



## Council Newsletter

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### CITY MANAGER'S NOTES

March 1, 2024

#### Upcoming Council Meetings

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#### March 4, 2024

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

#### March 11, 2024

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

**March**

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Mon, March 4	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues., March 5	CANCELLED	Planning and Zoning Commission, Council Chambers
Wed. March 6	8:30 a.m.	Mayor Manager Meeting, Virtual
	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	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. March 14	5:00 p.m.	Cocktails with Council, One Barrel American Bistro
	5:30 p.m.	Parks & Recreation Commission, Golf Maint. Conf-Room
	6:00 p.m.	Transportation Advisory Commission, Mesa Verde Conf-Room
Mon, March 18	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 19		Planning and Zoning Commission, Council Chambers
Wed. March 20	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Code Enforcement Advisory Committee, TBD
	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
Wed. March 27	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Youth Advisory Board Meeting

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## April

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Mon. April 1	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. April 2	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. April 3	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. April 4	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. April 8	6:00 p.m.	City Council Study Session, Community Room
Tues. April 9	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. April 10	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. April 11	5:30 p.m.	Parks & Recreation Commission, Malley Recreation Center
Mon. April 15	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. April 16	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. April 17	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. April 18	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. April 22	6:00 p.m.	City Council Study Session, Community Room
Tues. April 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. April 24	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Youth Advisory Board Meeting

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## May

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Wed. May 1	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. May 2	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. May 6	2:00 p.m.	Malley Trust Fund Meeting, Malley Rec Center
	6:00 p.m.	City Council Regular Meeting, Council Chambers

Tues. May 7	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. May 8	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., May 9	5:30 p.m.	Parks & Recreation Center, Englewood Recreation Center
Mon. May 13	6:00 p.m.	City Council Study Session, Community Room
Tues. May 14	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. May 15	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. May 16	6:00 p.m.	Library Board Meeting, Anderson Room
Mon, May 20	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. May 21	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. May 22	8:30 a.m.	Mayor Manager Meeting, Virtual
Mon. May 27	Memorial Day	City Offices Closed
Tues. May 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. May 29	8:30 a.m.	Mayor Manager Meeting, Virtual

## **June**

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Mon, June 3	6:00 p.m.	City Council Regular Meeting, Council Chambers
Wed. June 5	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Tues. June 4	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. June 5	8:30 a.m.	Mayor Manager Meeting, Virtual
Thurs. June 6	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. June 10	6:00 p.m.	City Council Study Session, Community Room
Tues. June 11	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
04 Mar 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		January 2024 General Fund Monthly Financial Report Review	Director of Finance Kevin Engels will be present to review the Monthly Financial Report	Kevin Engels	Finance
04 Mar 2024	Information and Direction	Flexible PPT: No Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo		City Facilities Energy Audit Update	Company Yearout Energy will present to City Council on a project update on the Energy Performance Contract	Melissa Englund	City Manager's Office
04 Mar 2024	Information and Direction	Flexible PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo		Parks and Recreation General Obligation Bond	Park and Recreation staff will present City Council with the proposed projects for the potential 2024 bond.	Brad Anderson, Christina Underhill	Parks, Recreation & Library
04 Mar 2024		Flexible	Recognition		Recognition of Director of South Platte Renew and Englewood Utilities, Pieter Van Ry, for appointment to the National Association of Clean Water Agencies' (NACWA) Board of Directors	Recognition of Director of South Platte Renew and Englewood Utilities, Pieter Van Ry, for appointment to the National Association of Clean Water Agencies' (NACWA) Board of Directors	Elizabeth Ramsey	City Manager's Office
04 Mar 2024		Not Flexible PPT: No Yes Presentation: 15 minutes Discussion:	Motion	Yes	2024 Strategic Plan Revisions	2024 Strategic Plan Revisions	Elizabeth Ramsey, Tim Dodd	City Manager's Office
04 Mar 2024		Flexible PPT: Yes Presentation: Discussion:	Motion	No	Bates Logan Phase 2	Motion to approve a contract with Elite Industries to provide construction services to improve park amenities at Bates Logan in the amount of \$1,314,803.	Adrian Torres	Parks, Recreation & Library
04 Mar 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	No	Approval of an Amendment to an Intergovernmental Agreement (IGA) 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 (IGA) with the Colorado Department of Transportation (CDOT), involving additional funds for the Design and Construction of Dartmouth Traffic Calming Corridor	Josh Keith, Tim Hoos	Public Works
11 Mar 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo		Survey of City Council compensation in comparable Denver metro cities	Survey of City Council compensation in comparable Denver metro cities	Tamara Niles	City Attorney's Office
11 Mar 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo		Comparison of City Boards and Commissions, Processes, to Identify Potential Efficiency Improvements	Comparison of City Boards and Commissions, Processes, to Identify Potential Efficiency Improvements	Tamara Niles	City Attorney's Office
11 Mar 2024	Information and Direction	Flexible PPT: Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Report on Public Comment Procedures among various Colorado cities	Presentation on public comment procedures of Colorado cities	Sergio Renteria	City Attorney's Office
11 Mar 2024	Information	Flexible PPT: Yes Presentation: 20 minutes Discussion: 25 minutes	Study Session Memo		Bi-Annual Report to Council from Innovative Housing Concepts	Bi-Annual Report to Council from Innovative Housing Concepts	Lindsey Gorzalski Hocking, Shawn Lewis	City Manager's Office
18 Mar 2024		Not Flexible PPT: No Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Denver Fire	Denver Fire		City Manager's Office
18 Mar 2024		Not Flexible will coordinate with EMRF meeting PPT: Yes Presentation: 5 min. Discussion:	Resolution		EMRF Recognition Agreement	EMRF Recognition Agreement for UC Health, Resolution of Support	Pieter Van Ry	Utilities
18 Mar 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Recognition of Stephanie Carlile, for fulfilling the requirements to become an Athenian Fellow of the International Institute of Municipal Clerks (or IIMC) Athenian Leadership Society	Recognition of Stephanie Carlile, for fulfilling the requirements to become an Athenian Fellow of the International Institute of Municipal Clerks (or IIMC) Athenian Leadership Society	Elizabeth Ramsey	City Manager's Office
18 Mar 2024	Direction	Flexible PPT: No	Motion	Yes	Training Center lease renewal at Broken Tee Golf Course	Training Center lease renewal at Broken Tee Golf Course. The lease renewal has been approved by both parties and has moved onto the signature process.	Shannon Buccio	Parks, Recreation & Library
18 Mar 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Intergovernmental Agreement with Adams County Health Department for the Colorado Local Entry Air Network (CLEAN) Program	Intergovernmental Agreement with Adams County Health Department for the Colorado Local Entry Air Network (CLEAN) Program	Melissa Englund	City Manager's Office
25 Mar 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo		Mitigation Strategy for Out-of-Code Sanitary Sewer Mains	Mitigation Strategy for Out-of-Code Sanitary Sewer Mains	Pieter Van Ry, Sarah Stone	Utilities
25 Mar 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 30	Study Session Memo		Lead Reduction Program Code Amendments – Phase II	Lead Reduction Program Code Amendments – Phase II	Pieter Van Ry, Sarah Stone	Utilities
25 Mar 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		Preliminary December 2023 Monthly Financial Report	Director of Finance Kevin Engels will be present to review the Monthly Financial Report	Kevin Engels	Finance
25 Mar 2024	Information	Flexible Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		February 2024 Monthly Financial Report	Director of Finance Kevin Engels will be present to review the Monthly Financial Report	Kevin Engels	Finance
25 Mar 2024	Information and Direction	Flexible but must go after new Council members are sworn in PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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
01 Apr 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Low-Income Energy Efficiency Outreach Plan Review	Low-Income Energy Efficiency Outreach Plan has been completed and ready to be reviewed by City Council.	Melissa Englund	City Manager's Office
01 Apr 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Lead Reduction Program Code Changes – Phase II	Lead Reduction Program Code Changes – Phase II	Sarah Stone	Utilities
08 Apr 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 30 minutes Discussion: 10 minutes	Study Session Memo		Preliminary 2025 Revenue and Expenditure Underlying Forecast Assumptions	Preliminary 2025 Revenue and Expenditure Underlying Forecast Assumptions	Jennifer Nolan, Kevin Engels	Finance
15 Apr 2024	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		City Ditch Cost Recovery Methodology	Proposed City Ditch Cost Recovery Methodology	Pieter Van Ry, Sarah Stone	Utilities
15 Apr 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Contract for Services for Programmable Logic Control Replacement Project	Contract for Services for Programmable Logic Control Replacement Project	Pieter Van Ry, Sarah Stone	Utilities
22 Apr 2024	Direction	Flexible PPT: No Presentation: 15 minutes Discussion:	Study Session Memo		Consideration for the 2024 Citizen of the Year	Council will review 2024 Citizen of the Year nominations and select the 2024 Citizen of the Year.	Madeline Hinkfuss	Communications
22 Apr 2024		Not Flexible PPT: No Yes Presentation: 20 minutes Discussion:	Study Session Memo		Impact Fee Discussion Placeholder	Impact Fee Study Session with Carson Bise		
22 Apr 2024	Information	Not Flexible PPT: No Yes Presentation: 20 minutes Discussion:	Study Session Memo		Youth Advisory Board Update	Youth Advisory Board Facilitator Dylan Lindsey will be present to provide an update on the Youth Advisory Board.	Sara Harkness	City Clerk's Office
22 Apr 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		March 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
22 Apr 2024	Information and Direction	Not Flexible PPT: No Yes Presentation: 30 minutes Discussion: 60 minutes	Study Session Memo		Review Preliminary 2025-2028 Capital Projects List with City Council, Planning and Zoning Commission and Budget Advisory Committee	Review Preliminary 2025-2028 Capital Projects List with City Council, Planning and Zoning Commission and Budget Advisory Committee	Jennifer Nolan, Kevin Engels	Finance