

Council Newsletter

CITY MANAGER'S NOTES May 3, 2024

Upcoming Council Meetings

May 6, 2024

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

May 13, 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

CITY OF ENGLEWOOD 2024 CALENDAR OF EVENTS



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Mon. May 6	2:00 p.m.	Malley Trust Fund Meeting, Malley Rec Center	
	6:00 p.m.	City Council Regular Meeting, Council Chambers	
Tues. May 7	6:30 p.m.	Planning and Zoning Commission, Community Room	
Wed. May 8	8:30 a.m.	Mayor Manager Meeting, Virtual	
	11:00 a.m.	Englewood Liquor and Marijuana Licensing Authority, Council Chambers	
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers	
Thurs., May 9	5:30 p.m.	Parks & Recreation Center, Englewood Recreation Center	
Mon. May 13	6:00 p.m.	City Council Study Session, Community Room	
Tues. May 14	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room	
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room	
Wed. May 15	8:30 a.m.	Mayor Manager Meeting, Virtual	
	6:00 p.m.	Code Enforcement Advisory Committee, Pikes Peak	
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room	
Thurs. May 16	6:00 p.m.	Library Board Meeting, Anderson Room	
Mon, May 20	6:00 p.m.	City Council Regular Meeting, Council Chambers	
Tues. May 21	6:30 p.m.	Planning and Zoning Commission, Community Room	
Wed. May 22	8:30 a.m.	Mayor Manager Meeting, Virtual	
	4:30 p.m.	Englewood Downtown Development Authority, Malley Center	
Mon. May 27	Memorial Day	City Offices Closed	
Tues. May 28	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room	
	6:00 p.m.	City Council Study Session, Community Room	
Wed. May 29	8:30 a.m.	Mayor Manager Meeting, Virtual	
		June	
Mon, June 3	6:00 p.m.	City Council Regular Meeting, Council Chambers	
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Wed. June 5	8:30 a.m.	Mayor Manager Meeting, Virtual
	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Tues. June 4	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. June 5	8:30 a.m.	Mayor Manager Meeting, Virtual
Thurs. June 6	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. June 10	6:00 p.m.	City Council Study Session, Community Room
Tues. June 11	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. June 12	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
Thurs., June 13	5:30 p.m.	Parks & Recreation Commission, Bates/Logan Park
Mon, June 17	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. June 18	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. June 19	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
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
		July
Mon, July 1	TBD	City Council Regular Meeting, Council Chambers
Tues. July 2	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. July 3	5:45 p.m.	Cultural Arts Commission, Pikes Peak Conf Room
Mon. July 8	TBD	City Council Study Session, Community 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

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
	Information	Flexible but must go after new Council members are sworn in PPT: Yes Presentation: 15 minutes	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
06 May 2024		Discussion: 20 minutes						
	Information	Not Flexible PPT: Yes Presentation: 10 minutes	Study Session Memo		Mitigation Strategy for Out-of-Code Sanitary Sewer Mains	Review mitigation strategy for out-of-code sanitary sewer mains.	Josh Roach, Pieter Van Ry, Sarah Stone	Utilities
06 May 2024 06 May 2024		Discussion: 15 minutes Not Flexible PPT: No	Resolution	No	Resolution to set council holiday schedule for the remainder of 2024	Resolution to set council holiday schedule for the remainder of 2024	Tamara Niles	City Attorney's Office
06 May 2024		Not Flexible PPT: Yes	Resolution	Yes	Equipment Purchase Through Model 1 dba Creative Bus Solutions Inc.	Council Approval for Purchase of One 2024 StarCraft Allstar (12&2) Bus from Model 1 dba Creative Bus Sales Inc.	Hoos	Public Works
06 May 2024		Not Flexible PPT: Yes Not Flexible	Resolution	Yes	Equipment Purchase Through Potestio Brothers 2024 Concrete Utility and Pirate's Cove Drainage Improvements Project	Council Approval to purchase two John Deere 6500A E-Cut Hybrid Fairway Mowers. Motion to approve contract with Silva Construction, Inc. for the construction of the 2024 Concrete Utility	Steve Ortega, Tim Hoos Michael Wilson, Tim	Public Works Public Works
06 May 2024		PPT: Yes Presentation: Discussion:				project and Pirate's Cove Drainage Improvements Project.	Hoos	
06 May 2024		Not Flexible PPT: Yes	Motion	Yes	city facilities.	Motion to approve a contract with Maintenance Resources Inc. to provide custodial services for city facilities.	Thornton	Public Works
		Not Flexible PPT: No Yes This contract replaces the existing contract which was	Motion	Yes	Motion to Approve the 2024 Transit Shuttle Services Contract with MV Transportation, Inc. (MV for the Englewood Trolley for a total 2024 not-to-exceed amount of \$638,785.	Current contract with MV Transportation is on a month/month basis. This contract is for the remainder of 2024 (May - December) for the existing Trolley service.	Dan Poremba	Community Development
		January - March 2024 and then month to month thereafter. This contract also covers the existing Trolley service of Monday - Friday, 6:30 am - 6:30 pm. It does not cover any						
		extended hours or Trolley improvements. Those items will come forward later in the year in a different contract since						
06 May 2024		they are funded by the RTD Partnership grant. Not Flexible	Motion	Yes	Joe Johnson Equipment Purchase	Council Approval for Purchase of One Eigin Pelican Three-Wheel Mechanical Sweeper from Joe Johnson	Steve Ortega, Tim	Public Works
06 May 2024		PPT: Yes Not Flexible PPT: Yes	Bill for an Ordinance –	Yes	CB- 15 Agreements with Toll Southwest, LLC, TB Angeline LLC and Centennial Water and Sanitation District for the McLellan Reservoir Drain Line Relocation	Equipment. Utilities staff is seeking City Council approval of several agreements with Toll Southwest, LLC, TB Angeline LLC and Centennial Water and Sanitation District for the relocation and piping of a portion of the McLellan	Hoos Pieter Van Ry, Sarah Stone	Utilities
06 May 2024		Presentation: Discussion: Not Flexible	2nd Reading Bill for an	Vor	CB-12 Lead Reduction Program Code Amendments – Phase III	Reservoir Drain Line. Amendments to the City of Englewood Municipal Code to support Lead Service Line Replacements through	Pieter Van Ry, Sarah	Utilities
		PPT: Yes Presentation:	Ordinance – 2nd Reading	Yes	CB-12 Lead Reduction Program Code Amendments – Phase II	pamenaments to the city of Englewood Municipal Lode to support Lead Service Line Replacements through the Lead Reduction Program.	Stone	utimes
06 May 2024		Discussion: Not Flexible PPT: Yes	Bill for an Ordinance –	Yes	CB-13 City Ditch Crossing Agreements with the Public Service Company of Colorado	Utilities staff is seeking City Council approval of two agreements with Public Service Company of Colorado (Xcel Energy) to install a new 6-inch gas main under City Ditch.	Pieter Van Ry, Sarah Stone	Utilities
06 May 2024		Presentation: Discussion: Not Flexible	2nd Reading Bill for an	Var	CB-14 Water Meter Code Changes	Amendments to the City of Englewood Municipal Code to support Water Meter Code changes.	Pieter Van Ry, Sarah	Utilities
		PPT: Yes Presentation:	Ordinance – 2nd Reading	res	CB-14 Water Meter Code Changes	permittenes to the City of Englewood municipal Code to support Water Meter Code Changes.	Stone	ountes
06 May 2024		Discussion: Not Flexible PPT: Maybe	Bill for an Ordinance –	Yes	CB-10 Ordinance to Modify Contract Processes	Per discussion at a recent Council Study Session, staff is bringing forward an ordinance for Council consideration to modify contract processes	Kevin Engels, Tim Dodd, Trudi Peepgrass	City Manager's Office
06 May 2024		Presentation: 10 minutes Discussion: Not Flexible	2nd Reading Bill for an	No	CB-8 Ordinance Revising EMC 1-5-2-9, Addressing the Council	Revision to Municipal Code regarding addressing the council, to reflect current law and Council direction as to	Tamara Niles	City Attorney's Office
06 May 2024		PPT: No Presentation: 1 minute, if any	Ordinance – 2nd Reading			nevocation to worst-part code regarding door exing the coderio, to renect current saw and coderio an ection as to who may speak during public comment		,
06 May 2024		Discussion: Flexible (5/20 could also work) PPT: No	Bill for an Ordinance – 1st	Yes	First Reading of an Amendment of an intergovernmental Agreement (IGA) between the Cities of Englewood and Sheridan for Sustainability Services	Consideration of approval of an amendment to the existing IGA between the Cities of Englewood and Sherida for sustainability services	Tim Dodd	City Manager's Office
06 May 2024		Presentation: Discussion: Not Flexible	Reading Bill for an	Yes	2024 Intergovernmental Agreement for RTD Funding of the Englewood Trolley	Approve a bill for an ordinance for the 2024 Intergovernmental Agreement with RTD for 2024 funding of the	Dan Poremba	Community Development
06 May 2024		PPT: No	Ordinance – 1st Reading			Applicable with the an obtaining of the 2024 management and the 2024 to the good traffic and the 2024 to the 2024		,
	Information	Flexible PPT: Yes	Study Session Memo		Home Occupations	Study Session on Home Occupations	Bryan Isham, Will Charles	Community Development
13 May 2024	Information and Direction	Presentation: 20 minutes Discussion: 30 minutes Not Flexible	Study Session		Youth Advisory Board Update	Youth Advisory Board Facilitator Dylan Lindsey will be present to provide an update on the Youth Advisory	Elizabeth Ramsey, Sara	City Clerk's Office
13 May 2024		PPT: No Yes Presentation: 20 minutes	Memo			Board.	Harkness	
15 May 2024	Information and Direction	Discussion: Flexible PPT: No Yes	Study Session Memo		Englewood Trolley Rebranding	Communications staff will present the various options for rebranding the Englewood Trolley and the results of citizens input.	f Chris Harguth	Communications, Community Development
13 May 2024		Presentation: 15 minutes Discussion:						
	Information and Direction	Not Flexible PPT: No Yes Presentation: 20 minutes	Study Session Memo		Arapahoe County Health	Arapahoe County Health	Shawn Lewis	City Manager's Office
20 May 2024		Discussion: 20 minutes Can cut back to 30 minutes total time if needed.						
		Not Flexible PPT: No Presentation:	Resolution	Yes	Contract for services in the amount of no more than \$123,840 to establish a new Risk Management program.	contractual services in the amount of no more than \$123,840 to establish a new Risk Management program.	Shawn Weiske	Human Resources
20 May 2024								
		Not Flexible PPT: No	Resolution	No	Revision of 2024 City of Englewood Rate and Fee Schedule	Update to the 2024 City of Englewood Rate and Fee Schedule to add a Community Development Building Division Fee for after-hour inspections.	Brad Power, Kevin Enzels	Community Development, Finance
20 May 2024 20 May 2024		PPT: No Not Flexible PPT: No Yes	Resolution Motion	No Consent?	Revision of 2024 City of Englewood Rate and Fee Schedule : Contract for Construction for 2024 Lead Service Line Replacements	Update to the 2024 City of Englewood Rate and Fee Schedule to add a Community Development Building Division Fee for after-hour inspections. Contract for Construction for 2024 Lead Service Line Replacements	Brad Power, Kevin Engels Pieter Van Ry, Sarah Stone	Community Development, Finance Utilities
		PPT: No Not Flexible PPT: No Yes Presentation: Discussion: Note The Presentation of th		No Consent?		Division Fee for after-hour inspections.	Engels Pieter Van Ry, Sarah Stone Pieter Van Ry, Sarah	Finance
20 May 2024		PPT: No Not Flexible PPT: No Yes Presentation: Discussion: Not Flexible PPT: No Yes Presentation:		No Consent?	: Contract for Construction for 2024 Lead Service Line Replacements	Division Fee for after-hour inspections. Contract for Construction for 2024 Lead Service Line Replacements	Engels Pieter Van Ry, Sarah Stone	Finance
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24 Jun 2024			Study Session Memo	South Broadway Public Realm Action Plan	South Broadway Public Realm Action Plan Project (present the scope, engagement and planning to date)		Downtown Development Authority
147011 1014	Information	Flexible	Study Session Memo	May 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
24 Jun 2024		Presentation: 10 minutes Discussion:	WALLIO .				