



## Council Newsletter

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### CITY MANAGER'S NOTES

July 19, 2024

#### Upcoming Council Meetings

##### **July 22, 2024**

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

##### **August 5, 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

**CITY OF ENGLEWOOD  
2024 CALENDAR OF EVENTS**



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**July**

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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
	4:30 p.m.	Englewood Downtown Development Authority, Malley Center

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**August**

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Thurs. August 1	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. August 5	2:00 p.m.	Malley Trust Fund Meeting, 3380 S. Lincoln, Longs Peak Classroom
	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. August 6	Cancelled	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	3:30 p.m.	NonEmergency Retirement Board, Mesa Verde Conf Room
	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	8:30 a.m.	Mayor Manager Meeting, Virtual
	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 Public Hearing: Home Occupations
Wed. August 21	8:30 a.m.	Mayor Manager Meeting, Virtual
	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
Wed. August 28	8:30 a.m.	Mayor Manager Meeting, Virtual

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### **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	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
	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Thurs. Sept. 5	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. Sept. 9	6:00 p.m.	City Council Study Session, Community Room
Tues. Sept. 10	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. Sept 11	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals. Council Chambers
Thur. Sept. 12	5:30 p.m.	Parks & Recreation Commission, Jason Park
Mon, Sept. 16	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Sept. 17	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Sept 18	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. Sept. 19	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. Sept. 23	6:00 p.m.	City Council Study Session Community Room
Tues. Sept. 24	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed, Sept. 25	8:30 a.m.	Mayor Manager Meeting, Virtual

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### **October**

Wed. Oct. 2	8:30 a.m.	Mayor Manager Meeting, Virtual
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	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. October 3	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon, Oct. 7	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Oct. 8	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Oct 9	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals. Council Chambers
Thurs. Oct. 10	5:30 p.m.	Parks & Recreation Commission, Englewood Recreation Center
Mon. Oct. 14	6:00 p.m.	City Council Study Session, Community Room
Wed. Oct 16	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. Oct. 17	6:00 p.m.	Library Board Meeting, Anderson Room
Mon, Oct. 21	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Oct. 22	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Oct. 23	8:30 a.m.	Mayor Manager Meeting, Virtual
Mon. Oct. 28	6:00 p.m.	City Council Study Session Community Room
Wed. Oct. 30	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room

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## November

Mon. Nov 4	2:00 p.m.	Malley Trust Fund Meeting, Malley Rec Center
	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Nov. 5	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Nov. 6	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Thurs. Nov. 7	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. Nov. 11	Veteran's Day	City Offices Closed
Tues. Nov. 12	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room

Column1	Column2	Column3	Column4	Column5	Column6	Column7
Meeting Date	Item Type	Consent	Report Title	Department/Group	Description	Staff Responsible
22 Jul 2024	Bill for an Ordinance – 1st Reading	No	November Election: Calling Special Election, Authorizing Agreement, and setting Parks Bond Ballot Question for November Election	Parks, Recreation & Library	An ordinance calling a special election, authorizing an agreement to run the coordinated election, and placing a Parks General Obligation Bond on the November 2024 ballot	Brad Anderson, Christina Underhill
22 Jul 2024	Motion	No	Revisions to Council Policies regarding Public Comment, Other Matters	City Attorney's Office	Amendments to Council Policies, as directed by City Council at its March 11 study session and April 15 regular meeting	Tamara Niles
22 Jul 2024	Motion	No	Quarter 2 2024 Strategic Plan Update	Community Development	Motion to accept strategic plan updates for quarter two, 2024, and to consider modifications to the plan	Elizabeth Ramsey, Tim Dodd
22 Jul 2024	Bill for an Ordinance – 1st Reading	No	Assignment to City and County of Denver of the City of Englewood 2024 Private Activity Bond Allocation	Community Development	Assignment of Englewood's 2024 Private Activity Bond (PAB) allocation of \$2,118,260 to the City and County of Denver to facilitate the Brad Power, Darren Hollingsworth 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
22 Jul 2024	Study Session Memo		Yearout Energy Project and Financials Review	City Manager's Office	The City's Energy Performance Contractor, Yearout Energy, to come give an update on the energy audit as well as provide further details into the financials of the project.	Melissa Englund
22 Jul 2024	Recognition		Recognition of the 2024 City of Englewood Interns	City Manager's Office	Recognition of the 2024 City of Englewood Interns	Elizabeth Ramsey
22 Jul 2024	Bill for an Ordinance – 1st Reading	No	An ordinance submitting a November ballot question removing the GO Bond voting restrictions in Charter, to allow voters to consider bond issues under TABOR	City Attorney's Office	Charter and TABOR read together limits GO Bond ballot questions to a degree that a citizen-initiated charter amendment can inadvertently prohibit voters from also considering a ballot question to raise funds to improve City parks. This ballot question eliminate the conflict between TABOR and Charter, to ensure citizens can vote on bond issues.	Tamara Niles
22 Jul 2024	Bill for an Ordinance – 1st Reading	No	An ordinance submitting a November ballot question regarding ranked choice voting for Englewood's elected officials	City Attorney's Office	The proposed ballot question would institute ranked-choice voting for Englewood elected officials, to eliminate need for a runoff election should no candidate receive a majority of votes	Tamara Niles
22 Jul 2024	Bill for an Ordinance – 1st Reading	Yes	Intergovernmental Agreement (IGA) with the City of Littleton for a Shared Green Business Program	City Manager's Office	Ordinance for an IGA with the City of Littleton for a shared green business program	Melissa Englund, Tim Dodd
22 Jul 2024	Study Session Memo		US285/Broadway Interchange Reconstruction Project Status	Public Works	Discussion of US285/Broadway Intersection Reconstruction project and funding shortfall.	Tim Hoos, Victor Rachael
22 Jul 2024	Motion	No	City staff seeking approval to apply for State of Colorado Energy Efficiency and Conservation Block Grant	City Manager's Office	City staff seeking City Council approval to apply for the State's Energy Efficiency and Conservation Block grant to go towards funding an additional sustainability staff person that would serve both Englewood and Sheridan.	Melissa Englund
05 Aug 2024	Resolution	Yes	Approval of the 2025 - 2026 Collective Bargaining Agreement between the City of Englewood and the Englewood Police Benefit Association	Human Resources	Approval of the 2025 - 2026 EPBA CBA	Shawn Weiske
05 Aug 2024	Bill for an Ordinance – 2nd Reading	Yes	Englewood Property Owner – Request for City Ditch License Agreement and Consent to Assignment of License Agreement	Utilities	Ordinance to approve City Ditch License Agreement with Corah Enterprises, L.L.C. (Corah) for rights and obligations within the City Ditch Right-of-Way at 3650 South Cherokee Street and Consent to Assignment of License Agreement to prospective purchasers.	Sarah Stone
05 Aug 2024	Bill for an Ordinance – 2nd Reading	Yes	Intergovernmental Agreement (IGA) with Arapahoe County for Emergency Management Services	City Manager's Office	Intergovernmental Agreement (IGA) with Arapahoe County for Emergency Management Services	Tim Dodd
05 Aug 2024	Bill for an Ordinance – 2nd Reading	No	Ordinance to set new development impact fees	City Manager's Office	Ordinance to set updated development impact fees	Tim Dodd
05 Aug 2024	Bill for an Ordinance – 1st Reading	Yes	SIPA Eligible Government Entity Agreement	Communications, Information Technology	An eligible government entity agreement needs to be signed with the Colorado Statewide Internet Portal Authority (SIPA) in order to apply for a SIPA Grant.	Lucia Magnuson
05 Aug 2024	Resolution	Yes	Staff recommends City Council approve the ratified collective bargaining agreement between the City and the Englewood Employees Association.	Human Resources	Approval of the EEA collective bargaining agreement	Shawn Weiske
05 Aug 2024	Bill for an Ordinance – 2nd Reading	Yes	Ordinance for an Amendment to the Intergovernmental Joint Cooperation Agreement and Home Investment Partnerships (HOME) Consortium Agreement between Arapahoe County and City of Englewood	Community Development	Ordinance approving an amendment to the Intergovernmental Joint Cooperation Agreement and Home Investment Partnerships (HOME) Consortium Agreement between Arapahoe County and City of Englewood for Grant Years 2025-2027	Nancy Fenton
05 Aug 2024	Executive Session		Executive Session		executive session to discuss specialized details of security arrangements for future City Council meetings, as authorized by Colo. Rev. Stat. Ann. § 24-6-402(1)(f)	Sam Watson
05 Aug 2024	Study Session Memo		Budget Advisory Committee 2024 Annual Report	Finance	Budget Advisory Committee 2024 Annual Report	Bill Lesage
12 Aug 2024	Study Session Memo		Draft Proposed 2025 Operating & Capital Budget	Finance	Draft Proposed 2025 Operating & Capital Budget	Jennifer Nolan, Kevin Engels
12 Aug 2024	Study Session Memo		June 2024 Monthly Financial Report	Finance	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels
12 Aug 2024	Study Session Memo		Presentation on City Home Rule Authority	City Attorney's Office	On June 3, 2024, Council Member Russell 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
12 Aug 2024	Study Session Memo		Englewood Arts Mid-Year Report	Parks, Recreation & Library	E-Arts staff will provide a programming and facility use update.	Christina Underhill
19 Aug 2024	Executive Session		Executive session for annual performance evaluation of City Attorney, City Manager	City Attorney's Office	City Council appoints the City Manager and City Attorney, and annually evaluates performance no later than September 1	Tamara Niles
19 Aug 2024	Motion	Consent?	Contract with MV Transportation for Expanded Shuttle Service and Vehicle Purchase	Community Development	Motion to approve a contract, not to exceed \$360,000, with MV Transportation for additional shuttle hours, added Saturday service, and the purchase of two new buses	Dan Poremba
19 Aug 2024	Bill for an Ordinance – 1st Reading	Consent?	Ordinance to approve the Funding Agreement for RTD Community Development Funding of Local Transportation Services of City of Englewood Trolley Service Improvements in the amount of \$900,000	Community Development	First Reading - Funding Agreement for RTD Funding of Local Transportation Services of City of Englewood Trolley Service Improvements in the amount of \$900,000 for years 2024, 2025 and 2026.	Dan Poremba
19 Aug 2024	Bill for an Ordinance – 1st Reading	Consent?	Santa Fe Park Easements and Agreements – City Ditch Utilities	Utilities	Santa Fe Park Easements and Agreements – City Ditch	Pieter Van Ry, Sarah Stone
19 Aug 2024	Motion	Consent?	Electrical, Instrumentation & Control contract renewals (6)	Utilities	Electrical, Instrumentation & Control contract renewals (6)	Pieter Van Ry, Sarah Stone
19 Aug 2024	Motion	Yes	Motion to approve settlement agreement with American Striping, Harvey Construction, Inc.	City Attorney's Office	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
19 Aug 2024	Bill for an Ordinance – 1st Reading	No	Ordinance providing for forfeiture of vehicles used in organized drag racing events	City Attorney's Office	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
19 Aug 2024	Study Session Memo		Potential changes to permitting and licensing requirements for special events and food vendors	City Manager's Office	Council direction on proposed changes to permitting and licensing requirements for special events and food vendors	Elizabeth Ramsey, Will Morris
26 Aug 2024	Study Session Memo		City of Englewood Age-Friendly Plan	Parks, Recreation & Library	This brief presentation will touch on ways that the City of Englewood can make strides toward being a more age-friendly city by implementing additional programs and resources for older adults utilizing Malley Recreation Center as a catalyst for implementation. The Age-Friendly Plan is in line with the current City of Englewood Strategic Plan and targets community wellbeing goals & outcomes. This study session will review a 15-minute power point presentation, and allow time for questions following.	Nancy Baum
26 Aug 2024	Study Session Memo		Review of City right of way code, potential provisions to protect citizens, drivers	City Attorney's Office, Public Works	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
26 Aug 2024	Study Session Memo		South Broadway Public Realm Action Plan	Downtown Development Authority	South Broadway Public Realm Action Plan Project (present the scope, engagement and planning to date)	Hilarie Portell
26 Aug 2024	Study Session Memo		July 2024 Monthly Financial Report	Finance	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels
03 Sep 2024	Bill for an Ordinance – 1st Reading		IGA Arapahoe County E911 and the City of Englewood Police for use of backup communications center	City of Englewood Police	This is an ordinance for an Intergovernmental Agreement between the Arapahoe County E911 Authority and the City of Englewood for Vance Fender use of the 911 Authority backup communications center.	
03 Sep 2024	Executive Session		Executive Session on real estate matters related to City Center		Executive Session on real estate matters pertaining to City Center	Brad Power, Dan Poremba
09 Sep 2024	Study Session Memo		Vacant Properties		Staff is seeking direction on implementing a vacant property ordinance, including fines, within the city.	Karen Montanez, Mike Smith
09 Sep 2024	Study Session Memo		Presentation on 2023 Bob's Rules of Order, a procedural guide for Colorado local government meetings	City Attorney's Office	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
16 Sep 2024	Bill for an Ordinance – 1st Reading		Intergovernmental Agreement between the City of Englewood and Arapahoe County for the South Metro Enterprise Zone Subzone		IGA with Arapahoe County tp allow the County to function as an enterprise zone subzone and to administer projects within its subzone.	Darren Hollingsworth
16 Sep 2024	Public Hearing		Public Hearing - Home Occupations	Community Development	Public Hearing - Revision of Home Occupation Regulations in Title 16, Unified Development Code	Bryan Isham, Will Charles
16 Sep 2024	Motion	Consent?	Manual Transfer Switch Project	Utilities	Manual Transfer Switch Project	Josh Beach, Pieter Van Ry
16 Sep 2024	Bill for an Ordinance – 1st Reading	Consent?	Santa Fe Park Easements and Agreements – McLellan Reservoir Drain Line	Utilities	Santa Fe Park Easements and Agreements – McLellan Reservoir Drain Line	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	City Ditch Piping Project Construction Contract	Utilities	City Ditch Piping Project Construction Contract	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	Denver Water Interconnect Construction	Utilities	Denver Water Interconnect Construction	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	Allen Water Treatment Plant Electrical Site Improvements	Utilities	Allen Water Treatment Plant Electrical Site Improvements	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	Contract for Services for Transformer and 15 kV Replacement	Utilities	Contract for Services for Transformer and 15 kV Replacement	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	Contract for Services Renewal for On-Call Water Main Repairs/Replacement	Utilities	Contract for Services Renewal for On-Call Water Main Repairs/Replacement	Pieter Van Ry, Sarah Stone
16 Sep 2024	Motion	Consent?	Professional Services Agreement Renewal for Development Review	Utilities	Professional Services Agreement Renewal for Development Review	Pieter Van Ry, Sarah Stone
16 Sep 2024	Public Hearing		Public Hearing on the 2025 Budget	Finance	Public Hearing on the 2025 Budget	Kevin Engels
23 Sep 2024	Study Session Memo		August 2024 Monthly Financial Report	Finance	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels
23 Sep 2024	Study Session Memo		EDDA Proposed 2025 Budget	Downtown Development Authority	Englewood Downtown Development Authority Proposed 2025 Budget	Hilarie Portell
23 Sep 2024	Study Session Memo		Colorado Department of Public Health and Environment (CDPHE) Backflow Program Update with CDPHE Director of the Water Quality Control Division, Nicole Rowan	Utilities	City Council Study Session with the Colorado Department of Public Health and Environment (CDPHE) for Utilities Department	Pieter Van Ry, Sarah Stone