



Council Newsletter

CITY MANAGER'S NOTES

July 25, 2024

Upcoming Council Meetings

August 5, 2024

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

August 12, 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

July

Wed. July 31 4:00 p.m. Englewood Housing Authority, 3460 South Sherman St. #203

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, 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 Pavilion #1

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

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

October

Wed. Oct. 2 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. 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

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
Tues. Nov. 12	6:00 p.m.	City Council Study Session, Community Room
Wed. Nov 13	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. Nov. 14	5:30 p.m.	Parks & Recreation Commission, Broken Tee Golf Course

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
25 Aug 2024	Information and Direction	Not Flexible PPF: Yes Presentation: 30 minutes Discussion:	Study Session Memo		Budget Advisory Committee 2024 Annual Report	Budget Advisory Committee 2024 Annual Report	Bill Letrage	Finance
25 Aug 2024		Flexible PPF: No Presentation: Discussion:	Resolution	Yes	Staff recommends City Council approve the ratified collective bargaining agreement between the City and the Englewood Employees Association.	Approval of the EEA collective bargaining agreement	Shawn Weiske	Human Resources
25 Aug 2024		Flexible PPF: No Presentation: Discussion:	Resolution	Yes	Approval of the 2025 - 2026 Collective Bargaining Agreement between the City of Englewood and the Englewood Police Benefit Association	Approval of the 2025 - 2026 EPBA CBA	Shawn Weiske	Human Resources
25 Aug 2024		Flexible PPF: No Presentation: Discussion:	Motion	Consent?	Removal of a Code Enforcement Advisory Committee Regular Member	Removal of a Code Enforcement Advisory Committee Regular Member for lack of attendance	Sara Harkness	City Clerk's Office
25 Aug 2024		Flexible	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(4)(g)	Sam Watson	
25 Aug 2024		Not Flexible PPF: No Presentation: Discussion:	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	Ordinance Approving 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	Community Development
25 Aug 2024		Not Flexible PPF: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	No	CB-30 November Election: Calling Special Election, Authorizing Agreement, and setting Parks Bond Ballot Question for November Election	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	Parks, Recreation & Library
25 Aug 2024		Not Flexible PPF: Yes	Bill for an Ordinance – 2nd Reading	Yes	CB-19 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 \$2,118,260 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
25 Aug 2024		Flexible PPF: No Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-29 Intergovernmental Agreement (IGA) with the City of Littleton for a Shared Green Business Program	Ordinance for an IGA with the City of Littleton for a shared green business program	Melissa Englund, Tim Dodd	City Manager's Office
25 Aug 2024		Not Flexible PPF: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	CB-25 An ordinance submitting a November ballot question removing the GO bond voting restrictions in Charter, to allow voters to consider bond issues under TABOR	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 eliminates the conflict between TABOR and Charter, to ensure citizens can vote on bond issues.	Tamara Niles	City Attorney's Office
25 Aug 2024		Not Flexible PPF: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	CB-26 An ordinance submitting a November ballot question regarding ranked choice voting for Englewood's elected officials	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	City Attorney's Office
25 Aug 2024		Not Flexible PPF: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	Englewood Property Owner – Request for City Ditch License Agreement and Consent to Assignment of License Agreement	Ordinance to approve City Ditch License Agreement with Corah Enterprises, L.L.C. (Corah) for rights and obligations within the City Ditch Rights of Way at 3651 South Cherokee Street and Consent to Assignment of License Agreement to prospective purchasers.	Sarah Stone	Utilities
25 Aug 2024		* Possibly Flexible PPF: possibly Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	Intergovernmental Agreement (IGA) with Arapahoe County for Emergency Management Services	Intergovernmental Agreement (IGA) with Arapahoe County for Emergency Management Services	Tim Dodd	City Manager's Office
25 Aug 2024		* Somewhat Flexible PPF: Probably not Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	No	Ordinance to set new development impact fees	Ordinance to set updated development impact fees	Tim Dodd	City Manager's Office
25 Aug 2024		Flexible PPF: No	Bill for an Ordinance – 1st Reading	Yes	SIPA Eligible Government Entity Agreement	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	Communications, Information Technology
22 Aug 2024	Information and Direction	Not Flexible PPF: Yes Presentation: 90 minutes Discussion:	Study Session Memo		Draft Proposed 2025 Operating & Capital Budget	Draft Proposed 2025 Operating & Capital Budget	Himmler Nolan, Kevin Engels	Finance
12 Aug 2024	Information	Flexible PPF: 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
12 Aug 2024	Information	Flexible PPF: Maybe Presentation: 10 minutes Discussion:	Study Session Memo		Englewood Arts Mid-Year Report	E-Arts staff will provide a programming and facility use update.	Christina Underhill	Parks, Recreation & Library
12 Aug 2024	Information	Flexible PPF: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Presentation on City Home Rule Authority	On June 8, 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	City Attorney's Office
19 Aug 2024	Information and Direction	Flexible PPF: Yes Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo		Potential changes to permitting and licensing requirements for special events and food vendors	Council direction on proposed changes to permitting and licensing requirements for special events and food vendors	Elizabeth Ramsey, Will Morris	City Manager's Office
19 Aug 2024		Not Flexible PPF: Yes Presentation: 10 minutes 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 and April 15 regular meeting	Tamara Niles	City Attorney's Office
19 Aug 2024		Possibly Flexible PPF: 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
19 Aug 2024		Not Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	Electrical, Instrumentation & Control contract renewals (6)	Electrical, Instrumentation & Control contract renewals (6)	Peter Van Ry, Sarah Stone	Utilities
19 Aug 2024		Not Flexible PPF: No Yes Presentation: Discussion:	Motion	Consent?	Contract with MV Transportation for Expanded Shuttle Service and Vehicle Purchase	Ordinance 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	Community Development
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
19 Aug 2024		Flexible PPF: 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
19 Aug 2024		Not Flexible PPF: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Ordinance to approve the Funding Agreement for RTD Funding of Local Transportation Services of City of Englewood Trolley Service Improvements in the amount of \$900,000	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	Community Development
19 Aug 2024		Not flexible, would delay external vendor's construction PPF: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Santa Fe Park Assessments and Agreements – City Ditch	Santa Fe Park Assessments and Agreements – City Ditch	Peter Van Ry, Sarah Stone	Utilities
26 Aug 2024	Information	Not Flexible PPF: Yes Presentation: 15 minutes Discussion: 15 minutes	Study Session Memo		City of Englewood Age-Friendly Plan	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	Parks, Recreation & Library
26 Aug 2024	Information and Direction	Flexible PPF: 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
26 Aug 2024	Information	Flexible PPF: 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)	Hilare Portell	Downtown Development Authority
26 Aug 2024	Information	Flexible	Study Session Memo		July 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
23 Sep 2024		Not Flexible PPF: No Presentation: 20 minutes Discussion:	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	
23 Sep 2024		Flexible PPF: Yes	Bill for an Ordinance – 1st Reading	Consent?	IGA with Arapahoe County accepting a grant for Phase 3 at Bates Logan Park.	The Parks Department applied for a grant from Arapahoe County Open Space (ACOS) for improvements at Bates Logan Park. Parks was awarded the full amount of \$600,000 on July 23, 2024. Council ordinance to accept an Intergovernmental Agreement (IGA) with Arapahoe County for the grant.	Adrian Torres, Brad Anderson, Christina Underhill	Parks, Recreation & Library
23 Sep 2024		Flexible PPF: no Presentation: 3 minutes Discussion:	Bill for an Ordinance – 1st Reading	Yes	IGA Arapahoe County 9311 and the City of Englewood for use of backup communications center	This is an ordinance for an Intergovernmental Agreement between the Arapahoe County 9311 Authority and the City of Englewood for the use of the 911 Authority backup communications center.	Vance Fender	Police
29 Sep 2024	Information and Direction	Flexible PPF: Yes Presentation: 10 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
29 Sep 2024	Direction	Not Flexible PPF: No Presentation: 10 minutes Discussion:	Study Session Memo		Vacant Properties	Staff is seeking direction on implementing a vacant property ordinance, including fines, within the city.	Karen Montanez, Mike Smith	

