



Council Newsletter

CITY MANAGER'S NOTES February 9, 2024

Upcoming Council Meetings

February 12, 2024

The City Council Study Session will begin at 6:00pm in the Community Room.

February 19, 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

February

Mon, February 12	6:00 p.m.	City Council Study Session, Community Room
Tues. February 13	3:30 p.m.	Non-Emergency Retirement Board
	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. February 14	8:30 a.m.	Mayor Manager Meeting, Virtual
	CANCELED	Board of Adjustment and Appeals
Thurs. February 15	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. February 19	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. February 20	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. February 21	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Code Enforcement Advisory Committee, Police Community Room
	6:30 p.m.	Historic Preservation Commission. Red Rocks Conf Room
Mon, February 26	6:00 p.m.	City Council Study Session, Community Room
Tues. February 27	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. February 28	8:30 a.m.	Mayor Manager Meeting, Virtual
	4:30 p.m.	Englewood Downtown Development Authority
	6:00 p.m.	Youth Advisory Board Meeting

March

Mon, March 4	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 5	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. March 6	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. March 7	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. March 11	6:00 p.m.	City Council Study Session, Community Room
Tues. March 12	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. March 13	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. March 14	5:30 p.m.	Parks & Recreation Commission, Golf Maint. Conf Room
Mon, March 18	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. March 19	5:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. March 20	8:30 a.m.	Mayor Manager Meeting, Virtual
	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
We. March 27	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	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	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	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
12 Feb 2024	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo		Study Session to review the City's existing social media policies	Study Session to review the City's existing social media policies	Chris Harguth	City Manager's Office
12 Feb 2024	Information	Flexible PPT: Yes Presentation: 30 minutes Discussion: 20 minutes	Study Session Memo		Vision Zero & Traffic Calming Update	Staff will present an update on the City's Vision Zero program, as well as the current traffic calming efforts.	Sam Watson, Vance Fender, Victor Rachael	Police, Public Works
12 Feb 2024	Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion: 30 minutes	Study Session Memo		Study Session on recommended modifications to the contract approval process	Study Session requested by Council to provide staff recommendations on proposed modifications to the City's existing contract processes	Tim Dodd	City Manager's Office
12 Feb 2024	Information	Flexible PPT: Yes Presentation: 20 minutes Discussion: 40 minutes	Study Session Memo		Stormwater Overview	Public Works will provide an overview of the City's Stormwater past and current projects	Tim Hoos, Victor Rachael	Public Works
19 Feb 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 30	Study Session Memo		Lead Reduction Program Code Changes – Phase II	Lead Reduction Program Code Changes – Phase II	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo		City of Englewood Municipal Code Changes for Sanitary Sewer Mains	City of Englewood Municipal Code Changes for Sanitary Sewer Mains	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Resolution	Yes	Equipment Purchase Through Joe Johnson Equipment	Council Approval for Purchase of One (1) Truck-Mounted Single Engine Combination Sewer Cleaner from Joe Johnson Equipment.	Steve Ortega, Tim Hoos	Public Works
19 Feb 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Resolution	Yes	Purchase of Swimming Pool Chemicals from CEM Sales and Service	Staff recommends a resolution to purchase swimming pool chemicals for the Recreation Center and Phrases Cove for 2024	Brad Anderson	Parks, Recreation & Library
19 Feb 2024		Flexible – Could also go on March 4th PPT: No Presentation: Discussion:	Resolution	Yes	A Resolution authorizing the purchase of property from A&E Ventures-Dartmouth LLC for the Dartmouth Bridge Widening Project	A Resolution authorizing the purchase of property from A&E Ventures-Dartmouth LLC for the Dartmouth Bridge Widening Project	Tim Hoos	Public Works
19 Feb 2024		Flexible – Could also go March 4th PPT: No Presentation: Discussion:	Resolution	Yes	A Resolution authorizing the purchase of property from Dartmouth 2001 LLC for the Dartmouth Bridge Widening project	Acquisition of property from Dartmouth 2001 LLC for the purposes of constructing the Dartmouth Bridge Widening project	Tim Hoos	Public Works
19 Feb 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Board and Commission Member Appointment Recognition	Board and Commission Member Appointment Recognition	Sara Harkness	City Clerk's Office
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Clarkson and Hampden Pump Station Construction Contracts	Clarkson and Hampden Pump Station Construction Contracts	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of Contract to Surveying and Mapping, LLC (SAM) for the South Englewood Storm Sewer Inventory & Condition Assessment in the amount of \$131,626.00	Award of contract to Surveying and Mapping, LLC (SAM) in the amount of \$131,626.00 for professional services. Services include surveying, inventory, condition assessment and delivery of storm sewer system data that is compatible with the City's existing asset management system.	Devin Keener, Tim Hoos	Public Works
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of Contract to Pro-Pipe for the South Englewood Storm Sewer Inventory & Condition Assessment, Clean, Camera, and Manhole Adjustments in the amount of \$300,000.00	This contract will supplement the Storm Sewer inventory project by cleaning the storm sewer system, obtaining footage of existing pipes for condition assessment, and the adjustment of buried manholes	Devin Keener, Tim Hoos	Public Works
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	Space Improvements Project – Phase II Design	Space Improvements Project – Phase II Design	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	USIC Contract for Services Renewal	USIC Contract for Services Renewal	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes	Motion	Yes	Award of a Contract for Services with Iron Woman Construction and Environmental Services, LLC for the Purchase and Installation of an Ozone Trailer Unit	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Iron Woman Construction and Environmental Services, LLC (Iron Woman) for the purchase and installation of an ozone trailer in the amount of \$334,925, including approval to execute change order(s) to expend a 10% staff-managed contingency of \$33,492, for a total project authorization of \$368,417.	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Award of a Contract for Services with Core & Main Inc. for the Advanced Metering Infrastructure Project	Utilities staff is seeking City Council approval of a Contract for Services (CFS) with Core & Main Inc. (Core & Main) for the Advanced Metering Infrastructure (AMI) Project in the amount of \$3,614,707.	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Flexible PPT: No Presentation: Discussion:	Motion	Yes	Motion to Amend Boundary on Neighborhood Map	Motion for a boundary amendment for Hampden Hills on the Englewood Neighborhood Map	Erik Sampson	Community Development
19 Feb 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	No	CB-1 Reimbursement of recall election expenditures	Reimbursement of recall election expenditures by Mayor Othoniel Sierra, pursuant to C.R.S. 31-4-504.5	Tamara Niles	City Attorney's Office
19 Feb 2024		Flexible No PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	Yes	Second Reading for ZON2023-002, Amendment to Planned Unit Development	Second reading for an amendment to a planned unit development, 2400 West Union Avenue, Waste Management Denver South Transfer Station	Brook Bell	Community Development
19 Feb 2024		Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	Yes	Waste Characterization Study Memorandum of Understanding	Ordinance authorizing an intergovernmental agreement between the City of Englewood and Resource Recycling Systems, Inc., the City of Centennial, the City of Sheridan, and the City of Littleton for Front Range Waste Diversion Board Technical Assistance Service provider memorandum of understanding	Melissa Englund	City Manager's Office
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	Approval of an Amendment to an Intergovernmental Agreement with the Colorado Department of Transportation (CDOT) for the Design and Construction of Dartmouth Traffic Calming Corridor	Approval of an Amendment to an Intergovernmental Agreement with the Colorado Department of Transportation (CDOT), involving additional funds for the Design and Construction of Dartmouth Traffic Calming Corridor	Josh Keith, Tim Hoos	Public Works

26 Feb 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		January 2024 Monthly Financial Report	Interim Director of Finance Kevin Engels will be present to review the Monthly Financial Report	Kevin Engels	Finance
26 Feb 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
26 Feb 2024	Information and Direction	Flexible PPT: Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Report on Public Comment Procedures among various Colorado cities	Presentation on public comment procedures of Colorado cities	Sergio Renteria	City Attorney's Office
26 Feb 2024	Information and Direction	Flexible PPT: No Presentation: 20 minutes Discussion: 15 minutes	Study Session Memo		Energy Performance Contract Project Update	Company Yearout Energy will present to City Council on a project update on the Energy Performance Contract	Melissa Englund	City Manager's Office
04 Mar 2024	Information and Direction	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Parks and Recreation GO 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
04 Mar 2024		Flexible	Recognition		Recognition of Director of South Platte Renew and Englewood Utilities, Pieter Van Ry, for appointment to the National Association of Clean Water Agencies' (NACWA) Board of Directors	Recognition of Director of South Platte Renew and Englewood Utilities, Pieter Van Ry, for appointment to the National Association of Clean Water Agencies' (NACWA) Board of Directors	Elizabeth Ramsey	City Manager's Office
04 Mar 2024		Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Bates Logan Phase 2	Motion to approve a contract with Elite Industries to provide construction services to improve park amenities at Bates Logan in the amount of \$1,314,803.	Adrian Torres	Parks, Recreation & Library
04 Mar 2024		Not Flexible PPT: No Presentation: 15 minutes Discussion:	Motion	Consent?	2024 Strategic Plan Revisions	2024 Strategic Plan Revisions	Elizabeth Ramsey, Tim Dodd	City Manager's Office
04 Mar 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
04 Mar 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	An Ordinance amending Englewood Municipal Code 15-3-5, Administrative Appeal Procedure.	An Ordinance amending Englewood Municipal Code 15-3-5, Administrative Appeal Procedure.	Shawn Lewis	City Manager's Office
25 Mar 2024	Information	Flexible Yes Presentation: 10 minutes Discussion:	Study Session Memo		February 2024 Monthly Financial Report	Interim 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	Interim Director Kevin Engels of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
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
22 Apr 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		March 2024 Monthly Financial Report	Interim Director of Finance Kevin Engels will be present to review the Monthly Financial Report	Kevin Engels	Finance
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