



Council Newsletter

CITY MANAGER'S NOTES September 29, 2023

Upcoming Council Meetings

October 2, 2023

The City Council Regular Meeting will begin at 7:00pm in Council Chambers.

October 9, 2023

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

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**



October

Mon, October 2	7:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. October 3	CANCELLED	Planning and Zoning Commission, Council Chambers
Wed. October 4	8:30 a.m.	Mayor Manager Meeting, Virtual
	4:00 p.m.	Englewood Housing Authority, 3460 South Sherman #203
	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
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
	6:00 p.m.	Code Enforcement Advisory Committee, 3615 S. Elati
	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

November

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
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

December

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
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
	7:00 p.m.	Library Board, TBD
Wed. December 13	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Mon, December 18	6:00 p.m.	City Council Regular Meeting, Council Chambers

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
02 Oct 2023		Flexible PPT: Yes Presentation: Discussion:	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 Schedule	Jackie Loh	Finance
02 Oct 2023		Flexible: This item may go forward on 9/25 or 10/2 PPT: Yes Presentation: Discussion:	Resolution	Yes	Award of contract for purchase of a new electric train	Contract to purchase a new electric train from Chance Rides LLC	Brad Anderson, Christina Underhill	Parks, Recreation & Library
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Resolution	Yes	Letter of Agreement between City of Englewood (Group #47057) and Kaiser Foundation Health Plan of Colorado	Approve the Letter of Agreement between City of Englewood (Group #47057) and Kaiser Foundation Health Plan of Colorado	Shawn Weiske	Human Resources
02 Oct 2023		Not Flexible PPT: No Presentation: 2 minutes Discussion:	Resolution	Yes	Resolution withdrawing appointment of Associate Municipal Judge Jonathan Lucero, so that he may serve as Independent Municipal Court Prosecutor	City Council appointed Jonathan Lucero to the City's Associate Municipal Judge panel in 2020; City Council must withdraw that appointment in order for him to serve as the Municipal Court Prosecutor	Tamara Niles	City Attorney's Office
02 Oct 2023			Recognition		Recognition of the Englewood Police Department for taking the One Mind Campaign Pledge, sponsored by the International Association of Chiefs of Police	Recognition of the Englewood Police Department for taking the One Mind Campaign Pledge, sponsored by the International Association of Chiefs of Police	Sam Watson	Police
02 Oct 2023			Recognition		Recognition of the Englewood Police Department for receiving Accreditation by the Colorado Association of Chiefs of Police	Recognition of the Englewood Police Department for receiving Accreditation by the Colorado Association of Chiefs of Police	Sam Watson	Police
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Conflict Resolution Month	Conflict Resolution Month		
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Code Enforcement Month	Code Enforcement Month	Tim Dodd	City Manager's Office
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Indigenous Peoples Day Proclamation	Indigenous Peoples Day Proclamation	Tim Dodd	City Manager's Office
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Breast Cancer Awareness Month Proclamation	Breast Cancer Awareness Month Proclamation	Tim Dodd	City Manager's Office
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Motion	No	EDDA Proposed 2024 Budget Approval	Englewood Downtown Development Authority (EDDA) Proposed 2024 Budget Approval by Motion	Hilarie Portell	Downtown Development Authority
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Motion to approve a contract with Insituform Technologies for the South Englewood Flood Reduction Site A project.	Motion to approve a contract with Insituform Technologies for the South Englewood Flood Reduction Site A project. Insituform Technologies was the low bidder of two (2) bids for the Invitation to Bid 23-029. Their bid was \$3,484,022.00.	Rachel Grafman, Tim Hoos	Public Works
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Motion to approve a contract with American Civil Constructors for the South Englewood Flood Reduction Site B project	Motion to approve a contract with American Civil Constructors for the South Englewood Flood Reduction Site B project. American Civil Constructors was the low bidder of three (3) bids for the Invitation to Bid 23-024. Their bid was \$18,255,337.66.	Rachel Grafman, Tim Hoos	Public Works
02 Oct 2023		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	CB-53 Ordinance designating City Manager's contracting authority in the event City Council lacks a quorum	This ordinance provides a mechanism whereby City contracts that cannot be delayed can be approved by City staff with council member oversight, in the event the October 3 recall elections recall 3 council members	Tamara Niles	City Attorney's Office
02 Oct 2023		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-50 Amending Englewood Municipal Code to reflect new state definition of serious bodily injury	State law amended the definition of serious bodily injury, and the proposed ordinance amends various sections of municipal code to reflect this new definition.	Tamara Niles	City Attorney's Office
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-41 IGA with Arapahoe County accepting the grant from ACOS for Bates Logan Phase 2	The Parks Department applied for a grant from Arapahoe County Open Space (ACOS) for 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 accept an Intergovernmental Agreement (IGA) with Arapahoe County for the grant.	Adrian Torres, Brad Anderson, Christina Underhill	Parks, Recreation & Library
02 Oct 2023		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-51 Intergovernmental Agreement between the City of Englewood and Arapahoe County Board of Commissioners	Intergovernmental Agreement (IGA) between the City of Englewood and Arapahoe County for the Arapahoe Countywide Transit and Micromobility Study	John Voboril	Community Development
02 Oct 2023		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-48 Amending Englewood Municipal Code to reflect new state name for art gallery permit, update state law references	Colorado law changed the state art gallery permit to a retail establishment permit, and this ordinance corrects that reference along with updating references to 2018 state law.	Tamara Niles	City Attorney's Office
02 Oct 2023		Not Flexible PPT: No	Bill for an Ordinance – 2nd Reading	Yes	CB-54 M.O.U. between Englewood Police and Douglas County Sheriff regarding use of an armored critical incident vehicle	This is an ordinance authorizing an Intergovernmental Agreement between the City of Englewood and the Douglas County Sheriff's Office regarding the use of a UASI federal resource in "The Rock" armored critical incident rescue vehicle.	Vance Fender	Police
02 Oct 2023		Somewhat Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-59 Agreements and Temporary Construction Easement for McBroom Ditch Crossing	Easement and Agreements with Developer, Sanitary Sewer Connector Districts and McBroom Ditch Company for the Installation of Water and Sanitary Sewer Services.	Pieter Van Ry, Sarah Stone	Utilities
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-58 Ordinance Approving City Ditch Crossing Agreements with Littleton	City Ditch Crossing License Agreement and Temporary Construction Easement for Replacement of a Sanitary Sewer Main.	Pieter Van Ry, Sarah Stone	Utilities
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-57 Amendment to Water Infrastructure Financing and Innovation Act Water Loan	Ordinance to approve amendment to Water Infrastructure Financing and Innovation Act Water Loan.	Pieter Van Ry, Sarah Stone	Utilities

02 Oct 2023		Flexible PPT: Yes Presentation: Discussion:	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 stakeholders and drafted legislation banning dog and cat sales at retail.	Tamara Niles	City Attorney's Office
02 Oct 2023		Flexible PPT: No Presentation: 2 minutes Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-55 MOU with Englewood Downtown Development Authority to Authorize Acceptance of EDDA funds for City Community Improvement Projects	EDDA desires to contribute funds for known and future anticipated city community improvement projects. In order to accept these funds, staff recommends a MOU with EDDA to ensure mutual understanding by the parties regarding the arrangement.	Tamara Niles	City Attorney's Office
02 Oct 2023		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-64 2024 Budget Ordinances Second Reading (South Platte Renew 2024 Appropriation)	2024 Budget Ordinances Second Reading (5 of 5)	Jackie Loh	Finance
02 Oct 2023		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-62 2024 Budget Ordinances Second Reading (City of Englewood 2024 Appropriation)	2024 Budget Ordinances Second Reading (2 of 5)	Jackie Loh	Finance
02 Oct 2023		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-63 2024 Budget Ordinances Second Reading (City of Englewood 2024 Property Tax Mill Levies)	2024 Budget Ordinances Second Reading (3 of 5)	Jackie Loh	Finance
02 Oct 2023		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-61 2024 Budget Ordinances Second Reading (City of Englewood 2024 Budget)	2024 Budget Ordinances Second Reading (1 of 5)	Jackie Loh	Finance
02 Oct 2023		Not Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-65 2024 Budget Ordinances Second Reading (South Platte Renew 2024 Budget)	2024 Budget Ordinances Second Reading (4 of 5)	Jackie Loh	Finance
02 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	CB - 66 Easement and Temporary Construction Easement (Staging Yard) both covering a portion of Section 34, Township 4 South, Range 68 West, Arapahoe County, State of Colorado	Public Service Company (Xcel Energy) is requesting permission to rebuild the natural gas regulator station at Bates Logan Park.	Adrian Torres, Andrea Weaver	Parks, Recreation & Library
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	CB - #67 2024 Stormwater Utility Rate Increase Ordinance	Proposed rate increase for the Stormwater Utility Fund	Tim Hoos	Public Works
02 Oct 2023		Not Flexible PPT: No Presentation: Discussion: This should go on the agenda under appointments. Proposed appointees will not be invited to the meeting in case council makes changes from the dais.	Appointment		Second round of appointments for Affordable Housing Task Force	Appointment of affordable housing task force members from September 25 interviews	Nancy Fenton	Community Development
16 Oct 2023	Information and Direction	Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Study Session Memo		Big Dry Creek Diversion Project Updates	Big Dry Creek Diversion Project updates.	Pieter Van Ry	Utilities
16 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion		Construction Manager / General Contractor Agreement for Utilities Office Improvements	Construction Manager / General Contractor Agreement for Utilities Office Improvements	Pieter Van Ry, Sarah Stone	Utilities
16 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Award Construction Contract for Sidewalk and Ramp Gap Construction project	Request to award contract for construction to Greatland Concrete & Landscaping for Sidewalk and Ramp Gap Construction project	Nadia Najl	Public Works
16 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Award Construction Contract for Sidewalk and Ramp Gap Construction project	Request to award contract for construction to Greatland Concrete & Landscaping for Sidewalk and Ramp Gap Construction project	Nadia Najl, Tim Hoos	Public Works
16 Oct 2023		Flexible if it is moved back. PPT: Yes Presentation: 10 minutes Discussion:	Motion	Consent?	Quarter Three 2023 Strategic Plan Update	Staff will present a progress update to Council on quarter three, 2023 of the City of Englewood Strategic Plan	Tim Dodd	City Manager's Office
16 Oct 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Denver Water Interconnect Intergovernmental Agreement	Denver Water Interconnect Intergovernmental Agreement	Pieter Van Ry	Utilities
23 Oct 2023	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		September 2023 Monthly Financial Report	Director of Finance Jackie Loh will be present to review the Monthly Financial Report	Jackie Loh	Finance
23 Oct 2023		Not Flexible PPT: No Presentation: Discussion:	Recognition		Recognition of the Finance Department for receiving a certificate of achievement for the Annual Comprehensive Financial Report	Recognition of the Finance Department for receiving a certificate of achievement for the Annual Comprehensive Financial Report	Jackie Loh	Finance
06 Nov 2023	Information	Flexible PPT: Yes Presentation: 5 minutes Discussion:	Study Session Memo		Sustainability Commission Memo to City Council Regarding Tree Protection Ordinance	During a May City Council meeting, Englewood City Council requested the Sustainability Commission (Commission) to assess what a potential tree protection ordinance could look like in the City of Englewood (City). This memo is the Commission's suggestions to City Council	Melissa Englund	City Manager's Office
06 Nov 2023		Not Flexible PPT: No Presentation: Discussion:	Recognition		Recognition of Craig Hospital for being selected as a 2023 Forbes Small Employer of the Year	Recognition of Craig Hospital for being selected as a 2023 Forbes Small Employer of the Year	Tim Dodd	City Manager's Office
06 Nov 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Small Business Week Proclamation	Small Business Week Proclamation	Tim Dodd	City Manager's Office
06 Nov 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Diabetes Month Proclamation	Diabetes Month Proclamation	Tim Dodd	City Manager's Office
13 Nov 2023		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	An Ordinance amending sections of Englewood Municipal Code to correct and clarify the city's authority to collect fees in accordance with the city's fee schedule.	An ordinance to revise the Englewood Municipal Code to reflect changes made through the fee and rate schedule resolutions.	Jackie Loh	Finance
20 Nov 2023		Not Flexible PPT: Yes Presentation: Discussion:	Resolution	Consent?	2023 Budget Supplemental #4	Allocation of the 2023 Classification and Compensation Study Results from the General Fund Contingency to the General Fund Departments	Jackie Loh	Finance, Human Resources
27 Nov 2023	Information and Direction	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		October 2023 Monthly Financial Report	Director of Finance Jackie Loh will be present to review the Monthly Financial Report	Jackie Loh	Finance
04 Dec 2023		Flexible PPT: No	Resolution	No	Resolution establishing City Council holiday meeting schedule	Establishing City Council meeting dates in December 2023 and January 2024	Tamara Niles	City Attorney's Office
04 Dec 2023		Not Flexible PPT: No Presentation: Discussion:	Recognition		Student Art Calendar Artist Recognition	City Council will honor the top 13 students whose artwork will be featured in the 2024 student art calendar.	Madeline Hinkfuss	
04 Dec 2023		Not Flexible PPT: No Presentation: Discussion:	Proclamation		Bill of Rights Day Proclamation	Bill of Rights Day Proclamation	Tim Dodd	City Manager's Office

04 Dec 2023		Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Bill for an Ordinance – 1st Reading	No	Presentation on proposed Ordinance for Massage Business License	Consider an ordinance to require massage businesses to have a license through the City of Englewood. The City previously licensed massage therapists, but now this license is issued by the state.	Tamara Niles	City Attorney's Office
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