



Council Newsletter

CITY MANAGER'S NOTES

June 13, 2024

Upcoming Council Meetings

June 17, 2024

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

June 24, 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

June

Mon, June 17	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. June 18	Canceled	Planning and Zoning Commission, Council Chambers
Wed. June 19		City Offices are closed in observance of the Juneteenth Holiday
	Canceled	Mayor Manager Meeting, Virtual
	Canceled	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
	4:30 p.m.	Englewood Downtown Development Authority, Malley Center

July

Tues. July 2	Canceled	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	8:30 a.m.	Mayor Manager Meeting, Virtual
	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
Wed. July 24	8:30 a.m.	Mayor Manager Meeting, Virtual

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	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. 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
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. August 14	7:00 p.m.	Board of Adjustment and Appeals. Council Chambers
Thurs. August 15	6:00 p.m.	Library Board Meeting, Anderson Room
Mon, August 19	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. August 20	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. August 21	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. August 22	7:30 a.m.	Joint Council Study Session at South Platte Renew
Mon. August 26	6:00 p.m.	City Council Study Session Community Room
Tues. August 27	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room

September

Mon, Sept. 2	Labor Day	City Offices Closed
Tues, Sept. 3	6:00 p.m.	City Council Regular Meeting, Council Chambers
Wed. Sept. 4	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
	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
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 and Jim Hines, Managing Director of Riskwater and Company, PC, 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: 45 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: Discussion:	Resolution	No	Resolution waiving building fees for nonprofits serving people experiencing homelessness	Resolution to waive building fees for nonprofits serving people experiencing homelessness	Tim Dodd	City Manager's Office
17 Jun 2024		Not Flexible PPT: Yes	Motion	Yes	Award of Contract to Elite Surface Infrastructure for the 2024 Mill and Overlay	Award of Contract to Elite Surface Infrastructure for the 2024 Mill and Overlay	Devin Keener, Tim Hoos	Public Works
17 Jun 2024		Not Flexible PPT: Yes	Motion	Yes	Award of Contract to A-1 Chepaal for the 2024 Slurry Seal	Award of Contract to A-1 Chepaal for the 2024 Slurry Seal	Devin Keener, Tim Hoos	Public Works
17 Jun 2024		Not Flexible PPT: Yes	Motion	Yes	Englewood Rail Trail	Award of a design contract to Oak Inc. for the Englewood Rail Trail Project.	Aram Mahmood, Tim Hoos	Public Works
17 Jun 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	Award of an Optimal Source Contract for Services for Allen Water Treatment Plant Phase 1 Office Improvements Furniture	Optimal Source Contract for Services (CS) with BC Interiors (BCI) for Allen Water Treatment Plant (WTP) Phase 1 Office Improvements Furniture	Peter Van Ry, Sarah Stone	Utilities
17 Jun 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	Award of a Contract for Services for City Ditch Cured-in-Place-Pipe Lining	Contract for Services (CS) with Insituform Technologies, LLC (iba C&L Water Solutions (C&L) for the City Ditch 60' Cured-in-Place Pipe (CIPP) Lining near S Windermere Street and W Bellevue Avenue.	Peter Van Ry, Sarah Stone	Utilities
17 Jun 2024		Not Flexible	Executive Session		Executive Session	Request to enter into executive session to discuss safety planning for Council meetings.		Police
17 Jun 2024		Not Flexible PPT: No	Bill for an Ordinance - 2nd Reading	Yes	Ordinance Authorizing Acceptance of a Grant in the amount of \$18,423 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 \$18,423 for the South Metro Enterprise Zone	Darren Hollingsworth	Community Development
17 Jun 2024		Not Flexible PPT: Yes	Bill for an Ordinance - 1st Reading	No	Assignment to City and County of Denver of the City of Englewood 2024 Private Activity Bond Allocation	Assignment of Englewood's 2024 Private Activity Bond (PAB) allocation of \$2,118,360 to the City and County of Denver to facilitate the conversion of an office building at 4340 South Monaco Street in Denver to affordable housing. Private Activity Bonds are tax-exempt bonds issued by states, local governments or housing authorities to facilitate investment in eligible activities by non-governmental borrowers.	Brad Power, Darren Hollingsworth	Community Development
17 Jun 2024		* Somewhat Flexible PPT: Probably not Presentation: Discussion:	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		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance - 1st Reading	Yes	Agreements with Evergreen-Mineral & Santa Fe, L.L.C. and the City of Littleton for City Ditch Relocation and Utility Crossings	Agreements with Evergreen-Mineral & Santa Fe, L.L.C. (Evergreen) and the City of Littleton (Littleton) for City Ditch relocation and utility crossings.	Peter Van Ry, Sarah Stone	Utilities
17 Jun 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance - 1st Reading	Yes	Ordinance for an Amendment to the Intergovernmental Joint Cooperation Agreement and Home Investment Partnerships (HIM) Consortium Agreement between Arapahoe County and City of Englewood	Ordinance approving an amendment to the Intergovernmental Joint Cooperation Agreement and Home Investment Partnerships (HIM) Consortium Agreement between Arapahoe County and City of Englewood for Grant Years 2025-2027	Haley Fenton	Community Development
24 Jun 2024	Information and Direction	Flexible PPT: Yes Presentation: 15 minutes Discussion: 45 minutes	Study Session Memo		Parks and Recreation General Obligation Bond	Park and Recreation staff will present City Council with the survey results and options for the different bond costs.	Brad Anderson, Christina Underhill	Parks, Recreation & Library
24 Jun 2024	Information and Direction	Flexible PPT: Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Presentation on 2023 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, providing 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
24 Jun 2024	Information and Direction	Not Flexible PPT: Yes Presentation and Discussion: 90 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	Flexible PPT: No Presentation: 10 minutes Discussion: 8 minutes	Study Session Memo		May 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
15 Jul 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	Peter Van Ry, Sarah Stone	Utilities
15 Jul 2024		Not Flexible PPT: Yes	Resolution	Consent?	2024 Budget Supplemental #2	2024 Budget Supplemental #2	Kevin Engels	City Manager's Office
15 Jul 2024		Not Flexible PPT: Yes Presentation: Discussion:	Resolution	Consent?	Approval of Updates to the City's Rates and Fees Schedule - Water Meter Installations	Approval of Updates to the City's Rates and Fees Schedule - Water Meter Installations	Sarah Stone	Utilities
15 Jul 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Motion	Yes	Solids Handling Improvement Project Final Design	Solids Handling Improvement Project Final Design	Peter Van Ry, Sarah Stone	Utilities
15 Jul 2024		Possibly Flexible PPT: No Yes Presentation: Discussion:	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
15 Jul 2024		Flexible, later is better than earlier PPT: Yes Presentation: Discussion:	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	
15 Jul 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
15 Jul 2024		* Possibly Flexible PPT: possibly Presentation: Discussion:	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
15 Jul 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance - 1st Reading	Consent?	Englewood Customer - Request for License Agreement and Consent to Assignment	Englewood Customer - Request for License Agreement and Consent to Assignment.	Peter Van Ry, Sarah Stone	Utilities
22 Jul 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		June 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
22 Jul 2024	Information and Direction	Flexible PPT: Yes Presentation: 20 minutes Discussion:	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 Rachael	City Attorney's Office, Public Works
22 Jul 2024		Not Flexible PPT: Yes Presentation: Discussion:	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
22 Jul 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
22 Jul 2024		Flexible PPT: Yes	Bill for an Ordinance - 1st Reading	No	Creation of a Hoosah business license	On May 6, 2024, Mayor Sierra requested City Council consider a Hoosah business license, for Hoosah consumption on the premises. This ordinance creates the license within Municipal Code.	Tamara Niles	City Attorney's Office
22 Jul 2024		Not Flexible PPT: Yes Presentation: Discussion:	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 2023 ballot	Brad Anderson, Christina Underhill	Parks, Recreation & Library
05 Aug 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo		Budget Advisory Committee 2024 Annual Report	Budget Advisory Committee 2024 Annual Report	Bill Leage	Finance
05 Aug 2024		Flexible PPT: No Presentation: Discussion:	Resolution	Consent?	Staff recommends City Council approve the ratified collective bargaining agreements between the City and the Englewood Employees Association and the City and the Englewood Police Benefit Association.	Approval of the EEA and EPBA collective bargaining agreements	Shawn Weiske	Human Resources
12 Aug 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 90 minutes Discussion:	Study Session Memo		Draft Proposed 2025 Operating & Capital Budget	Draft Proposed 2025 Operating & Capital Budget	Jennifer Nolan, Kevin Engels	Finance
12 Aug 2024	Information	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Presentation on City Home Rule Authority	On June 3, 2024, City Council requested a study session providing background on the City's Home Rule Authority. This presentation provides general information and background on Home Rule.	Tamara Niles	City Attorney's Office
12 Aug 2024	Information	Flexible PPT: Maybe Presentation: 10 minutes Discussion:	Study Session Memo		Englewood Arts MS-Year Report	E-Arts staff will provide a programming and facility use update.	Christina Underhill	Parks, Recreation & Library
19 Aug 2024		Not Flexible	Executive Session		Executive session for annual performance evaluation of City Attorney, City Manager	City Council appoints the City Manager and City Attorney, and annually evaluates performance no later than September 1.	Tamara Niles	City Attorney's Office
26 Aug 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		July 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
26 Aug 2024	Information	Flexible PPT: Yes Presentation: 30 minutes Discussion:	Study Session Memo		South Broadway Public Realm Action Plan	South Broadway Public Realm Action Plan Project (present the scope, engagement and planning to date)	Hilarie Portell	Downtown Development Authority