



Council Newsletter

CITY MANAGER'S NOTES May 30, 2024

Upcoming Council Meetings

June 3, 2024

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

June 10, 2024

The City Council Board & Commission interviews will be held in the Pikes Peak Conference Room.

June 11, 2024

This date is being held in the event that a second night of City Council Board & Commission interviews is needed.

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

May

Mon. May 27		Memorial Day Observed, City Offices Closed
Tues. May 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
	Canceled	City Council Study Session, Community Room
Wed. May 29	8:30 a.m.	Mayor Manager Meeting, Virtual

June

Mon, June 3	6:00 p.m.	City Council Regular Meeting, Council Chambers
Wed. June 5	8:30 a.m.	Mayor Manager Meeting, Virtual
	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	TBD	Board & Commission Interviews, Pikes Peak Conf-Room
Tues. June 11	TBD	Hold for second night of Board & Commission Interviews
	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. June 12	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., June 13	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:30 p.m.	Parks & Recreation Commission, Bates/Logan Park
Mon, June 17	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. June 18	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. June 19	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
	Canceled	Code Enforcement Advisory Committee

Thurs. June 20	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. June 24	6:00 p.m.	City Council Study Session Community Room
Tues. June 25	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. June 26	8:30 a.m.	Mayor Manager Meeting, Virtual

July

Tues. July 2	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. July 3	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Tues. July 9	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. July 10	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. July 11	5:30 p.m.	Parks & Recreation Commission, River Run Pavilion
Mon, July 15	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. July 16	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. July 17	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. July 18	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. July 22	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. July 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room

August

Thurs. August 1	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. August 5	2:00 p.m.	Malley Trust Fund Meeting, Malley Rec Center
	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. August 6	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. August 7	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. August 8	5:30 p.m.	Parks & Recreation Commission, Centennial Park
Mon. August 12	6:00 p.m.	City Council Study Session, Community Room
Tues. August 13	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
03 Jun 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		June 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
03 Jun 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
03 Jun 2024	Information and Direction	Not Flexible PPT: No Yes Presentation: 5 minutes Discussion: 10 minutes	Study Session Memo		Sustainability Commission Code Update Recommendations	The Sustainability Commission wants to present code update recommendations to City Council to reflect the use of United States Western Native Plants	Melissa England	City Manager's Office
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Resolution	No	Presiding Judge's Salary	Resolution regarding the presiding judge's salary	Kennetha Julien	Municipal Court
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Recognition		Recognition of Citizens Planning School Graduates	Recognition of Citizens Planning School Graduates		Community Development
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Yes	Motion to approve settlement agreement with American Striping, Harvey Construction, Inc.	The City has been in negotiations with Harvey Construction for recovery of costs for oil discharge on City property. This agreement accepts their offer to settle the City's claim for environmental testing.	Tamara Niles	City Attorney's Office
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Yes	Engineered Rail Trail	Award of a design contract to Otak Inc. for the Engineered Rail Trail 30% Design Study Project	Aam Mahmood, Kyle Branham, Tim Hoos	Public Works
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Yes	Motion to authorize staff to apply for Community Development Block Grant funds in the amount of \$200,000	The annual CDRO application for Energy Efficiency Engineered (E3) is due to Arapahoe County by June 7. Per council policy, council needs to approve staff applying for the grant. We are requesting \$200,000 to fund the E3 grant program.	Nancy Fenton	Community Development
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	No	Revisions to Council Policies regarding Public Comment, Other Matters	Amendments to Council Policies, as directed by City Council at its March 11 study session	Tamara Niles	City Attorney's Office
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Consent?	Award of Contract to Elbe Surface Infrastructure for the 2024 Mill and Overlay	Award of Contract to Elbe Surface Infrastructure for the 2024 Mill and Overlay	Devin Keener, Tim Hoos	Public Works
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Consent?	Award of Contract to A-1 Chipseal for the 2024 Slurry Seal	Award of Contract to A-1 Chipseal for the 2024 Slurry Seal	Devin Keener, Tim Hoos	Public Works
03 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Bill for an Ordinance - 1st Reading	Yes	Ordinance Authorizing Acceptance of a Grant in the amount of \$18,473 from the State of Colorado, Office of Economic Development to Fund Administration Activities for the South Metro Enterprise Zone	Annual ordinance approving acceptance of an administrative grant in the amount of \$18,473 for the South Metro Enterprise Zone	Darwin Hollingsworth	Community Development
03 Jun 2024		Flexible PPT: Yes	Bill for an Ordinance - 1st Reading	No	Ordinance providing for forfeiture of vehicles used in organized drag racing events	The City of Englewood has experienced multiple organized drag races, posing a public safety hazard. While this already violates Municipal Code, in an attempt to discourage future events, this proposed ordinance authorizes forfeiture of vehicles used in such events.	Tamara Niles	City Attorney's Office
03 Jun 2024		Flexible PPT: No	Bill for an Ordinance - 1st Reading	Yes	Amendment to Municipal Code regarding maximum penalties to align with state law	For matters of concurrent jurisdiction, state court and municipal court penalties and sentences may vary. This ordinance adds a phrase to Municipal Code that maximum penalties and sentences won't exceed those in District Court for the same offense.	Tamara Niles	City Attorney's Office
10 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo		Board and Commission Interviews	Board and Commission Interviews	Sara Harbison	City Clerk's Office
11 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo		Board and Commission Interviews	Board and Commission Interviews if needed	Sara Harbison	City Clerk's Office
17 Jun 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		Presentation of the 2023 Annual Comprehensive Financial Report and Audit Results	Director of Finance Kevin Engels will present the 2023 Annual Comprehensive Financial Report and audit results	Kevin Engels	Finance
17 Jun 2024	Information	Not Flexible PPT: Maybe Presentation: 15 minutes Discussion: 10 minutes	Study Session Memo		Arapahoe County Funding Proposal	Arapahoe County Funding Proposal	Shawn Lewis	City Manager's Office
17 Jun 2024		Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	No	Motion to waive building fees for nonprofits serving people experiencing homelessness	Motion to waive building fees for nonprofits serving people experiencing homelessness	Tim Dodd	City Manager's Office
17 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Yes	Solids Handling Improvement Project Final Design	Solids Handling Improvement Project Final Design	Peter Van Ry, Sarah Stone	Utilities
17 Jun 2024		Not Flexible PPT: No Yes Presentation: 10 minutes Discussion: 10 minutes	Executive Session		Executive Session	Request to enter into executive session to discuss safety planning for Council meetings		City Attorney's Office
17 Jun 2024		Flexible PPT: Yes	Bill for an Ordinance - 1st Reading	No	Creation of a hookah business license	On May 6, 2024, Mayor Sierra requested City Council consider a hookah business license, for hookah consumption at the premises. This ordinance creates the license within Municipal Code.	Tamara Niles	City Attorney's Office
17 Jun 2024		Schedule/Not Flexible PPT: Probably not Presentation: 10 minutes Discussion: 10 minutes	Bill for an Ordinance - 1st Reading	No	Ordinance to set new development impact fees	Ordinance to set updated development impact fees	Tim Dodd	City Manager's Office
17 Jun 2024		Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Bill for an Ordinance - 1st Reading	Yes	Amendment to the intergovernmental agreement (IGA) with Arapahoe County for Emergency Management Services	Amendment to the intergovernmental agreement (IGA) with Arapahoe County for Emergency Management Services	Tim Dodd	City Manager's Office
17 Jun 2024		Flexible PPT: Yes	Bill for an Ordinance - 1st Reading	Yes	2024 Model Traffic Code adoption	Englewood Municipal Code 11-1-1 adopts by reference the Colorado Department of Transportation Model Traffic Code, to serve as the City's traffic laws. This ordinance adopts by reference the newly published 2024 code.	Sergio Renteria	City Attorney's Office
17 Jun 2024		Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Bill for an Ordinance - 1st Reading	No	Parks and Recreation Bond Decision for November Election	Approval of an ordinance to place one or more questions for the park and recreation General Obligation Bond on the November 2022 ballot.	Brad Anderson, Christina Underhill	Parks, Recreation & Library
24 Jun 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo		May 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
24 Jun 2024	Information	Flexible PPT: Yes Presentation: 30 minutes Discussion: 10 minutes	Study Session Memo		South Broadway Public Realm Action Plan	South Broadway Public Realm Action Plan Project (present the scope, engagement and planning to date)	Havie Portell	DownTown Development Authority
24 Jun 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 90 minutes Discussion: 10 minutes	Study Session Memo		Review Preliminary 2025 Operating & Staff Prioritized Capital Requests	Review Preliminary 2025 Operating & Staff Prioritized Capital Requests	Jennifer Nolan, Kevin Engels	Finance
24 Jun 2024	Information and Direction	Flexible PPT: Yes Presentation: 45 minutes Discussion: 10 minutes	Study Session Memo		Presentation on 2033 Bob's Rules of Order, a procedural guide for Colorado local government meetings	Colorado Municipal League has published an updated Bob's Rules of Order, proposing rules of procedure for Colorado cities. This presentation discusses the updated manual, to determine if Council wishes to adopt it by reference in Municipal Code for use in Englewood.	Tamara Niles	City Attorney's Office
15 Jul 2024	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo		City OIRH Cost Recovery Methodology	Proposed City OIRH Cost Recovery Methodology	Peter Van Ry, Sarah Stone	Utilities
15 Jul 2024		Flexible, later is better than earlier PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Motion	Consent?	Quarter 2 2024 Strategic Plan Update	Motion to accept strategic plan updates for quarter two, 2024, and to consider modifications to the plan	Elizabeth Ramsey, Tim Dodd	
22 Jul 2024	Information and Direction	Flexible PPT: Yes Presentation: 20 minutes Discussion: 10 minutes	Study Session Memo		Review of City right of way code, potential provisions to protect citizens, drivers	At Council's May 6, 2024 meeting, Council Member Ward requested a study session on the City's right of way code, and specifically requested proposals to provide further protection for citizens and drivers from right of way obstructions. This study session provides the requested information.	Tamara Niles, Victor Buchalt	City Attorney's Office, Public Works
22 Jul 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 10 minutes	Study Session Memo		June 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance