aug 24	8:30 a.m.	Mayor Manager Meeting, Virtual
	4:30 p.m.	Englewood Downtown Development Authority, TBD

SEPTEMBER

Tues. Sept. 6	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Wed. Sept. 7	8:30 a.m.	Mayor Manager Meeting, Virtual
	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 Study Session, Community Room/Hybrid
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	8:30 a.m.	Mayor Manager Meeting, Virtual

	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Mon. Sept. 19	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. Sept. 20	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
Wed. Sept. 21	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Sept. 26	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Wed. Sept. 28	8:30 a.m.	Mayor Manager Meeting, Virtual

OCTOBER

Mon. Oct. 3	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Wed. Oct. 5	8:30 a.m.	Mayor Manager Meeting, Virtual
	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. Oct. 10	6:00 p.m.	City Council Study Session, Community Room/Hybrid
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	8:30 a.m.	Mayor Manager Meeting, Virtual
	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
Mon. Oct. 17	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. Oct. 18	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
Wed. Oct. 19	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Oct. 24	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Wed. Oct. 26	8:30 a.m.	Mayor Manager Meeting, Virtual

NOVEMBER

Wed. Nov. 2	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room/Virtual
Mon. Nov. 7	2:00 p.m.	Malley Center Trust Fund, Malley Recreation Center
	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
No	Information and Direction	15 Aug 2022	Not Flexible PPT: No Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo	Investment Policy Statement (IPS) for the City's 401(a) and 457 Retirement Plan	Staff requests City Council to review the Investment Policy Statement (IPS) for the City's 401(a) and 457 Retirement Plan	Jackie Loh	Finance
	Information	15 Aug 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion: 10 minutes	Study Session Memo	Overview of Complete Streets Initiative & Applicability to Englewood Street Network	Staff will present an overview of what complete streets is, DRCOG's efforts in this area, and how this concept can be applied in Englewood.	Maria D'Andrea	Public Works
	Information	15 Aug 2022	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo	Update on the Hampden Avenue Mobility and Safety Study	Update City Council on progress on this multi-agency study being led by the City of Englewood	Maria D'Andrea	Public Works
No		15 Aug 2022	Not Flexible PPT: no Presentation: 15 minutes Discussion:	Resolution	2022 Budget Supplemental #3	2022 Budget Supplemental #3	Jackie Loh	Finance
No		15 Aug 2022	Not Flexible PPT: No	Resolution	Resolution for the Reserve and Investment Policy	Approval of Reserve Policy and Investment Policy presented on August 1	Jackie Loh	Finance
No		15 Aug 2022	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Motion	Approval of a Contract for Security Services	Approval of a contract to provide security services for EEF and Civic Center properties. This is a Contract for Services for a not-to-exceed amount of \$ 500,000.00.	Maria D'Andrea, Melinda Goblirsch	Public Works
Yes		15 Aug 2022	Not Flexible-Budget considerations require this item be adopted sooner rather than later. PPT: Yes Presentation: 5 minutes Discussion:	Motion	Approval of Englewood Police Benefit Association (EPBA) Contract	Approval of Englewood Police Benefit Association (EPBA) Contract	Shawn Weiske	Human Resources
No		15 Aug 2022		Executive Session	Executive session for annual performance reviews of City Manager, City Attorney, and to discuss matters of attorney-client privilege regarding a specific legal dispute	Executive Session for annual review of City Attorney, City Manager; and to discuss matters of attorney-client privilege regarding a specific legal dispute	Tamara Niles	City Attorney's Office
Yes		15 Aug 2022	Flexible PPT: no Presentation: 0 Discussion:	Bill for an Ordinance – 2nd Reading	CB 42 - Approve an ordinance accepting the DOLA Special Initiative Grant	CB 42 - Approve an ordinance to accept the DOLA Special Initiative Grant	Brad Anderson	Parks, Recreation & Library
Yes		15 Aug 2022		Bill for an Ordinance – 2nd Reading	CB 43 - IGA with Arapahoe County for Coordinated Election Services	CB 43 - Approve an ordinance authorizing an IGA with Arapahoe County for Coordinated Election Services	Stephanie Carlile	City Clerk's Office
Yes		15 Aug 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	CB 36 - Approve 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
Yes		15 Aug 2022	Flexible but prefer this date PPT: No	Bill for an Ordinance – 1st Reading	CB 44 - Amending EMC Title 4, Chapter 1, Section 4-1-2 concerning the annual required adoption of the City's investment policy.	CB 44 - Approve a bill for an ordinance amending Englewood Municipal Code Title 4, Chapter 1, Section 4-1-2 concerning the annual required adoption of the City's investment policy.	Jackie Loh	Finance
