



Council Newsletter

CITY MANAGER'S NOTES

October 4, 2024

Upcoming Council Meetings

October 7, 2024

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

October 14, 2024

The City Council Study Session is Cancelled.

October 21, 2024

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

October

Mon, Oct. 7	5:00 p.m.	Election Commission Meeting, Pikes Peak Conference Room
	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	CANCELLED	Mayor Manager Meeting, Virtual
	CANCELLED	Board of Adjustment and Appeals. Council Chambers
Thurs. Oct. 10	5:30 p.m.	Parks & Recreation Commission, Englewood Recreation Center
Mon. Oct. 14	CANCELLED	City Council Study Session, Community Room
Wed. Oct 16	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. 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, Hampden Hall
Wed. Oct. 23	8:30 a.m.	Mayor Manager Meeting, Virtual
	4:30 p.m.	Englewood Downtown Development Authority, 3380 S. Lincoln St.
Mon. Oct. 28	6:00 p.m.	City Council Study Session Community Room
Wed. Oct. 30	8:30 a.m.	Mayor Manager Meeting, Virtual
	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	CANCELLED	Planning and Zoning Commission, Council Chambers
Wed. Nov. 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. Nov. 7	5:30 p.m.	Affordable Housing Task Force, Community Room
Mon. Nov. 11		City Offices Closed in observance of Veteran's Day
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	8:30 a.m.	Mayor Manager Meeting, Virtual
	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
Mon, Nov. 18	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tue. Nov. 19	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Nov. 20	8:30 a.m.	Mayor Manager Meeting, Virtual
	11:00 a.m.	Liquor and Marijuana Licensing Authority, Council Chambers
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Thurs. Nov. 21	6:00 p.m.	Tri-Cities Study Session on Homelessness, 2255 West Berry Ave.
Mon. Nov. 25	6:00 p.m.	City Council Study Session Community Room
Tues. Nov. 26	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. Nov. 27	8:30 a.m.	Mayor Manager Meeting, Virtual

December

Mon, Dec. 2	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Dec. 3	6:30 p.m.	Planning and Zoning Commission, Council Chambers
Wed. Dec 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
Thurs. Dec. 5	5:30 p.m.	Affordable Housing Task Force, Community Room

Meeting Date	Study Session Guidance	Notes	Item Type	Consent	Report Title	Description	Staff Responsible	Department/Group
07 Oct 2024	Information and Direction	Not Flexible PPP: No Yes Presentation: 15 minutes Discussion: 20 minutes	Study Session Memo		Natural Medicine businesses: City regulation for January 1 implementation	The State of Colorado will start licensing for Natural Medicines, or psychedelic mushrooms, as of January 1. While City Council will separately consider land use code regulations, this study session provides background and information on potential City regulations on businesses providing such natural medicines.	Tamara Niles	City Attorney's Office
07 Oct 2024		Flexible PPP: Yes	Resolution	No	Resolution Setting 2025 City Council holiday, meeting schedule	Resolution establishing holidays to be recognized by City Council, and setting its 2025 meeting schedule accordingly	Tamara Niles	City Attorney's Office
07 Oct 2024		Flexible PPP: No Yes Presentation: Consent? if not, 2 minutes maximum Discussion:	Resolution	Yes	Annual Resolution setting City Attorney, City Manager 2025 compensation	City Council annually adopts a Resolution setting the compensation for City Council's two employees: the City Manager and City Attorney	Tamara Niles	City Attorney's Office
07 Oct 2024		Not Flexible PPP: No Yes Presentation: Discussion:	Recognition		Recognition of Englewood Municipal Court Restorative Justice Program Volunteers	Recognition of Englewood Municipal Court Restorative Justice Program Volunteers		
07 Oct 2024		Flexible, could also do October 21 PPP: No Presentation: Discussion:	Motion	No	Approval of 2025 Englewood Downtown Development Authority Budget	Motion to approve the 2025 Englewood Downtown Development Authority (EDDA) Budget	Hilarie Portall	Downtown Development Authority
07 Oct 2024		Flexible PPP: No Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-37 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	Community Development
07 Oct 2024		Flexible PPP: No	Bill for an Ordinance – 2nd Reading	No	Amendment to Municipal Code regarding maximum penalties to align with state law	For matters of concurrent jurisdiction, state court and municipal court penalties and sentences may vary. This ordinance adds a phrase to Municipal Code that maximum penalties and sentences won't exceed those in District Court for the same offense.	Tamara Niles	City Attorney's Office
07 Oct 2024		Flexible PPP: Yes	Bill for an Ordinance – 2nd Reading	No	CB-23 Creation of a Hookah business license	Creation of a Hookah business license, for the retail sale of Hookah, including for consumption on the premises.	Tamara Niles	City Attorney's Office
07 Oct 2024		Flexible Could be moved to Oct 7 if required PPP: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	Yes	CB-39 Ordinance amending Englewood Municipal Code, adopting 2023 Bob's Rules of Order	Amending Municipal Code to adopt by reference 2023 Bob's Rules of Order, with amendments thereto	Tamara Niles	City Attorney's Office
07 Oct 2024		Not Flexible PPP: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading (City of Englewood 2025 Budget)	2025 Budget Ordinances First Reading (1 of 5)	Kevin Engels	Finance
07 Oct 2024		Not Flexible PPP: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading (South Platte Renew 2025 Appropriation)	2025 Budget Ordinances First Reading (5 of 5)	Kevin Engels	Finance
07 Oct 2024		Flexible PPP: No	Bill for an Ordinance – 1st Reading	Yes	IGA with the Mile High Flood District to install a Rain Gauge at Duncan Park	Joint funding for the installation of a rain gauge at the headwaters of the South Englewood Drainage Basin.	Tim Hoos	Public Works
07 Oct 2024		Not Flexible PPP: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading (City of Englewood 2025 Appropriation)	2025 Budget Ordinances First Reading (2 of 5)	Kevin Engels	Finance
07 Oct 2024		Not Flexible PPP: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading (City of Englewood 2025 Property Tax Mill Levies)	2025 Budget Ordinances First Reading (3 of 5)	Kevin Engels	Finance
07 Oct 2024		Not Flexible PPP: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Budget Ordinances First Reading (South Platte Renew 2025 Budget)	2025 Budget Ordinances First Reading (4 of 5)	Kevin Engels	Finance
21 Oct 2024	Information	Not Flexible PPP: Yes Presentation: 15-20 minutes Discussion:	Study Session Memo		Golf Action Plan for Broken Tee Golf Course	Golf Action Plan for Broken Tee Golf Course	Jeremiah Stumpf, Shannon Buccio	Parks, Recreation & Library
21 Oct 2024		Not Flexible PPP: Yes Presentation: Discussion:	Resolution	No	Future PFAS Settlements	Standard authorization to join or opt out of class action lawsuits for Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS).	Pieter Van Ry, Sarah Stone	Utilities
21 Oct 2024		Flexible PPP: 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 PPP: 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
21 Oct 2024		Not Flexible PPP: Yes Presentation: 7 minutes Discussion:	Motion	Consent?	Contract Award Recommendation for Old Hampden Utilities Improvements Project	Contract for Construction (CFC) with Timber Wolf Excavating LLC (Timber Wolf), for Phase 1 of the Old Hampden Utilities Improvements Project in the amount of \$4,881,623, including approval to execute change order(s) to expend a 10% staff-managed contingency of \$225,069 (for waterline construction), if needed, for a total project authorization of \$5,106,692.	Pieter Van Ry, Sarah Stone, Tim Hoos, Victor Rachael	Public Works, Utilities
21 Oct 2024		Flexible PPP: No Presentation: Discussion:	Motion	Consent?	Intergovernmental Agreement with the Colorado Energy Office accepting the Public Building Electrification Grant.	City of Englewood awarded a \$750,000 grant for public building electrification via the State's Energy Office. Staff looking for City Council to approve, by motion, the grant funds.	Melissa Englund, Victor Rachael	City Manager's Office, Public Works
21 Oct 2024		Flexible PPP: Yes	Bill for an Ordinance – 1st Reading	Consent?	Ordinance amending City's right of way code, adopting fees and penalties	At Council's direction, city staff prepared proposed updates to the City's right-of-way code for best practices and to improve enforcement mechanisms	Tamara Niles, Victor Rachael	City Attorney's Office, Public Works
21 Oct 2024		Not Flexible PPP: No Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	No	2025 Stormwater Utility Rate Increase Ordinance	Proposed rate increase for the Stormwater Utility Fund	Tim Hoos	Utilities
21 Oct 2024		Not Flexible PPP: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	No	Dry Gulch IGA Second Amendment	Dry Gulch IGA Second Amendment	Tim Hoos	Utilities
21 Oct 2024		Not Flexible PPP: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	No	South Englewood Basin IGA Third Amendment	South Englewood Basin IGA Third Amendment	Tim Hoos	Utilities
21 Oct 2024		Flexible Somewhat flexible, but these changes are a follow up to Council member Russell's request PPP: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 1st Reading	No	Lead Reduction Program Code Changes	Lead Reduction Program Code Changes	Pieter Van Ry, Sarah Stone	Utilities
21 Oct 2024		Somewhat Flexible PPP: 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
21 Oct 2024		Flexible PPP: No	Bill for an Ordinance – 1st Reading	Yes	Intergovernmental Agreement between the City of Englewood and Arapahoe County	An intergovernmental agreement between the City of Englewood and Arapahoe County regarding the Englewood Activity Book.	Madeline Hinkfuss	Communications
21 Oct 2024		Flexible PPP: 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
28 Oct 2024	Information	Possibly Flexible PPP: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Review and Discussion of 2024 Community Satisfaction Survey Results	Overview of the results from the 2024 annual Community Satisfaction Survey	Chris Harguth, Elizabeth Ramsey, Tim Dodd	City Manager's Office
28 Oct 2024	Information	Flexible PPP: Yes Presentation: 1 hour Discussion:	Study Session Memo		2024 Mid-Year Capital Projects Review of the Capital Improvement Plan (CIP)	2024 Mid-Year Review Capital Projects of the Capital Improvement Plan (CIP)	Kevin Engels	Finance
28 Oct 2024	Information	Not Flexible PPP: Yes Presentation: 20 minute Discussion:	Study Session Memo		Colorado Department of Public Health and Environment (CDPHE) Backflow Program Update	Colorado Department of Public Health and Environment (CDPHE) Backflow Program Update	Pieter Van Ry, Sarah Stone	Utilities
04 Nov 2024	Information	Flexible PPP: Yes Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo		September 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
04 Nov 2024	Information and Direction	Not Flexible PPP: No Yes Presentation: 10 min Discussion: 40 minutes	Study Session Memo		Vacant Buildings Discussion	Vacant Building Discussion	Karen Montanez	Community Development
04 Nov 2024		Flexible PPP: No Presentation: Discussion:	Resolution	Consent?	2025 Rate and Fee Schedule Update	Update of the 2025 Rate and Fee Schedule Update	Kevin Engels	Finance
04 Nov 2024		Flexible but not sooner	Recognition		Recognition of Fall Citizens Planning School Graduates	Recognition by city council of the graduates of the fall session of the Citizens Planning School	Bryan Isham	Community Development
04 Nov 2024		Not Flexible PPP: Yes Presentation: 15 minutes Discussion:	Motion		Quarter 2 and Quarter 3 Strategic Plan Updates 2024	Motion to accept strategic plan updates for quarter two and quarter three, 2024, and to consider modifications to the plan	Elizabeth Ramsey	City Manager's Office
04 Nov 2024		Flexible PPP: 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

04 Nov 2024		Flexible PPT: Yes	Bill for an Ordinance – 1st Reading	Consent?	Home Occupation and Natural Medicine Regulations	First Reading on a Bill for and Ordinance to amend home occupation and natural medicines regulations in Title 16.	Bryan Isham, Will Charles	Community Development
04 Nov 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	IGA between the United States marshal's Service and the City of Englewood.	This is an IGA between the United States Marshal's Service and the City of Englewood to assign a "Task Force Officer" with their Regional Fugitive Task Force.	Vance Fender	Police
04 Nov 2024		Not Flexible PPT: Yes	Bill for an Ordinance – 1st Reading		Business operational regulations for Natural Medicines	Ordinance amending Municipal Code	Tamara Niles	City Attorney's Office
04 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Special Event Regulations	Ordinance to amend special event regulations in Title 5	Elizabeth Ramsey	City Manager's Office
04 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Food Vendor Licensing Regulations	Ordinance to amend food vendor licensing in Title 5	Elizabeth Ramsey	City Manager's Office
12 Nov 2024	Information	Flexible PPT: Yes Presentation: 30-45 minutes Discussion:	Study Session Memo		Review of State Housing Laws	Update city council on the recently passed Colorado laws pertaining to housing	Bryan Isham	Community Development
18 Nov 2024		Flexible PPT: Yes	Resolution	No	2024 Budget Supplemental #3	2024 Budget Supplemental #3	Kevin Engels	Finance
18 Nov 2024		Somewhat Flexible PPT: Yes Presentation: Discussion:	Resolution	Consent?	2025 Bulk Chemical Purchases	2025 Bulk Chemical Purchases	Josh Roach, Pieter Van Ry	Utilities
18 Nov 2024		Flexible Yes - but not sooner PPT: No Presentation: Discussion: We will complete the form for the Mayor's comments for the recognition through Liz Ramsey	Recognition	No	Recognition for City Receiving DRCOG and State APA Awards for CodeNext	Recognition for City Receiving DRCOG and State APA Awards for CodeNext		Community Development
18 Nov 2024		Somewhat Flexible, contracts must be renewed before Jan 2025 PPT: Yes Presentation: Discussion:	Motion	Consent?	Legal and Water Resources Engineering Agreement Renewals	Legal and Water Resources Engineering Agreement Renewals	Pieter Van Ry, Sarah Stone	Utilities
18 Nov 2024		Somewhat Flexible, contracts must be renewed by Jan 2025 PPT: Yes	Motion	Consent?	On-Call Engineering Agreement Renewals	On-Call Engineering Agreement Renewals	Pieter Van Ry, Sarah Stone	Utilities
18 Nov 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
18 Nov 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