



Council Newsletter

CITY MANAGER'S NOTES

January 5, 2024

Upcoming Council Meetings

January 8, 2024

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

January 9, 2024

The City Council Emergency Special Meeting start time and location are yet to be determined.

January 16, 2024

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

January

Mon, January 8	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. January 9	TBD	City Council Emergency Special Meeting, Location TBD
	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. January 10	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		City Offices Closed - Martin Luther King Jr. Holiday
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	TBD	City Council Workshop: Board and Commission Interviews
Tues. January 23	TBD	City Council Workshop: Board and Commission Interviews
	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Sat. January 27	9:00 a.m.	City Council Retreat, Broken Tee Golf Course

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.	City Council Regular Meeting, Council Chambers
Tues. February 6	6:30 p.m.	Planning and Zoning Commission, Council Chambers
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
Mon. March 11	6:00 p.m.	City Council Study Session, Community Room
Tues. March 12	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. March 13	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. March 14	5:30 p.m.	Parks & Recreation Commission, Golf Maint. Conf Room
Mon, March 18	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 19	5:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. March 20	6:30 p m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. March 21	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. March 25	6:00 p.m.	City Council Study Session, Community Room
Tues. March 26	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
08 Jan 2024	Information and Direction	Flexible: Needs to be on a Study Session date after 12-25 PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		November 2023 Monthly Financial Report	Finance Manager, Kevin Engels, will be present to discuss the November 2023 Monthly Financial Report	Kevin Engels	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: No	Resolution	Yes	Designation of the Official Posting Place for Legal Notices	Designation of the Official Posting Place for Legal Notices	Stephanie Carile	City Clerk's Office
08 Jan 2024		Not Flexible PPT: Yes Presentation: 10 minutes Discussion:	Resolution	No	Budget Supplemental #1	2024 Budget Supplemental #1 Request Resolution	Jackie Loh	Finance
08 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Motion	No	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		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 (PSA) with Jacobs Engineering Group Inc. (Jacobs) for Final Design of Denver Water Interconnections.	Pieter Van Ry, Sarah Stone	Utilities
08 Jan 2024		Flexible PPT: Yes	Motion	No	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: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	Little Dry Creek Major Drainage Plan (MDP) and Flood Hazard Area Delineation (FHAD) Intergovernmental Agreement (IGA) Amendment #1	Approval of an amendment to an intergovernmental Agreement (IGA) with the Mile High Flood District (MHFD)	Devin Keener, Tim Hoos	Public Works
08 Jan 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd 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
08 Jan 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd 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		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	2024 Mill Levy Amendment Emergency Ordinance	2024 Mill Levy Amendment Emergency Ordinance	Jackie Loh	Finance
08 Jan 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	Reimbursement of recall election expenditures	Reimbursement of recall election expenditures by Mayor Othoniel Sierra, pursuant to C.R.S. 31-4-504.5	Tamara Niles	City Attorney's Office
09 Jan 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Consent?	2024 Mill Levy Amendment Emergency Ordinance	2024 Mill Levy Amendment Emergency Ordinance	Jackie Loh	Finance
16 Jan 2024	Information	Flexible PPT: Yes Presentation: 5 minutes Discussion:	Study Session Memo		Annual Customer Survey Results	Annual Customer Survey Results	Pieter Van Ry, Sarah Stone	Utilities
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		Flexible (can't occur before 1-16-2023) PPT: Yes Presentation: Discussion:	Public Hearing		Public Hearing for ZON2023-002	Public hearing for an amendment to a planned unit development, 2400 West Union Avenue, Waste Management Denver South Transfer Station	Brook Bell	Community Development
16 Jan 2024		Not Flexible PPT: Yes	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 expand 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	Motion to approve the 2024 Transit Shuttle Services Agreement with MV Transportation, Inc. (MV) for the Englewood Trolley for January 1 – March 31, 2024, in the amount of \$160,573.44	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
16 Jan 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Executive Session		Executive Session to discuss acquisition of real property located near Civic Center under C.R.S. Section 24-6402(4)(a)	Executive Session	Nancy Fenton	Community Development
22 Jan 2024		Not Flexible PPT: No Yes 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 Yes 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	Information and Direction	Not Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Overview of proposed revisions to the CIP prioritization process for the 2025 budget cycle	Overview of proposed revisions to the CIP prioritization process for the 2025 budget cycle	Tim Dodd	City Manager's Office
05 Feb 2024		Flexible PPT: No Presentation: Discussion:	Resolution	Yes	Contract approval Motorola Solutions	The Police Department is requesting permission to purchase replacement portable radios. This purchase is from Motorola Solutions totaling \$311,175.79. The entirety of this purchase will be reimbursed by the Arapahoe County E911 Authority.	Vance Fender	Police
05 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Approval of an Amendment to an Intergovernmental Agreement with the Colorado Department of Transportation (CDOT) for the Design and Construction of Dartmouth Traffic Calming Corridor	Approval of an Amendment to an Intergovernmental Agreement with the Colorado Department of Transportation (CDOT) for the Design and Construction of Dartmouth Traffic Calming Corridor	Josh Keith, Tim Hoos	Public Works
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	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
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 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	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
12 Feb 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Study Session Memo		Storm water placeholder	placeholder		

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
26 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
04 Mar 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	An Ordinance amending Englewood Municipal Code 15-3-5, Administrative Appeal Procedure.	An Ordinance amending Englewood Municipal Code 15-3-5, Administrative Appeal Procedure.	Shawn Lewis	City Manager's Office