



Council Newsletter

CITY MANAGER'S NOTES

December 14, 2023

Upcoming Council Meetings

December 18, 2023

The City Council Holiday Dinner will begin at 5:00pm. The City Council Regular Meeting will begin at 7:00pm in Council Chambers.

December 21, 2023

The City Council Workshop with Senator Jeff Bridges and Representative Meg Froelich will begin at 12:30pm. This workshop will be virtual.

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**



December

Mon, December 18	5:00 p.m.	City Council Holiday Dinner, Undici – 1200 E. Hampden Ave.
	7:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. December 19	5:15 p.m.	Budget Advisory Committee *changed to 3 rd Tues. of month
Wed. December 20	Canceled	Code Enforcement Advisory Committee
	6:30 p.m.	Historic Preservation Commission, Red Rocks
Thurs. December 21	12:30 p.m.	City Council Workshop, Virtual

2024 CALENDAR OF EVENTS

January

Wed. January 3	6:30 p.m.	Planning & Zoning Commission, Council Chambers
Thurs. January 4	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon, January 8	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. January 9	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. January 10	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Red Rocks Conf Room
	6:30 p.m.	Englewood Urban Renewal Authority, Pikes Peak Conf. Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. January 11	5:30 p.m.	Parks & Recreation Commission, Red Rocks Conf. Room
Mon. January 15	MLK	City Offices Closed
Tues. January 16	6:00 p.m.	City Council Study Session, Community Room
Wed. January 17	6:30 p.m.	Planning & Zoning Commission, Council Chambers

	6:30 p.m.	Historic Preservation Commission. Red Rocks Conf Room
Thurs. January 18	6:00 p.m.	Library Board Meeting, Anderson Room
Mon, January 22	6:00 p.m.	Board and Commission Interviews
Tues. January 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Mon. January 29	6:00 p.m.	City Council Study Session, Council Chambers

February

Thurs. February 1	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. February 5	2:00 p.m.	Malley Trust Fund Meeting, Malley Rec Center
	6:00 p.m.	Liquor and Marijuana Licensing Authority, Council Chambers
Tues. February 6	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. February 7	11:00 a.m.	Liquor and Marijuana Licensing Authority
Wed. February 7	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. February 8	5:30 p.m.	Parks & Recreation Commission, Red Rocks Conf Room
Mon, February 12	6:00 p.m.	City Council Study Session, Community Room
Tues. February 13	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. February 14	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. February 15	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. February 19	6:00 p.m.	City Council Regular Meeting, Council Chambers
Wed. February 21	6:30 p.m.	Historic Preservation Commission. Red Rocks Conf Room
	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Mon, February 26	6:00 p.m.	City Council Study Session, Community Room
Tues. February 27	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room

March

Mon, March 4	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 5	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. March 6	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. March 7	5:30 p.m.	Affordable Housing Task Force, Community Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
13 Dec 2023	Information	Not Flexible PPT: Yes 3.5 hours	Study Session Memo		Tri Cities Joint Study Session on Homelessness	Englewood, Sheridan, and Littleton City Councils will meet. A presentation will be provided by the Tri Cities Homelessness Policy Group.	Shawn Lewis	City Manager's Office
18 Dec 2023			Update		Council Holiday Dinner - Undici	Council Holiday Dinner - Undici		
18 Dec 2023		Not Flexible PPT: No Yes Presentation: Discussion:	Resolution	Yes	Presiding Judge's Salary	Resolution regarding the presiding Judge's salary.	Kennetha Julien	Municipal Court
18 Dec 2023		Not Flexible PPT: No Yes Presentation: Discussion:	Resolution	Yes	Associate Judge Reappointment	Resolution to Reappoint Associate Judge Tamra Palmer	Kennetha Julien	Municipal Court
18 Dec 2023		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Introduction of Elizabeth (Liz) Ramsey, Management Fellow	Introduction of Elizabeth (Liz) Ramsey, Management Fellow	Tim Dodd	City Manager's Office
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of a Contract for Services with Centrisys/CNP for the Purchase, Installation Support and Startup Services of a Dewatering Centrifuge	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Centrisys/CNP (Centrisys) for the purchase, installation support and startup services of a dewatering centrifuge in the amount of \$680,000, including approval to execute any change order(s) to expend a 10% staff-managed contingency of \$68,000, for a total project authorization of \$748,000.	Pieter Van Ry, Sarah Stone	Utilities
18 Dec 2023		Not Flexible PPT: Yes There are two PSA renewals on this one item	Motion	Yes	Water Resources Support Agreement Renewals	Renewal of a Professional Services Agreement (PSA) with Berg Hill Greenleaf Ruscitti, LLP (BHGR) for water rights legal support in the amount of \$565,000 and renewal of a PSA with Martin and Wood Water Consultants Inc. (MWWC) for water resources engineering services, in the amount of \$375,000.	Pieter Van Ry, Sarah Stone	Utilities
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of Contract to HDR Inc for the design of the S. Broadway Complete Streets Project	Design Contract Award to HDR Inc. for the design of the S. Broadway Complete Streets Project	Devin Keener, Tim Hoos	Public Works
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of Contract to FHU for the design of the Old Hampden Complete Streets Project	Staff recommends City Council approve, by Motion, Award of Contract to FHU for the design of the Old Hampden Complete Streets Project.	Rachel Grafman, Tim Hoos	Public Works
18 Dec 2023		Flexible 1 hour estimated	Executive Session		Executive Session - City Center Redevelopment	Executive Session - City Center Redevelopment	Dan Poremba	Community Development
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	Dry Gulch IGA Amendment	Dry Gulch IGA Amendment	Devin Keener, Tim Hoos	Public Works
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	South Englewood Basin 2nd IGA amendment	South Englewood Basin IGA amendment	Devin Keener, Tim Hoos	Public Works
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	Little Dry Creek MDP and FHAD IGA Amendment #1	Approval of an amendment to an IGA with MHFD	Devin Keener, Tim Hoos	Public Works
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	Intergovernmental Agreement with Denver Water for Emergency Interconnects	Intergovernmental Agreement (IGA) with Denver Water for Emergency Interconnects.	Pieter Van Ry, Sarah Stone	Utilities
18 Dec 2023		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	Amendments to The McBroom Ditch Company By-laws	Amendments to Section 8 of Article I of the By-laws of The McBroom Ditch Company regarding the duties of the President and allow the City as President to name a designee.	Pieter Van Ry, Sarah Stone	Utilities
08 Jan 2024	Information and Direction	Flexible: Needs to be on a Study Session date after 11-25 PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		November 2023 Monthly Financial Report	Director of Finance Jackie Loh will be present to review the Monthly Financial Report	Jackie Loh	Finance
08 Jan 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 30 minutes	Study Session Memo		Development Impact Fees Study Session	Study Session on an analysis of the City's existing development impact fee structure and rates and recommendations for modifications	Tim Dodd	City Manager's Office
08 Jan 2024		Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Resolution		Budget Supplemental #1	2024 Budget Supplemental #1 Request Resolution	Jackie Loh	Finance
08 Jan 2024		Not Flexible PPT: No	Resolution	Yes	Designation of the Official Posting Place for Legal Notices	Designation of the Official Posting Place for Legal Notices	Stephanie Carlie	City Clerk's Office
08 Jan 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Professional Services Agreement with Jacobs Engineering Group Inc. for Final Design of Denver Water Interconnections	Professional Services Agreement with Jacobs Engineering Group Inc. for Final Design of Denver Water Interconnections	Pieter Van Ry, Sarah Stone	Utilities
08 Jan 2024		Flexible PPT: Yes	Motion	Consent?	Transfer of Opioid Litigation Settlement Funds to Arapahoe County Region	City Council previously accepted its opioid settlement funds rather than transferring to the Regional efforts, to determine how the Region intended to expend the funds. Because the opioid crisis is a regional issue, and the Arapahoe County region's plan will benefit the citizens of Englewood, City Council must consider whether to transfer the City's settlement funds for use in region-wide opioid efforts.	Tamara Niles	City Attorney's Office
08 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Motion	Consent?	Amended 2024 Rate and Fee Schedule	Modify PRLG Fees Ranges to provide flexibility to dynamic pricing based on demand usage.	Jackie Loh	Finance
08 Jan 2024		Flexible PPT: Yes	Motion	Consent?	Update to Parks, Recreation, Library and Golf fees.	PRLG would like to update the rates and fees originally presented as the 2024 budget. Due to increasing staff cost rates and fees need to be updated for the 2024 season	Brad Anderson, Christina Underhill	Parks, Recreation & Library
08 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	2024 Mill Levy Amendment Ordinance	2024 Mill Levy Amendment Ordinance	Jackie Loh	Finance
09 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Consent?	2024 Mill Levy Amendment Ordinance	2024 Mill Levy Amendment Ordinance	Jackie Loh	Finance
16 Jan 2024	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		Proposed Methodology for Capital Costs to City Ditch Contract Users	Proposed Methodology for Capital Costs to City Ditch Contract Users	Pieter Van Ry, Sarah Stone	Utilities
16 Jan 2024	Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		Study Session on recommended modifications to the contract approval process	Study Session requested by Council to provide staff recommendations on proposed modifications to the City's existing contract processes	Tim Dodd	City Manager's Office
16 Jan 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		December 2023 Monthly Financial Report	Director of Finance Jackie Loh will be present to review the Monthly Financial Report	Jackie Loh	Finance
16 Jan 2024		Flexible (can't occur before 1-16-2023) PPT: Yes Presentation: Discussion:	Public Hearing		Public Hearing for ZON2023-002, Amendment to Planned Unit Development	Public hearing for an amendment to a planned unit development, 2400 W Union, Waste Management Denver South Transfer Station	Brook Bell	Community Development

16 Jan 2024		Not Flexible PPT: Yes Discussion:	Motion	Consent?	Award of a Contract for Services with Iron Woman Construction and Environmental Services, LLC for the Purchase and Installation of an Ozone Trailer Unit	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Iron Woman Construction and Environmental Services, LLC (Iron Woman) for the purchase and installation of an ozone trailer in the amount of \$334,925, including approval to execute change order(s) to expend a 10% staff-managed contingency of \$33,492, for a total project authorization of \$368,417.	Pieter Van Ry, Sarah Stone	Utilities
16 Jan 2024		Flexible PPT: No Presentation: Discussion:	Motion	Consent?	Motion to Approve Contract with MV Transportation for Trolley Services	Contract with MV Transportation for Englewood Trolley Operations for January - March 2024	Dan Poremba	Community Development
16 Jan 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Award of a Contract for Services with Core & Main Inc. for Advanced Metering Infrastructure Project	Utilities staff is City Council approval of a Contract for Services (CFS) with Core & Main Inc. (Core & Main) for the Advanced Metering Infrastructure (AMI) Project in the amount of \$3,614,707.	Josh Roach, Pieter Van Ry, Sarah Stone	Utilities
22 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Study Session Memo		Board and Commission Interviews	Board and Commission Interviews	Sara Harkness	City Clerk's Office
23 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Study Session Memo		Board and Commission Interviews	Board and Commission Interviews- only if a 2nd night is needed.	Sara Harkness	City Clerk's Office
05 Feb 2024		Flexible, but must occur after the Public Hearing PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	First Reading for an Ordinance - ZON2023-002, Amendment to a Planned Unit Development	First Reading for ZON2023-002, Amendment to a Planned Unit Development, 2400 W Union, Waste Management Denver South Transfer Station	Brook Bell	Community Development
12 Feb 2024	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		Study Session to review the City's existing social media policies	Study Session to review the City's existing social media policies	Chris Harguth	City Manager's Office
12 Feb 2024	Information and Direction	Flexible PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo		Library staffing and hours discussion	The library continues to face challenges with being fully staffed covering the hours of operations while continuing to offer programs and services. This will be a discussion for information and direction with city council.	Bethany Lafferty, Christina Underhill	Parks, Recreation & Library
12 Feb 2024	Information and Direction	Flexible but must go after new Council members are sworn in PPT: Yes Presentation: Discussion:	Study Session Memo		Review and discussion of proposed City Attorney Ethics Manual	The City Attorney's Office drafted an ethics manual, to ensure compliance with attorney ethics rules and applicable law. The City Attorney will review proposed provisions with City Council and requests feedback.	Tamara Niles	City Attorney's Office
12 Feb 2024	Information	Flexible PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo		Traffic Calming & Vision Zero Update	Staff will present an update on current traffic calming efforts, as well as the City's Vision Zero program.	Sam Watson, Vance Fender, Victor Rachael	Police, Public Works
19 Feb 2024		Flexible PPT: No Presentation: Discussion:	Resolution	Consent?	Resolution to Amend Boundary on Neighborhood Map	Resolution to Amend Boundary on Neighborhood Map - Hampden Hills	Erik Sampson	Community Development