



## Council Newsletter

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### CITY MANAGER'S NOTES

February 15, 2024

#### Upcoming Council Meetings

##### **February 19, 2024**

The City Council Regular Meeting will begin at 7:00pm in Council Chambers.

##### **March 4, 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

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**February**

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Thurs. February 15	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. February 19	7:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. February 20	5:00 p.m.	Townhall: CodeNext to CodeNow, Sunroom Brewing – 3242 S. Acoma St.
	6:30 p.m.	Planning and Zoning Commission, Community Room
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
Thurs. February 22	3:00 p.m.	Groundbreaking: south Englewood Flood Reduction Project. Site B
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, Craig Hospital
	6:00 p.m.	Youth Advisory Board Meeting, 1155 W. Oxford Ave.

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**March**

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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
	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	5:00 p.m.	Cocktails with Council, One Barrel American Bistro
	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

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## 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
Thurs. April 18	6:00 p.m.	Library Board Meeting, Anderson Room
Mon. April 22	6:00 p.m.	City Council Study Session, Community Room
Tues. April 23	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. April 24	6:00 p.m.	Youth Advisory Board Meeting

Study Session								
Meeting Date	Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
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 Pirates Cove for 2024	Brad Anderson, Kris Davison	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	Yes	Contract for Construction with J.R. Filanc Construction Company, Inc. for the construction of the Clarkson and Hampden Booster Pump Station Improvements Project	A Contract for Construction (CFC) with J.R. Filanc Construction Company, Inc. (Filanc) for the construction of the Clarkson and Hampden (C&H) Booster Pump Station Improvements Project (Project) in the amount of \$1,583,000 including approval to execute change order(s) to expend a 10% staff-managed contingency of \$158,300, if needed, for a total project authorization of \$1,741,300.	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	Professional Service Agreement with Eidos Architects, PC for Phase 2 Utilities Facilities Final Design	Professional Services Agreement (PSA) with Eidos Architects, PC (Eidos) for Phase 2 Utilities Facilities Final Design in the amount of \$323,194, including approval to execute any change order(s) to expend a 10% staff managed contingency of \$32,320, if needed, for a total project authorization of \$355,514.	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	Renewal of Contract for Services with USIC Locating Services, LLC to perform utility locating and marking services for underground water, wastewater, City Ditch, and storm sewer pipelines	Renewal of Contract for Services (CFS) with USIC Locating Services, LLC (USIC) to perform utility locating and marking services for underground water, wastewater, City Ditch, and storm sewer pipelines in the amount of \$200,000, including approval to execute change order(s) to expend a 15% staff-managed contingency of \$30,000 if needed, for a total project authorization of \$230,000.	Pieter Van Ry, Sarah Stone	Utilities
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	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	Consideration of an Amendment to the Boundaries of the Neighborhood Map	Consideration of an amendment to the boundaries of the Hampden Hills neighborhood on the Englewood Neighborhood Map	Erik Sampson	Community Development
19 Feb 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	No	Professional Services Agreement with Hazen and Sawyer for Engineering Services During Construction for the Clarkson & Hampden Booster Pump Station Project	Professional Services Agreement (PSA) with Hazen and Sawyer (Hazen) for engineering services during construction for the Clarkson & Hampden (C&H) Booster Pump Station Project in the amount of \$133,080 including approval to execute change order(s) to expend a 10% staff-managed contingency of \$13,300, if needed, for a total project authorization of \$146,380.	Pieter Van Ry, Sarah Stone	Utilities
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 Presentation: Discussion:	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		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		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	Approval of an Amendment to an Intergovernmental Agreement (IGA) 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 (IGA) 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
04 Mar 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
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	Information and Direction	Flexible PPT: No Yes 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		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 Yes Presentation: 15 minutes Discussion:	Motion	Yes	2024 Strategic Plan Revisions	2024 Strategic Plan Revisions	Elizabeth Ramsey, Tim Dodd	City Manager's Office
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
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
18 Mar 2024		Not Flexible PPT: No Yes Presentation: 30 minutes Discussion: 30 minutes	Study Session Memo		Denver Fire Placeholder	Denver Fire Placeholder		City Manager's Office
25 Mar 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 30	Study Session Memo		Lead Reduction Program Code Amendments – Phase II	Lead Reduction Program Code Amendments – Phase II	Pieter Van Ry, Sarah Stone	Utilities

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
25 Mar 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 15 minutes	Study Session Memo		Mitigation Strategy for Out-of-Code Sanitary Sewer Mains	Mitigation Strategy for Out-of-Code Sanitary Sewer Mains	Pieter Van Ry, Sarah Stone	Utilities
25 Mar 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
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
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	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
22 Apr 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
22 Apr 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		March 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance