



Council Newsletter

CITY MANAGER'S NOTES

March 14, 2024

Upcoming Council Meetings

March 18, 2024

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

March 25, 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

Mon, March 18	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 19	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. March 20	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Englewood McClellan Reservoir Foundation, Red Rock Conf-Room
	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

April

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

May

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

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
18 Mar 2024		Not Flexible PPT: No Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Denver Fire Update	Denver Fire	Shawn Lewis	City Manager's Office
18 Mar 2024		Not Flexible will coordinate with EMRF meeting PPT: Yes Presentation: 5 min. Discussion:	Resolution	Yes	Resolution of Support for recognition agreement between Englewood McLellan Reservoir Foundation and UC Health	The Englewood McLellan Reservoir Foundation (EMRF) Board of Directors is seeking Council support to enter into a recognition agreement between EMRF and University of Colorado Health (UC Health) and Highlands Ranch MP RK6, LLC (Developer).	Pieter Van Ry	Utilities
18 Mar 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Recognition of Stephanie Carlie, for fulfilling the requirements to become an Athenian Fellow of the International Institute of Municipal Clerks (or IMC) Athenian Leadership Society	Recognition of Stephanie Carlie, for fulfilling the requirements to become an Athenian Fellow of the International Institute of Municipal Clerks (or IMC) Athenian Leadership Society	Elizabeth Ramsey	City Manager's Office
18 Mar 2024	Direction	Flexible PPT: No	Motion	Yes	Training Center lease agreement at Broken Tee Golf Course	Training Center lease agreement with Broken Tee Partners, LLC, dba MetaGolf Learning Center, at Broken Tee Golf Course	Shannon Buccio	Parks, Recreation & Library
18 Mar 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	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: 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 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	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	Not Flexible PPT: No Yes Presentation: 5 minutes Discussion:	Study Session Memo		Water Meter Code Changes	Water Meter Code Changes	Pieter Van Ry	
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			Recognition		Recognition of Brewability for being named the #5 Independent Pizzeria in the United States by OnDeck's Highest-Rated Independent Restaurant List	Recognition of Brewability for being named the #5 Independent Pizzeria in the United States by OnDeck's Highest-Rated Independent Restaurant List		
01 Apr 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Water Meter Code Changes	Water Meter Code Changes	Pieter Van Ry, Sarah Stone	Utilities
01 Apr 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading		IGA between the City of Englewood and City of Littleton	IGA between Englewood and Littleton for the South Metro Enterprise Zone. The IGA would allow the City of Littleton to function as a Subzone Administrator and to administer their local enterprise zone projects and contribution projects in its jurisdiction.	Brad Power, Darren Hollingsworth	Community Development
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
08 Apr 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo		Review of ordinances, policies and fees related to the release of police records, including body camera footage, as those relate to Colorado law	This will be a review of the applicable city ordinances, policies and the associated fees charged for the release of police records and body worn and in car camera footage. This discussion will also include applicable state laws.	Vance Fender	Police
08 Apr 2024	Direction	Not Flexible PPT: No Presentation: 5 minutes Discussion:	Study Session Memo		Council discussion of diversity, equity, and inclusion concepts and projects	Requested by Council Members to discuss and make decisions around diversity, equity, and inclusion programs and concepts in the City of Englewood	Tim Dodd	City Manager's Office
08 Apr 2024		Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		Discussion of City Ethics Code, to Obtain direction to resolve ambiguity	Discussion of City Ethics Code, to Obtain direction to resolve ambiguity	Tamara Niles	City Attorney's Office
15 Apr 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
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
15 Apr 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Motion	Consent?	Discussion and Approval of Quarter One, 2024 Strategic Plan Revisions and Updates	Discussion and Approval of Quarter One, 2024 Strategic Plan Revisions and Updates	Elizabeth Ramsey, Tim Dodd	City Manager's Office
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	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
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 and Direction	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.	Elizabeth Ramsey, Sam Munnell	City Clerk's Office
06 May 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
27 May 2024	Information	Flexible PPT: Yes Presentation: Discussion: 10 minutes	Study Session Memo		April 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance