

Council Newsletter

CITY MANAGER'S NOTES September 22, 2023

Upcoming Council Meetings

September 25, 2023

The City Council Special Meeting will begin at 6:00pm in the Community Room.

October 2, 2023

The City Council Regular Meeting will begin at 6:00pm in Council Chambers.

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

CITY OF ENGLEWOOD 2023 CALENDAR OF EVENTS



		September
Mon, September 25	6:00 p.m.	City Council Special Meeting, Community Room
		Sustainability Sub-Committee, Virtual
Tues. September 26	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf-Room
Wed. September 27	8:30 a.m.	Mayor Manager Meeting, Virtual
	4:30 p.m.	Downtown Development Authority, Malley Recreation Center
	6:00 p.m.	Youth Advisory Board, Council Chambers
		October
Mon, October 2	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. October 3	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. October 4	8:30 a.m.	Mayor Manager Meeting, Virtual
	5:45 p.m.	Cultural Arts Commission
Thurs, October 5	TBD	Englewood Environmental Foundation
Mon, October 9	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Tues, October 10	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. October 11	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. October 12	5:30 p.m.	Parks and Recreation Commission, Englewood Rec Center
Mon, October 16	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. October 17	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. October 18	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission/Virtual
Mon, October 23	6:00 p.m.	City Council Study Session, Community Room/Hybrid

Tues. October 24	5:15 p.m.	Budget Advisory Committee
Wed. October 25	8:30 a.m.	Mayor Manager Meeting, Virtual

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Wed. November 1	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority
Mon. November 6	2:00 p.m.	Malley Center Trust Fund, Malley Recreation Center
	6:00 p.m.	City Council Regular Meeting, Council Chambers/Hybrid
Tues. November 7	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. November 8	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. November 9	5:30 p.m.	Parks and Recreation Commission, Broken Tee Golf Course
	6:00 p.m.	Transportation Advisory Committee
Mon, November 13	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Tues, November 14	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

November

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	7:00 p.m.	Library Board, TBD
Wed. November 15	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission/Virtual
Tues. November 21	5:15 p.m.	Budget Advisory Committee *changed to 3 rd Tues. of month
	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Mon, November 27	6:00 p.m.	City Council Study Session, Community Room/Hybrid
Wed. November 29	8:30 a.m.	Mayor Manager Meeting, Virtual

Mon, December 4 6:00 p.m. City Council Regular Meeting, Council Chambers/Hybrid Wed. December 6 8:30 a.m. Mayor Manager Meeting, Virtual 11:00 a.m. Liquor and Marijuana Licensing Authority Mon, December 11 6:00 p.m. City Council Study Session, Community Room/Hybrid Tues, December 12 5:00 p.m. Water & Sewer Board, Virtual

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
Weeting Date	Information	Not Flexible	Study Session Memo	Consent	August 2023 Monthly Financial	Director of Finance Jackie Loh will	Jackie Loh	Finance
25 Sep 2023		PPT: Yes Presentation: 10 minutes Discussion: 5 minutes			Report	be present to review the Monthly Financial Report		
	Information and Direction	Not Flexible PPT: Yes	Study Session Memo		EDDA Proposed 2024 Budget	Englewood Downtown Development Authority (EDDA)	Hilarie Portell	Downtown Development Authority
25 5 2022		Presentation: 10 minutes				Proposed 2024 Budget		
25 Sep 2023	Information and Direction	Not Flexible	Study Session Memo		CIP Prioritization Process	Presentation Staff and Stantec (contractor) will	Jackie Loh, Tim Dodd	City Manager's Office, Finance
		PPT: Yes Presentation: 15 minutes			Recommendations	provide Council with an update of the review of the CIP prioritization		
		Discussion: 30 minutes				process and recommendations for		
25 Sep 2023						modifications		
	Direction	Not Flexible PPT: No	Study Session Memo		Interviews for Affordable Housing Task Force - Round 2	Interviews for Affordable Housing Task Force - Round 2	Nancy Fenton, Tim Dodd	City Manager's Office, Community Development
25 Sep 2023		1.5 hours total time needed Flexible	Proclamation		Library Card Sign Up Month	Library Card Sign Up Month	Bethany Lafferty, Christina	Parks, Recreation & Library
25 Sep 2023		PPT: No Yes Presentation:			Proclamation	Proclamation	Underhill	,
23 3ep 2023		Discussion: PPT: Yes	Bill for an Ordinance – 2nd	No	Second Reading for Case 2020-09,	Second Reading for Case 2020-09,	Bryan Isham	Community Development
25 Sep 2023		Presentation: Discussion:	Reading		Unified Development Code	Unified Development Code		
		Flexible PPT: No	Bill for an Ordinance – 2nd Reading	Yes	CB-50 Amending Englewood Municipal Code to reflect new	State law amended the definition of serious bodily injury, and the	Tamara Niles	City Attorney's Office
		Presentation: Discussion:			state definition of serious bodily injury	proposed ordinance amends various sections of municipal code		
		DISCUSSION.			injury	to reflect this new definition.		
25 Sep 2023		Not Flexible	Bill for an Ordinance – 2nd	Yes	CB-41 IGA with Arapahoe County	The Parks Department applied for	Adrian Torres, Brad Anderson,	Parks, Recreation & Library
		PPT: Yes Presentation:	Reading		accepting the grant from ACOS for Bates Logan Phase 2	a grant from Arapahoe County Open Space (ACOS) for	Christina Underhill	
		Discussion:				replacement of the playground		
						and site improvements at Bates Logan Park. Parks was awarded		
						the full amount of \$600,000 on July 25, 2023. Council ordinance to		
1						accept an Intergovernmental Agreement (IGA) with Arapahoe		
25 Sep 2023		Flexible	Bill for an Ordinance – 2nd	Yes	CB-51 Intergovernmental	County for the grant. Intergovernmental Agreement	John Voboril	Community Development
		PPT: No	Reading		Agreement between the City of	(IGA) between the City of	JOHN VOLOTII	Community Development
		Presentation: Discussion:			Englewood and Arapahoe County Board of Commissioners	Englewood and Arapahoe County for the Arapahoe Countywide		
25 Sep 2023						Transit and Micromobility Study		
		Not Flexible	Resolution	No.	Resolution to approve a contract	Resolution to approve a contract	Rachel Grafman, Tim Hoos	Public Works
		PPT: Yes	Resolution	NO	with Insituform Technologies for	with Insituform Technologies for	Racnel Grafman, 11m Hoos	PUBLIC WORKS
		Presentation: Discussion:			the South Englewood Flood Reduction Site A project.	the South Englewood Flood Reduction Site A project.		
						Insituform Technologies was the		
						low bidder of two (2) bids for the		
02 Oct 2023						Invitation to Bid 23-029. Their bid was \$3.484.022.00.		
		Flexible PPT:Yes	Resolution	No	Resolution for the 2024 City of Englewood Fee and Rate Schedule	To review changes to the 2024 City of Englewood Fee and Rate	Jackie Loh	Finance
02 Oct 2023		Presentation: Discussion:				Schedule		
OL OCC LOLD		Discussion.	Recognition		Recognition of the Englewood	Recognition of the Englewood	Sam Watson	Police
					Police Department for taking the One Mind Campaign Pledge,	Police Department for taking the One Mind Campaign Pledge,		
02 Oct 2023					sponsored by the International Association of Chiefs' of Police	sponsored by the International Association of Chiefs' of Police		
			Recognition		Recognition of the Englewood Police Department for receiving	Recognition of the Englewood Police Department for receiving	Sam Watson	Police
02 Oct 2023					Accreditation by the Colorado	Accreditation by the Colorado		
02 001 2023		Not Flexible	Proclamation		Association of Chiefs of Police Code Enforcement Month	Association of Chiefs of Police Code Enforcement Month	Tim Dodd	City Manager's Office
		PPT: No Presentation:						
02 Oct 2023		Discussion: Not Flexible	Proclamation		Indigenous Peoples Day	Indigenous Peoples Day	Tim Dodd	City Manager's Office
		PPT: No Presentation:			Proclamation	Proclamation		,
02 Oct 2023		Discussion:						
		Not Flexible PPT: No	Proclamation		Breast Cancer Awareness Month Proclamation	Breast Cancer Awareness Month Proclamation	Tim Dodd	City Manager's Office
02 Oct 2023		Presentation: Discussion:						
		Not Flexible	Motion	No	EDDA Proposed 2024 Budget	EDDA Proposed 2024 Budget	Hilarie Portell	Downtown Development Authority
		PPT: No Yes Presentation:			Approval	Approval by Motion		
02 Oct 2023		Discussion: Flexible: This item may go forward	Motion	Yes	Award of contract for purchase of	Contract to purchase a new	Brad Anderson, Christina Underhill	
		on 9/25 or 10/2 PPT: Yes			a new electric train	electric train from Chance Rides LLC		
02 Oct 2023		Presentation:						
Oct 1023		Discussion: Not Flexible	Motion	No	Resolution to approve a contract	Resolution to approve a contract	Rachel Grafman, Tim Hoos	Public Works
1		PPT: Yes Presentation:			with American Civil Constructors for the South Englewood Flood	with American Civil Constructors for the South Englewood Flood		
1		Discussion:			Reduction Site B project	Reduction Site B project.		
1						American Civil Constructors was the low bidder of three (3) bids for		
03.0+3033						the Invitation to Bid 23-024. Their		
02 Oct 2023		Not Flexible	Motion	Yes			Shawn Weiske	Human Resources
		PPT: No Presentation:			of Englewood (Group #47057) and Kaiser Foundation Health Plan of	between City of Englewood (Group #47057) and Kaiser Foundation		
02 Oct 2023		Discussion:			Colorado	Health Plan of Colorado		
		Not Flexible	Bill for an Ordinance – 2nd	No	CB-53 Ordinance designating City		Tamara Niles	City Attorney's Office
		PPT: Yes Presentation: 5 minutes	Reading		Manager's contracting authority in the event City Council lacks a	that cannot be delayed can be		
1		Discussion:			quorum	approved by City staff with council member oversight, in the event the		
1						October 3 recall elections recall 3 council members.		
02 Oct 2023		Aug 31	eur eur	W	CD CT 2024 D. J			
		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-65 2024 Budget Ordinances Second Reading	2024 Budget Ordinances First Reading (4 of 5)	Jackie Loh	Finance
02 Oct 2023					(South Platte Renew 2024 Budget)			
		Flexible PPT: No	Bill for an Ordinance – 2nd Reading	Yes	CB-48 Amending Englewood Municipal Code to reflect new	Colorado law changed the state art gallery permit to a retail	Tamara Niles	City Attorney's Office
		Presentation:			state name for art gallery permit,	establishment permit, and this		
		Discussion:			update state law references	ordinance corrects that reference along with updating references to		
02 Oct 2023						2018 state law.		

		Not Flexible	Bill for an Ordinance – 2nd	Yes		This is an ordinance authorizing an	Vance Fender	Police
		PPT: No	Reading		Police and Douglas County Sheriff regarding use of an armored	Intergovernmental Agreement between the City of Englewood		
					critical incident vehicle	and the Douglas County Sheriff's		
						Office regarding the use of a UASI		
						federal resource in "The Rook" armored critical incident rescue		
02 Oct 2023						vehicle.		
		Somewhat Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-59 Agreements and Temporary Construction Easement for	Developer, Sanitary Sewer	Pieter Van Ry, Sarah Stone	Utilities
		Presentation:	5		McBroom Ditch Crossing	Connector Districts and McBroom		
		Discussion:				Ditch Company for the Installation of Water and Sanitary Sewer		
02 Oct 2023						Services.		
		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-58 Ordinance Approving City Ditch Crossing Agreements with	City Ditch Crossing License Agreement and Temporary	Pieter Van Ry, Sarah Stone	Utilities
		Presentation:	neuung		Littleton	Construction Easement for		
02 Oct 2023		Discussion:				Replacement of a Sanitary Sewer Main.		
02 000 2023		Not Flexible	Bill for an Ordinance – 2nd	Yes	CB-57 Amendment to Water	Ordinance to approve amendment	Pieter Van Ry, Sarah Stone	Utilities
		PPT: Yes Presentation:	Reading		Infrastructure Financing and Innovation Act Water Loan	to Water Infrastructure Financing and Innovation Act Water Loan.		
02 Oct 2023		Discussion:						
		Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	No	CB-32 Ordinance banning live dog and cat sales at retail	At citizen request, the City Attorney's Office engaged	Tamara Niles	City Attorney's Office
		Presentation:	Reading		allu Cat Sales at Fetali	stakeholders and drafted		
02 Oct 2023		Discussion:				legislation banning dog and cat		
02 001 2023		Flexible	Bill for an Ordinance – 2nd	Yes	CB-55 MOU with Englewood	sales at retail. EDDA desires to contribute funds	Tamara Niles	City Attorney's Office
		PPT: No	Reading		Downtown Development Authority			
		Presentation: 2 minutes Discussion:			to Authorize Acceptance of EDDA funds for City Community	City community improvement projects. In order to accept these		
					Improvement Projects	funds, staff recommends a MOU		
						with EDDA to ensure mutual understanding by the parties		
03.0+.3022						regarding the arrangement.		
02 Oct 2023		Not Flexible	Bill for an Ordinance – 2nd	Yes	CB-64 2024 Budget Ordinances	2024 Budget Ordinances First	Jackie Loh	Finance
		PPT: Yes	Reading		First Reading (South Platte Renew 2024	Reading (5 of 5)		
02 Oct 2023					Appropriation)			
		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Consent?	CB-62 2024 Budget Ordinances First Reading	2024 Budget Ordinances First Reading (2 of 5)	Jackie Loh	Finance
		FF1. 163	neading		(City of Englewood 2024	ineading (2 or 3)		
02 Oct 2023		Not Flexible	Bill for an Ordinance – 2nd	Yes	Appropriation) CB-63 2024 Budget Ordinances	2024 Budget Ordinances First	Jackie Loh	Finance
		PPT: Yes	Reading		First Reading	Reading (3 of 5)	Juckie Loii	THURSE
02 Oct 2023					(City of Englewood 2024 Property Tax Mill Levies)			
		Not Flexible	Bill for an Ordinance – 2nd	Yes	CB-61 2024 Budget Ordinances	2024 Budget Ordinances First	Jackie Loh	Finance
02 Oct 2023		PPT: Yes	Reading		First Reading (City of Englewood 2024 Budget)	Reading (1 of 5)		
		Not Flexible	Bill for an Ordinance – 1st Reading	Consent?	CB - 66 Easement and Temporary	Public Service Company (Xcel	Adrian Torres, Andrea Weaver	Parks, Recreation & Library
		PPT: Yes Presentation:			Construction Easement (Staging Yard) both covering a portion of	Energy) is requesting permission to rebuild the natural gas regulator		
		Discussion:			Section 34, Township 4 South,	station at Bates Logan Park.		
					Range 68 West, Arapahoe County, State of Colorado			
02 Oct 2023					Range 68 West, Arapahoe County, State of Colorado			
02 Oct 2023	Information and Direction	Not Flexible	Study Session Memo			Big Dry Creek Diversion Project	Pieter Van Ry	Utilities
02 Oct 2023	Information and Direction	PPT: Yes	Study Session Memo		State of Colorado	Big Dry Creek Diversion Project Updates.	Pieter Van Ry	Utilities
02 Oct 2023 16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion:			State of Colorado Big Dry Creek Diversion Project Updates	Updates.	,	
	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible	Study Session Memo		State of Colorado Big Dry Creek Diversion Project	Updates. Q3 2023 Budget Supplemental	Pieter Van Ry Jackie Loh	Utilities
16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 minutes			State of Colorado Big Dry Creek Diversion Project Updates	Updates.	,	
	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes			State of Colorado Big Dry Creek Diversion Project Updates	Updates. Q3 2023 Budget Supplemental	Jackie Loh	
16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 minutes Discussion: Not Flexible PPT: Yes	Resolution		State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities	,	Finance
16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 biscussion: Not Flexible PPT: Yes Presentation: Discussion:	Resolution		State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities Office Improvements	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities Office Improvements	Jackie Loh	Finance Utilities
16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Readile PPT: Yes Presentation: 10 minutes Discussion: Not Readile PPT: Yes PPT: Yes PPT: Yes PPT: Yes PRESENTATION: Discussion: Flexible if its moved back.	Resolution	Consent?	State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities Office Improvements Quarter Three 2023 Strategic Plan	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities Office Improvements Staff will present a progress	Jackie Loh	Finance
16 Oct 2023 16 Oct 2023 16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 biscussion: Not Flexible PPT: Yes Presentation: Discussion:	Resolution Motion	Consent?	State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities Office Improvements	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities Office Improvements	Jackie Loh Pieter Van Ry, Sarah Stone	Finance Utilities
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16 Oct 2023 16 Oct 2023 16 Oct 2023 16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Rebible PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: Discussion: Reside if it is moved back. PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: 10 minutes	Resolution Motion Motion		State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities Office Improvements Quarter Three 2023 Strategic Plan Update Denver Water Interconnect	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities Office Improvements Staff will present a progress update to Council on quarter three, 2023 of the City of Englewood Strategic Plan Denver Water Interconnect	Jackie Loh Pieter Van Ry, Sarah Stone Tim Dodd	Finance Utilities City Manager's Office
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16 Oct 2023 16 Oct 2023 16 Oct 2023 16 Oct 2023	Information and Direction	PPT: Yes Presentation: 5 minutes Discussion: Not Flexible PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: Discussion: Flexible if it is moved back. PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: 10 minutes Discussion: Not Rebible PPT: Yes Presentation: Discussion: Not Rebible	Resolution Motion Motion		State of Colorado Big Dry Creek Diversion Project Updates Budget Supplemental #5 Construction Manager / General Contractor Agreement for Utilities Office Improvements Quarter Three 2023 Strategic Plan Update Denver Water Interconnect Intergovernmental Agreement	Updates. Q3 2023 Budget Supplemental Request Resolution Construction Manager / General Contractor Agreement for Utilities Office Improvements Staff will present a progress update to Council on quarter three, 2023 of the City of Englewood Strategic Plan Denver Water Interconnect	Jackie Loh Pieter Van Ry, Sarah Stone Tim Dodd	Finance Utilities City Manager's Office
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