



# Council Newsletter

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## CITY MANAGER'S NOTES April 13, 2023

### Upcoming Council Meetings

**April 17, 2023**

The City Council Regular Meeting will begin at 6:00pm in Council Chambers. This meeting will be held as a hybrid meeting.

**April 24, 2023**

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

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**April**

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Mon. April 17	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues. April 18	6:00 p.m.	Unified Development Code Steering Committee, Virtual
	Canceled	Planning and Zoning Commission, Virtual
Wed. April 19	8:30 a.m.	Mayor Manager Meeting, Virtual
	Canceled	Code Enforcement Advisory Committee
	6:30 p.m.	Historic Preservation Commission/Virtual
Mon. April 24	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues. April 25	5:15 p.m.	Budget Advisory Committee
Wed. April 26	8:30 a.m.	Mayor Manager Meeting, Virtual

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**May**

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Mon. May 1	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues. May 2	6:00 p.m.	Unified Development Code Steering Committee, Virtual
	7:00 p.m.	Planning and Zoning Commission, Virtual
Wed. May 3	8:30 a.m.	Mayor Manager Meeting, Virtual
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf-Room
Mon. May 8	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues, May 9	5:00 p.m.	Water & Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
	7:00 p.m.	Library Board, TBD
Wed. May 10	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals/Virtual
Mon. May 15	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues. May 16	6:00 p.m.	Unified Development Code Steering Committee, Virtual

	7:00 p.m.	Planning and Zoning Commission, Virtual
Wed. May 17	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Code Enforcement Advisory Committee
Mon. May 22	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues. May 23	5:15 p.m.	Budget Advisory Committee
Wed. May 24	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission/Virtual

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## June

Mon. June 5	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues. June 6	6:00 p.m.	Unified Development Code Steering Committee, Virtual
	7:00 p.m.	Planning and Zoning Commission, Virtual
Wed. June 7	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority
Thurs. June 8	6:00 p.m.	Transportation Advisory Committee
Mon. June 12	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues, June 13	5:00 p.m.	Water & Sewer Board, Virtual
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
	7:00 p.m.	Library Board, TBD
Wed. June 14	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals/Virtual
Mon. June 19	6:00 p.m.	City Council Regular Meeting, Council Chambers/Virtual
Tues. June 20	6:00 p.m.	Unified Development Code Steering Committee, Virtual
	7:00 p.m.	Planning and Zoning Commission, Virtual
Wed. June 21	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission/Virtual
Mon. June 26	6:00 p.m.	City Council Study Session, Community Room/Virtual
Tues. June 27	5:15 p.m.	Budget Advisory Committee

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## July

Consent	Study Session Guidance	Meeting Date	Notes	Item Type	Report Title	Description	Staff Responsible	Department/Group
	Information and Direction	17 Apr 2023	Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo	Non-Enterprise Fund Capital Project Prioritization	As requested and discussed at a Council meeting, the City Manager's Office, Finance Department, Public Works Department, and Parks, Recreation, Library, and Golf staff will be present to discuss non-enterprise fund capital project prioritization and potential use of the unassigned fund balance for capital needs.	Christina Underhill, Jackie Loh, Tim Dodd, Victor Rachael	City Manager's Office
	Information and Direction	17 Apr 2023	Somewhat Flexible PPT: No Presentation: 5 minutes Discussion: 10 minutes	Study Session Memo	Consideration for Citizen of the Year	Council will review 2023 Citizen of the Year nominations and select the 2023 Citizen of the Year.	Madeline Hinkfuss	Communications
No		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Resolution	Resolution opposing Senate Bill 23-213	A resolution opposing Senate Bill 23-213, Statewide Land Use and Zoning Preemptions	Tim Dodd	City Manager's Office
		17 Apr 2023	Flexible PPT: No Presentation: 15 minutes Discussion:	Recognition	Elevate Englewood Graduation	Participants from the 2023 Elevate Englewood Leadership Academy will be awarded certificates. A brief reception may occur before the meeting.	Shawn Lewis	City Manager's Office
		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	United States Marine Corps Memorial Day	United States Marine Corps Memorial Day		
		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Earth Day Proclamation	Earth Day Proclamation	Tim Dodd	City Manager's Office
		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Small Business Week Proclamation	Small Business Week Proclamation	Tim Dodd	City Manager's Office
Yes		17 Apr 2023	Flexible PPT: Yes Presentation: Discussion:	Motion	2023 Slurry Seal Project	Motion to approve a contract with A-1 Chipseal for the 2023 Slurry Seal Project in Pavement Maintenance Zone 1.	Devin Keener	Public Works
Yes		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Motion	Pirates Cove Food Vendor	The Pirates Cove Concession Food Vendor needs approval due to the anticipated expenditure will be \$102,000	Brad Anderson, Kris Davison	Parks, Recreation & Library
No		17 Apr 2023	Flexible PPT: Yes Presentation: Discussion:	Motion	Adoption of Electric Vehicle (EV) Action Plan	Consider adoption of the Electric Vehicle (EV) Action Plan	Melissa Englund	City Manager's Office
Yes		17 Apr 2023	Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	CB 20 - Redistricting	CB 20 - Redistricting	Stephanie Carille	City Clerk's Office
No		17 Apr 2023	Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	Council Bill amending City's Short Term Rental regulations	Council bill incorporating study session direction, proposing amendments to City's short term rental regulations	Tamara Niles	City Attorney's Office
	Information and Direction	24 Apr 2023	Flexible PPT: Yes Presentation: 20 minutes Discussion: 10 minutes	Update	PRLG Bond Initiative Proposal	To give Council perspective projects for a proposed bond initiative	Brad Anderson	Parks, Recreation & Library
	Information and Direction	24 Apr 2023	Not Flexible PPT: Yes Presentation and Discussion: 1.5 hours	Update	Review Preliminary 2024 Capital Projects List with City Council and Boards, Commissions, and Committees	Review Preliminary 2024 Capital Projects List with City Council and Boards, Commissions, and Committees	Jackie Loh	Finance
	Information	24 Apr 2023	***Waiting on confirmation on date from presenter. PPT: Probably Presentation: 20 minutes Discussion: 15 minutes	Study Session Memo	Presentation by Arapahoe County Representatives regarding Arapahoe County Regional Opioid Council	Michelle Halstead, Director Arapahoe County Commissioners' Office, requested a study session to present to City Council on the Arapahoe County (Region 9) Opioid Council.	Tamara Niles	City Attorney's Office
	Information and Direction	24 Apr 2023	Flexible - Yes, but we would like to have these presentations on the 4th Monday of each month PPT: Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo	6th and Final Presentation, Phase II of City Charter review project: Beginning-to-end review of Charter Provisions	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	24 Apr 2023	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo	March 2023 Monthly Financial Report	March 2023 Monthly Financial Report	Jackie Loh	Finance
	Information	01 May 2023	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	Presentation by Colorado Housing and Finance Authority (CHFA)	Representatives from CHFA will provide an overview of the low income housing tax credit (LIHTC) program and its impact in the city.	Brad Power, Nancy Fenton	Community Development
Consent?		01 May 2023	Not Flexible PPT: Yes Presentation: 30 minutes Discussion:	Resolution	2023 Budget Supplemental #2 – Personnel Inflationary Adjustment	2023 Budget Supplemental #2 – Personnel Inflationary Adjustment	Jackie Loh, Shawn Lewis, Shawn Weiske, Tim Dodd	City Manager's Office, Finance, Human Resources
		01 May 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Public Service Week	Public Service Week	Tim Dodd	City Manager's Office
		01 May 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	National Asian American and Pacific Islander Heritage Month Proclamation	National Asian American and Pacific Islander Heritage Month Proclamation	Tim Dodd	City Manager's Office
Yes		01 May 2023	Not Flexible PPT: No Presentation: Discussion:	Motion	Removal of a Parks and Recreation Commission (PRC) Member	Removal of a Parks and Recreation Commission (PRC) Member	Debby Severa	Parks, Recreation & Library
Yes		01 May 2023	Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Old Hampden Complete Streets IGA	Intergovernmental agreement with CDOT to facilitate DRCOG grant for complete streets project.	Rachel Grafman, Tim Hoos	Public Works
Yes		01 May 2023	Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	First Reading of Code Adoption for Building and Fire	Reading of Code Adoption for Building and Fire	Karen Montanez, Mike Smith	Community Development, Fire Marshal's Office
		08 May 2023	Flexible PPT: No There will not be a staff presentation. Time will be council/committee discussion only. ****This item should go right before the CodeNext item.	Update	Joint Session with UDC Steering Committee and City Council	Council requested a joint session with the UDC Steering Committee to discuss CodeNext process	Brad Power, Brook Bell, Bryan Isham	Community Development
	Information	08 May 2023	Flexible as long as it is after May 8th PPT: Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo	Court Presentation	Court Presentation by Judge Joe Jefferson including Separation of Powers	Joe Jefferson, Kennetha Julien	Municipal Court
		08 May 2023	Not Flexible PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo	CityCenter - LNR Discussion	Staff is seeking council direction on discussions with LNR	Brad Power, Dan Poremba	Community Development
	Direction	08 May 2023	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo	CodeNext - Housing Follow up	Follow-up to March 13 study session on housing as it pertains to CodeNext	Bryan Isham	Community Development
	Information and Direction	08 May 2023	Flexible PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo	Victim's Compensation Funds: victim compensation mechanisms for consideration in Englewood	City Council requested information on a possible uncompensated victims fund in Englewood, to provide financial assistance to victims of crime in our community. This study session describes various victim compensation mechanisms in other jurisdictions.	Ian Griffin	City Attorney's Office
Yes		15 May 2023	Somewhat Flexible PPT: Yes Presentation: Discussion:	Motion	Award of a Contract for Services with Iron Woman Construction and Environmental Services, LLC for On-call General Construction Services	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Iron Woman Construction and Environmental Services, LLC (Iron Woman) for on-call general construction services in an amount not to exceed \$250,000.	Josh Roach, Pieter Van Ry	Utilities
	Information	22 May 2023	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	April 2023 Monthly Financial Report	April 2023 Monthly Financial Report	Jackie Loh	Finance

	Information	05 Jun 2023	Not Flexible PPT: No Yes Discussion: 60 minutes	Study Session Memo	Arapahoe County Commissioners meeting with City Council	The County Commissioners and City Council will provide updates and discuss shared topics of interest.	Christa Graeve	City Manager's Office
Consent?		05 Jun 2023	Not Flexible PPT: Yes Presentation: Discussion:	Resolution	2022 year-end budget supplemental	We need the council's approval for additional appropriations for several funds and departments based on the unaudited financials. In addition, as one of the council members requested, we will review the unused funding returned to the Unassigned Fund Balance by departments.	Jackie Loh	Finance
		05 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Pollinator Month Proclamation	Pollinator Month Proclamation	Tim Dodd	City Manager's Office
		05 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Juneteenth Proclamation	Juneteenth Proclamation	Tim Dodd	City Manager's Office
		05 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Pride Month Proclamation	Pride Month Proclamation	Tim Dodd	City Manager's Office
	Information	12 Jun 2023	Flexible Presentation: 10 minutes Discussion:	Study Session Memo	December 2022 Monthly Financial Report	Finance Director Jackie Loh to review with City Council the December 2022 Financial Report	Jackie Loh	Finance
		12 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Study Session Memo	Board and Commission Interviews	Board and Commission Interviews	Jackie McKinnon	City Clerk's Office
		13 Jun 2023	Not Flexible PPT: No Yes Presentation: Discussion:	Study Session Memo	Board and Commission Interviews	Board and Commission Interview - 2nd night only if needed.	Jackie McKinnon	City Clerk's Office
		19 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Resolution	Resolution appointing members to various boards, commissions, and committees.	Resolution appointing members to various boards, commissions, and committees.	Jackie McKinnon	City Clerk's Office
		19 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Parks and Recreation Month Proclamation	Parks and Recreation Month Proclamation	Tim Dodd	City Manager's Office
		19 Jun 2023	Not Flexible PPT: No Presentation: Discussion:	Proclamation	Liberty Day (July 4th) Proclamation	Liberty Day (July 4th) Proclamation	Tim Dodd	City Manager's Office
		19 Jun 2023	Flexible - Yes, but first reading of a ballot question ordinance needs to comply with the schedule for ballot questions. This date was chosen based on the assumption that City Council would again cancel the first two meetings in July. PPT: Yes Presentation: Discussion:	Bill for an Ordinance - 1st Reading	First reading of Ordinance establishing ballot questions to revise City Charter, pursuant to Phase II of the Charter Review Project	After 6 presentations reviewing City Charter from beginning to end, this ordinance creates ballot questions for voters to consider in making substantive changes to the City Charter  Because we are paying outside counsel hourly for this project, we request this item be placed first on the agenda	Tamara Niles	City Attorney's Office
	Information and Direction	26 Jun 2023	Not Flexible PPT: Yes Presentation: 1.5 hours Discussion:	Study Session Memo	Review Preliminary 2024 Operating & Staff Prioritized Capital Requests	Review Preliminary 2024 Operating & Staff Prioritized Capital Requests	Jackie Loh	Finance
	Information	26 Jun 2023	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	May 2023 Monthly Financial Report	May 2023 Monthly Financial Report	Jackie Loh	Finance
		17 Jul 2023	Not Flexible PPT: Yes Presentation: Discussion:	Recognition	Board and Commission Member Appointment Recognition	Board and Commission Member Appointment Recognition	Jackie McKinnon	City Clerk's Office
	Information	24 Jul 2023	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo	June 2023 Monthly Financial Report	June 2023 Monthly Financial Report	Jackie Loh	Finance