Yes		15 Aug 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	CB 40 - Allow Court and Prosecution staff to hand documents to defendants and witnesses, and to authorize Court to withdraw bench warrant and instead serve summons to defendants in lieu of arrest.	CB 40 - Current municipal code authorizes only police officers to serve summons and subpoenas, and to serve warrants without converting to a summons, which requires the person to wait while an officer is summoned and appears at Court to hand documents to them. This amendment will allow Court and Prosecution staff to hand documents to defendants and witnesses, so they aren't required to wait on an officer to arrive.	Tamara Niles	City Attorney's Office
No		15 Aug 2022	Not Flexible PPT: No	Bill for an Ordinance – 1st Reading	CB 46 - Approve a bill for an ordinance amending the Off-Leash Ordinance.	CB 46 - Approve a bill for an ordinance updating the current off-leash ordinance. Removal of the word "temporary" in the description of Jason park fencing. Updating the location of off-leash from northwest to northeast area at Jason park. The remaining ordinance will remain the same.	Christina Underhill	Parks, Recreation & Library
Yes		15 Aug 2022	Maybe Flexible PPT: Yes Presentation: 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	CB 45 - IGA with the City of Centennial for a Traffic Signal System-to-System Communication Project	CB 45 - Intergovernmental Agreement with the City of Centennial to provide interconnectivity between traffic signal systems for public benefit.	Maria D'Andrea	Public Works
	Information and Direction	22 Aug 2022	Not Flexible PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo	CodeNext Update	Update city council on CodeNext project	Brad Power, Bryan Isham	Community Development
	Information and Direction	22 Aug 2022	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	Presentation on Potential Uses for Opioid Settlement Funds	Under the Colorado Memorandum of Understanding, the City's use of opioid settlement funds is limited to specific uses. This presentation will describe those limitations, and discuss whether the City wishes to retain, monitor and report usage of the funds, or instead, provide its funds to Arapahoe Regional Council to help fund a macro, county-wide response to the opioid crisis.	Tamara Niles	City Attorney's Office
	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
	Information and Direction	22 Aug 2022	Flexible - Yes, but we would like to have these presentations on the 4th Monday of each month PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo	Presentation 1, Phase II of City Charter review project: Beginning-to-end review of Charter Provisions	Because we are paying outside counsel hourly for this project, we request this item be placed first on the agenda at 6 p.m. Kathryn Sellers, outside legal consultant from Hoffmann, Parker, will be present to review a section of City Charter to determine if Council wishes to propose revisions for voter consideration.	Tamara Niles	City Attorney's Office
	Information	06 Sep 2022	Flexible-Prefer not to delay this request. The earlier we notify the council of the charges, the earlier we can finalize the 2023 operating budgets. PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo	Administrative Study Result Administrative Study Result for Charges to Enterprise Funds and Component Units	Administrative Study Result for Charges to Enterprise Funds and Component Units	Jackie Loh, Kevin Engles	Finance
	Information	06 Sep 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	Englewood Work Force Update	Provide an update to City Council on Englewood's workforce	Darren Hollingsworth	Community Development
Yes		06 Sep 2022	Flexible PPT: Yes Presentation: 5 minutes Discussion:	Resolution	Revision of the vesting period for the 401a retirement plan	Revision to the vesting period for the 401a retirement plan	Shawn Weiske	Human Resources
Yes		06 Sep 2022	Not Flexible - Prefer not. This request can be part of a consent agenda. PPT: No	Resolution	Resolution adopting the Investment Policy Statement (IPS) for the City's 401(a) and 457 Retirement Plan	Staff requests City Council to consider and adopt the Investment Policy Statement (IPS) for the City's 401(a) and 457 Retirement Plan as presented on August 15	Jackie Loh, Kevin Engles	Finance
No		06 Sep 2022	Flexible PPT: Yes Presentation: 10-15 min Discussion:	Resolution	GoEV presentation regarding sustainability	GoEV presentation to Council regarding sustainability	Melissa Englund	City Manager's Office
		06 Sep 2022	Not Flexible PPT: No Members of the Community may attend	Proclamation	Workforce Development Month Proclamation	Approval of a proclamation recognizing September as Workforce Development Month	Darren Hollingsworth	Community Development

		06 Sep 2022	Not Flexible PPT: No Members of the City's DEI Committee will be present	Proclamation	National Hispanic Heritage Month Proclamation	Proclamation acknowledging September 15- October 15 as National Hispanic Heritage Month	Tim Dodd	City Manager's Office
		06 Sep 2022	Not Flexible PPT: No Presentation: Discussion:	Motion	Approve a contract with Bridge House, contingent on the appropriation on the 15th?	Approve a contract with Bridge House, contingent on the appropriation on the 15th?	Tim Dodd	City Manager's Office
		06 Sep 2022	Flexible?	Executive Session	Executive Session	Utilities Water Resources MP findings	Pieter Van Ry, Sarah Stone	Utilities
Yes	Information and Direction	06 Sep 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
Yes		06 Sep 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
Yes		06 Sep 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
Yes		06 Sep 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Amending Englewood Municipal Code Section 5-3B-4	A Bill for an Ordinance amending Englewood Municipal Code Section 5-3B-4 to comply with State Law by eliminating alcohol licensee manager registration.	Jackie McKinnon	City Clerk's Office
	Information	12 Sep 2022	Flexible PPT: Yes Presentation: 15 Minutes Discussion: Attending: Bryan Isham, Planning Manager, Community Development Brad Power, Director, Community Development Consultant	Study Session Memo	Housing Assessment Update	Housing Assessment Update	Bryan Isham	Community Development
	Information and Direction	12 Sep 2022	Not Flexible PPT: Yes Presentation: 20 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 and Direction	12 Sep 2022	Not Flexible PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo	City Center Redevelopment Economic Impact Report	City Center Redevelopment Economic Impact Report	Brad Power, Dan Poremba	Community Development
	Information and Direction	19 Sep 2022	Flexible PPT: Yes Presentation: 5-10 minutes Discussion:	Study Session Memo	Youth Advisory Board Discussion	Discuss options for the formation of a Youth Advisory Board	Stephanie Carille, Tim Dodd	City Manager's Office
	Information	19 Sep 2022	Flexible PPT: Yes Presentation: Discussion:	Study Session Memo	Innovative Housing Concepts update to Council	Innovative Housing Concepts update	Lindsey Gorzalski Hocking	
Consent?		19 Sep 2022	Flexible PPT: No Presentation: 10 minutes Discussion:	Resolution	TEST with Sara	training with Sara	Stephanie Carille	City Clerk's Office
No		19 Sep 2022	Not Flexible PPT: No Presentation: 45 minutes Discussion:	Public Hearing	Proposed 2023 Budget Public Hearing	Proposed 2023 Budget Public Hearing	Jackie Loh	Finance
No		26 Sep 2022	Flexible PPT: No Presentation: 20 minutes Discussion:	Study Session Memo	Budget Workshop to finalize 2023 Budget (Placeholder)	Budget Workshop to finalize 2023 Budget (Placeholder)	Jackie Loh	Finance
	Information	26 Sep 2022	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	August 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the August 2022 Financial Report	Jackie Loh	Finance
	Information and Direction	26 Sep 2022	Flexible - Yes, but we would like to have these presentations on the 4th Monday of each month PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo	Presentation 2, Phase II of City Charter review project: Beginning-to-end review of Charter Provisions	Because we are paying outside counsel hourly for this project, we request this item be placed first on the agenda at 6 p.m. Kathryn Sellers, outside legal consultant from Hoffmann, Parker, will be present to review a section of City Charter to determine if Council wishes to propose revisions for voter consideration.	Tamara Niles	City Attorney's Office
	Information	03 Oct 2022	Flexible PPT: Yes Presentation: Discussion:	Study Session Memo	Strategic Plan Performance Dashboard	Presentation of a soon to go live dashboard for the public to view our progress on strategic plan performance metrics.	Tim Dodd	City Manager's Office
		03 Oct 2022	Not Flexible PPT: No Members of the City's DEI Committee will be present	Proclamation	Indigenous Peoples' Day Proclamation	Approval of a proclamation recognizing Monday, October 10 as Indigenous Peoples' Day	Tim Dodd	City Manager's Office
		03 Oct 2022	Not Flexible PPT: No Sam Watson, City Manager's Office, and Code Enforcement Team will be present	Proclamation	Code Enforcement Month Proclamation	Approval of a proclamation acknowledging October, 2022 as Code Enforcement Month	Sam Watson	Police
No		03 Oct 2022	Not Flexible PPT: No Presentation: 15 minutes Discussion:	Bill for an Ordinance – 1st Reading	2023 Budget Ordinances First Reading	2023 Budget Ordinances First Reading	Jackie Loh	Finance
Consent?		16 Oct 2022	Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	CB 41 - Approve a bill for an ordinance to repeal Englewood Municipal Code Title 12 Chapter 6 Cable TV Customer Standards (and instead, provide for them by franchise agreement)	CB 41 - Englewood Municipal Code Title 12 Chapter 6, adopted in 2004, provides policies, definitions, customer service requirements, and complaint procedures for cable TV services within the City. Instead of contained within Municipal Code, these should be contained within the franchise agreements to respond to evolving city and customer needs.	Tamara Niles	City Attorney's Office

