



Council Newsletter

CITY MANAGER'S NOTES

August 8, 2024

Upcoming Council Meetings

August 12, 2024

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

August 19, 2024

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

August 22, 2024

The Joint Council Study Session will begin at 8:00 a.m. at South Platte Renew, 2900 S. Platte River Drive.

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**



August

Thurs. August 8	Canceled	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
	Cancelled	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	Cancelled	Planning and Zoning Commission, Council Chambers
Wed. August 21	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:00 p.m.	Code Enforcement Advisory Committee, Pikes Peak Conf Room
	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

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
12 Aug 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 5 minutes	Study Session Memo		June 2024 General Fund Monthly Financial Report Review	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
12 Aug 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 90 minutes Discussion: 30 minutes	Study Session Memo		Draft Proposed 2025 Operating & Capital Budgets	Draft Proposed 2025 Operating & Capital Budget	Jennifer Nolan, Kevin Engels	Finance
12 Aug 2024	Information	Flexible PPT: Maybe Presentation: 10 minutes Discussion: 15 minutes	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 PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Study Session Memo		Presentation on City Home Rule Authority	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	City Attorney's Office
19 Aug 2024	Information and Direction	Flexible PPT: 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		Flexible PPT: 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
19 Aug 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Recognition of Englewood resident, Kamryn Higgins, for an act of heroism	Recognition of Englewood resident, Kamryn Higgins, for an act of heroism	Elizabeth Ramsey	City Manager's Office
19 Aug 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Recognition		Recognition of Utilities staff for securing millions in grants and low-interest loans for Englewood's lead service line program	Recognition of Utilities staff for securing millions in grants and low-interest loans for Englewood's lead service line program	Elizabeth Ramsey	City Manager's Office
19 Aug 2024		Not Flexible PPT: 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		Not Flexible PPT: No Yes Presentation: Discussion:	Motion	No	Motion to Approve the 2024 grant related Transit Shuttle Services Contract with MV Transportation, Inc. for expanded services of the Englewood shuttle for a 2024 not-to-exceed amount of \$360,000	A contract with MV Transportation, Inc. (MV) to provide operations, maintenance and support services for the Englewood shuttle (name change to "bert" in process) pertaining to the expanded service hours and vehicle acquisitions to be funded by a three-year RTD Partnership Program grant in 2024, 2025 and 2026.	Dan Poremba	Community Development
19 Aug 2024		Not Flexible PPT: Yes	Motion	Yes	Renewal of Five Electrical, Instrumentation and Controls Improvements Contracts for Water System Facilities	Renewal of five Electrical, Instrumentation, and Controls (EI&C) improvements contracts for Water System Facilities.	Pieter Van Ry, Sarah Stone	Utilities
19 Aug 2024		Possibly Flexible PPT: 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	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 PPT: No	Bill for an Ordinance – 2nd 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
19 Aug 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Purchase of Nevada Ditch Water Rights	Purchase of Nevada Ditch Water Rights	Pieter Van Ry, Sarah Stone	Utilities
19 Aug 2024		Flexible PPT: 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 PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	Intergovernmental Agreement for RTD Partnership Program Grant funding of improvements to Englewood shuttle services in 2024, 2025 and 2026, including new vehicle acquisitions	A bill for an ordinance for an Intergovernmental Agreement with RTD pertaining to RTD Partnership Program grant funding for improvements to the Englewood shuttle service (name change to "bert" in process) consisting of \$300,000 each in 2024, 2025 and 2026, including a \$60,000 local match to be provided by the city each year (co-funded with the Englewood Downtown Development Authority). A separate but related services contract with MV Transportation, to implement the grant-funded improvements and new vehicle acquisitions, is also being submitted for council consideration.	Dan Poremba	Community Development
19 Aug 2024		Not flexible, would delay external vendor's construction PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Agreements with Southwest Metropolitan Water and Sanitation District, Toll Southwest LLC, Public Service Company of Colorado, and TB Angeline LLC for Utility Crossings and a Relinquishment and Grant of Easement on City Ditch	Agreements with Southwest Metropolitan Water and Sanitation District (SWMWSD), Toll Southwest LLC (Toll), the Public Service Company of Colorado (Xcel Energy), and TB Angeline LLC (TBAL) for utility crossings and a Relinquishment and Grant of Easement on City Ditch.	Pieter Van Ry, Sarah Stone	Utilities

26 Aug 2024	Information	Not Flexible PPT: 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 PPT: 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 PPT: 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)	Hilarie Portell	Downtown Development Authority
26 Aug 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		July 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
26 Aug 2024	Information and Direction	Flexible PPT: 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
03 Sep 2024		Flexible PPT: Yes Presentation: Discussion:	Motion	Yes	Contract Amendment for Design Environmental LLC (Landscaping)	Request for contract amendment for additional funding for City Center Property Management vendor.	Melinda Goblirsch	Public Works
03 Sep 2024		Not Flexible PPT: No Presentation: 20 minutes Discussion:	Executive Session		Executive Session on real estate matters related to CityCenter	Executive Session on real estate matters pertaining to CityCenter	Brad Power, Dan Poremba	
03 Sep 2024		Flexible PPT: no Presentation: 3 minutes Discussion:	Bill for an Ordinance – 1st Reading	Yes	IGA Arapahoe County E911 and the City of Englewood for use of backup communications center	This is an ordinance for an Intergovernmental Agreement between the Arapahoe County E911 Authority and the City of Englewood for the use of the 911 Authority backup communications center.	Vance Fender	Police
03 Sep 2024		Flexible PPT: 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
03 Sep 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Intergovernmental Agreement Between the City of Englewood and Englewood Downtown Development Authority for a Memorandum of Understanding Regarding Shared Digital Accessibility Resources	The City of Englewood currently hosts the EDDA's website on its domain at www.engagewoodco.gov/our-city/downtown-development-authority . Due to recent legislative changes, specifically House Bill 21-1110 and Senate Bill 23-244, the city and EDDA aim to align with the Colorado Technology Accessibility Rules adopted on February 23, 2024. To this end, they are entering into a Memorandum of Understanding (MOU) to define and manage their shared efforts in complying with these accessibility standards.	Lucia Magnuson	Communications
09 Sep 2024	Direction	Not Flexible PPT: 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	
16 Sep 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion: Pieter Van Ry and Sarah Stone and Chris Edelstein, Utilities (possibly our water rights external legal counsel)	Resolution	Consent?	PFAS Settlement	PFAS Settlement	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Not Flexible PPT: No Presentation: Discussion:	Public Hearing		Public Hearing on the 2025 Budget	Public Hearing on the 2025 Budget	Kevin Engels	Finance
16 Sep 2024		Somewhat Flexible PPT: 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 PPT: 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		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Contract for Services Renewal for On-Call Water Main Repairs/Replacement	Contract for Services Renewal for On-Call Water Main Repairs/Replacement	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Motion	Consent?	Optimal Source Utilities Instrumentation and Controls Contract	Optimal Source Utilities Instrumentation and Controls Contract	Josh Roach, Pieter Van Ry	Utilities
16 Sep 2024		Somewhat Flexible PPT: 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 PPT: 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	
16 Sep 2024		Flexible Somewhat flexible, but these changes are a follow up to Council member Russell's request PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Lead Reduction Program Code Changes	Lead Reduction Program Code Changes	Pieter Van Ry, Sarah Stone	Utilities
16 Sep 2024		Somewhat Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Utilities Design Standards Code Changes	Utilities Design Standards Code Changes	Pieter Van Ry, Sarah Stone	Utilities
23 Sep 2024	Information and Direction	Flexible PPT: No Presentation: 20 minutes Discussion:	Study Session Memo		Update to Englewood Forward Comprehensive Plan	Possible update to the Englewood Forward Comprehensive Plan. Seeking direction from council.	Bryan Isham, John Voboril	Community Development
23 Sep 2024	Information	Not Flexible PPT: 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 PPT: 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 PPT: 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
07 Oct 2024		Flexible, could also do October 21 PPT: No Presentation: Discussion:	Motion	Consent?	Approval of 2025 Englewood Downtown Development Authority Budget	Motion to approve the 2025 Englewood Downtown Development Authority Budget	Hilarie Portell	Downtown Development Authority
07 Oct 2024		Not Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading	2025 Budget Ordinances First Reading	Jennifer Nolan, Kevin Engels	Finance
07 Oct 2024		Flexible PPT: Yes	Bill for an Ordinance – 1st Reading	Yes	2024 Model Traffic Code adoption	Englewood Municipal Code 11-1-1 adopts by reference the Colorado Department of Transportation Model Traffic Code, to serve as the City's traffic laws. This ordinance adopts by reference the newly-published 2024 code.	Sergio Renteria	City Attorney's Office
14 Oct 2024	Information	Not Flexible PPT: Yes Presentation: 15-20 minutes Discussion:	Study Session Memo		Golf Master Plan for Broken Tee Golf Course	Golf Master Plan for Broken Tee Golf Course	Jeremiah Stumpff, Shannon Buccio	Parks, Recreation & Library
21 Oct 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
21 Oct 2024		Flexible PPT: Yes Presentation: Discussion:	Public Hearing		Public Hearing - Home Occupations and Natural Medicines	Public Hearing - Revision of Home Occupation and Natural Medicines Regulations in Title 16, Unified Development Code	Bryan Isham, Will Charles	Community Development
21 Oct 2024		Somewhat Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Manual Transfer Switch Project	Manual Transfer Switch Project	Josh Roach, Pieter Van Ry	Utilities
21 Oct 2024		Somewhat Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Denver Water Interconnect Construction	Denver Water Interconnect Construction	Pieter Van Ry, Sarah Stone	Utilities
21 Oct 2024		Somewhat Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Remote Site Telemetry Upgrades	Remote Site Telemetry Upgrades	Pieter Van Ry, Sarah Stone	Utilities
28 Oct 2024	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		September 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance