



Council Newsletter

CITY MANAGER'S NOTES September 2, 2022

Upcoming Council Meetings

September 5, 2022

City Offices will be closed on Monday, September 5, in observance of Labor Day.

September 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.

September 12, 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

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
	4:00 p.m.	Englewood Housing Authority, Innovative Housing Concepts
	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
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
Tues. Sept. 27	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
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
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
Tues. Oct. 25	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
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
Tues. Nov. 8	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. Nov. 9	7:00 p.m.	Board of Adjustment and Appeals, Virtual
Thurs. Nov. 10	5:30 p.m.	Parks and Recreation Commission, Virtual
	6:00 p.m.	Transportation Advisory Committee, Virtual
Mon. Nov. 14	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues. Nov. 15	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conference Room
Wed. Nov. 16	6:30 p.m.	Historic Preservation Commission, Virtual
Mon. Nov. 21	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Mon. Nov. 28	6:00 p.m.	City Council Special/Study Session, Community Room/Virtual

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information	06 Sep 2022	Flexible PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Englewood Work Force Update	Stephanie Mufic, business services manager with Arapahoe/Douglas Works, will attend the September 6 study session to provide an overview of key workforce and employment data for metro Denver.	Darren Hollingsworth	Community Development
		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
Yes		06 Sep 2022	Maybe Flexible PPT: Yes	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.	Tim Hoos	Public Works
Yes		06 Sep 2022	Flexible PPT: No	Bill for an Ordinance – 1st Reading	CB - 48 Amend Englewood Municipal Code Section 5-38-4 regarding manager registration for liquor licensees.	CB 48 - Approve a bill for an ordinance amending Englewood Municipal Code Section 5-38-4 to comply with State Law by eliminating alcohol licensee manager registration.	Jackie McKinnon	City Clerk's Office
Yes		06 Sep 2022	Flexible PPT: No	Bill for an Ordinance – 2nd 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
Yes		06 Sep 2022	Flexible but prefer this date PPT: No	Bill for an Ordinance – 2nd 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 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		06 Sep 2022	Not Flexible PPT: No	Bill for an Ordinance – 2nd Reading	CB 46 - Approve an ordinance amending the Off-Leash Ordinance.	CB 46 - Approve 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		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
Yes		06 Sep 2022	Flexible PPT: Yes	Resolution	Approve resolutions authorizing revisions 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 PPT: No Yes	Motion	Approve a contract with Bridge House	Approve a contract with Bridge House	Tim Dodd	City Manager's Office
No		06 Sep 2022	Flexible PPT: No	Bill for an Ordinance – 1st Reading	CB 47 - Approve a bill for an ordinance authorizing an IGA with Arapahoe County accepting the grant from ACOS for Bates Logan Park Improvements.	CB 47 - The Parks Department applied for a grant with Arapahoe County Open Space (ACOS) for replacement of shelter, restrooms, and site improvements at Bates Logan Park. Parks was awarded the full amount of \$500,000 on July 26, 2022. Council ordinance to accept Intergovernmental Agreement for the grant.	Adrian Torres	Parks, Recreation & Library
No		06 Sep 2022	Flexible PPT: Yes	Resolution	GoEV presentation regarding sustainability	GoEV presentation to Council regarding sustainability	Melissa Englund	City Manager's Office
No		06 Sep 2022	Not Flexible: Only meeting Director can make PPT: Yes Seven contracts in one item (approved by CAO)	Motion	Electrical, Instrumentation, and Control Improvements at Water System Facilities	Utilities staff is seeking City Council approval of a series of contracts with contractors in three distinct fields for Electrical, Instrumentation, and Control (E&I&C) improvements at the City's Water System Facilities, including the Allen Water Treatment Plant (WTP) and remote pump stations.	Pieter Van Ry	Utilities
	Information	12 Sep 2022	Flexible PPT: Yes Presentation: 15 Minutes Discussion: 30 Minutes 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: 30 minutes Would like to be last on the agenda	Study Session Memo	CityCenter Redevelopment Economic Impact Report	Informational update on Englewood CityCenter redevelopment, focusing on a presentation of the Economic and Fiscal Impact Study and Report, dated August 25, 2022, by ArLand Land Use Economics (ArLand).	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 Carlisle, 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	
No		19 Sep 2022	Not Flexible PPT: No Yes Presentation: 45 minutes Discussion:	Public Hearing	Proposed 2023 Budget Public Hearing	Proposed 2023 Budget Public Hearing	Jackie Loh	Finance
Yes		19 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
No		19 Sep 2022	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	CB 49 - Amending EMC 7-6B-6 regarding solicitation from vehicles, sidewalk obstructions	CB 49 - This ordinance proposes amendments to City Code regarding solicitation from vehicles and obstructions on streets and sidewalks.	Tamara Niles	City Attorney's Office
Yes		19 Sep 2022	PPT: No	Bill for an Ordinance – 1st Reading	CB 50 - Approve a bill for an ordinance Adding Englewood Municipal Code Section 11-4-6, designating park properties within the City	CB 50 - As directed by Citizen Ballot Initiative 300 adopted in 2013, add section of municipal code specifically designating City park properties	Tamara Niles	City Attorney's Office
No		19 Sep 2022	PPT: Yes	Bill for an Ordinance – 1st Reading	CB 51 - Approve a bill for an ordinance amending Englewood Municipal Code Title 8 Chapter 2 Section 8-2-A(B)(9) to amend temporary emergency winter weather sheltering regulations.	CB 51 - Amendment to Fire Code to expand authorized usage of temporary emergency shelters during severe weather.	Tamara Niles	City Attorney's Office
Yes		19 Sep 2022	PPT: No	Bill for an Ordinance – 1st Reading	Ordinance Approving Englewood Schools IGA regarding jointly-used property	IGA replaces November 2020 agreement that did not include joint responsibilities for Hosanna Complex	Tamara Niles	City Attorney's Office
	Information and Direction	26 Sep 2022	Not Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	EDDA 2023 Budget Presentation	EDDA 2023 Budget Presentation	Hilarie Portell	Downtown Development Authority
	Information and Direction	26 Sep 2022	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	Presentation on Boards and Commissions, Potential Solutions to Vacancies	Englewood has difficulty filling vacancies on multiple Boards and Commissions, has a Fire Pension Board but not Fire employees, and vacancies continue until next annual interview process. This presentation describes those issues, and presents potential solutions.	Tamara Niles	City Attorney's Office
	Information and Direction	26 Sep 2022	PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	Public Rights of Way Discussion	Discussion of public rights of way	Chris Edelstein, Tim Dodd, Tim Hoos	Public Works
No		26 Sep 2022	Flexible PPT: No Yes 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