		Not Flexible PPF: No Presentation: Discussion:	Public Hearing	.	.	Public Hearing on the 2025 Budget	Public Hearing on the 2025 Budget	Kevin Engels	Finance
15 Sep 2024		Flexible PPF: Yes Presentation: Discussion:	Public Hearing	.	.	Public Hearing - Home Occupations	Public Hearing - Revision of Home Occupation Regulations in Title 16, Unified Development Code	Bryan Isham, Will Charles	Community Development
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Manual Transfer Switch Project	Manual Transfer Switch Project	Josh Roach, Pieter Van Ry	Utilities
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	City Ditch Piping Project Construction Contract	City Ditch Piping Project Construction Contract	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Denver Water Interconnect Construction	Denver Water Interconnect Construction	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Allen Water Treatment Plant Electrical Site Improvements	Allen Water Treatment Plant Electrical Site Improvements	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Contract for Services for Transformer and 15 kV Replacement	Contract for Services for Transformer and 15 kV Replacement	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Not Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Contract for Services Renewal for On-Call Water Main Repair/Replacement	Contract for Services Renewal for On-Call Water Main Repair/Replacement	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Not Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	.	Professional Services Agreement Renewal for Development Review	Professional Services Agreement Renewal for Development Review	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	.	Santa Fe Park Easements and Agreements – McLellan Reservoir/ Drain Line	Santa Fe Park Easements and Agreements – McLellan Reservoir/ Drain Line	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Flexible PPF: No Presentation: 5 minutes Discussion:	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 to allow the County to function as an enterprise zone subzone and to administer projects within its subzone.	Darren Hollingsworth	
	Information	Not Flexible PPF: Yes Presentation: 30 minutes Discussion:	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	City Council Study Session with the Colorado Department of Public Health and Environment (CDPHE) for Utilities Department	Pieter Van Ry, Sarah Stone	Utilities
23 Sep 2024	Information and Direction	Not Flexible PPF: Yes Presentation: ? Discussion:	Study Session Memo	.	.	EDDA Proposed 2025 Budget	Englewood Downtown Development Authority Proposed 2025 Budget	Hilarie Portell	Downtown Development Authority
23 Sep 2024	Information	Flexible PPF: Yes Presentation: 10 minutes Discussion:	Study Session Memo	.	.	August 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance