



Council Newsletter

CITY MANAGER'S NOTES October 25, 2024

Upcoming Council Meetings

October 28, 2024

The City Council Study Session will begin at 6:00 p.m. in Council Chambers.

November 4, 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. 28	6:00 p.m.	City Council Study Session Council Chambers
Wed. Oct. 30	8:30 a.m.	Mayor Manager Meeting, Virtual
Fri. Oct. 31	2:00 p.m.	Englewood McLellan Reservoir Foundation, Red Rocks 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, Hampden Hall
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
	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	5:00 – 7:00 pm	Open House – Comprehensive Plan Update, Community Room
	7:00 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
Mon. Dec. 9	6:00 p.m.	City Council Study Session, Community Room
Tues. Dec. 10	5:00 p.m.	Water & Sewer Board, Red Rocks Conf-Room
	6:30 p.m.	Sustainability Commission, Pikes Peak Conf-Room
Wed. Dec 11	8:30 a.m.	Mayor Manager Meeting, Virtual
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Mon, Dec. 16	5:00 p.m.	City Council Holiday Dinner, TBD
	6:00 p.m.	City Council Regular Meeting, Council Chambers
Tues. Dec. 17	5:15 p.m.	Budget Advisory Committee, Pikes Peak Conf Room
Wed. Dec. 18	8:30 a.m.	Mayor Manager Meeting, Virtual
	6:30 p.m.	Historic Preservation Commission, Red Rocks Conf Room
Mon. Dec. 23	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
28 Oct 2024	Information	Not flexible PPT: Yes Presentation: 20 minutes Discussion: 15 minutes	Study Session Memo		Environmental and Compliance Programs	Overview of the environmental and compliance programs within the Utilities Department with guest Nicole Rowan, Director of the Water Control Division of the Colorado Department of Public Health & Environment (CDPHE).	Pieter Van Ry	Utilities
28 Oct 2024	Information	Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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 PPT: Yes Presentation: 1 to 1.5 hours total for presentation and 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 PPT: Yes Presentation: 15 minutes Discussion: 30 minutes	Study Session Memo		Vision Zero Update	Staff will provide an update on vision zero efforts and planned next steps.	Adam Maxwell, Victor Rachael	Public Works
04 Nov 2024	Information and Direction	Not Flexible PPT: No Presentation: 10 min Discussion: 40 minutes	Study Session Memo		Vacant Buildings Discussion	Vacant Building Discussion	Karen Montanez, Mike Smith	Community Development, Fire Marshal's Office
04 Nov 2024	Information	Flexible PPT: 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		Flexible PPT: Yes Presentation: Discussion:	Resolution	No	Standard Authorization for 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
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 PPT: 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		Not Flexible PPT: Yes	Motion	Yes	Bates Logan Phase 3	Motion to approve a contract with Elite Industries to provide construction services to improve park amenities at Bates Logan in the amount of \$1,076,564.40	Adrian Torres, Brad Anderson, Christina Underhill	Parks, Recreation & Library
04 Nov 2024		Flexible PPT: 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
04 Nov 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 2nd Reading	No	Englewood Municipal Code Changes to Refine Ownership of Water Service Line	Consideration of an Ordinance to amend Englewood Municipal Code to refine the ownership of the water service line.	Pieter Van Ry, Sarah Stone	Utilities
04 Nov 2024		Flexible PPT: No	Bill for an Ordinance – 2nd 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
04 Nov 2024		Not Flexible PPT: No Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	2025 Stormwater Utility Rate Increase Ordinance	Proposed rate increase for the Stormwater Utility Fund.	Tim Hoos	Public Works
04 Nov 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	Dry Gulch IGA Second Amendment	Dry Gulch IGA Second Amendment	Tim Hoos	Public Works
04 Nov 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	South Englewood Basin IGA Third Amendment.	South Englewood Basin IGA Third Amendment.	Tim Hoos	Public Works
04 Nov 2024		Flexible PPT: Yes	Bill for an Ordinance – 2nd Reading	No	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
04 Nov 2024		Not flexible, these changes are a follow-up to Council Member Russell's request PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	Englewood Municipal Code Changes to Refine the Requirements for Interior Inspections of Customer-Side Service Lines Under the Lead Reduction Program	Consideration of a Council Bill to amend Englewood Municipal Code to refine customer-side interior inspections under the Lead Reduction Program.	Pieter Van Ry, Sarah Stone	Utilities
04 Nov 2024		Not Flexible PPT: Yes Presentation: 5 minutes Discussion:	Bill for an Ordinance – 2nd Reading	No	Englewood Municipal Code Changes to Allow Water and Sewer Service Lines to Cross Adjacent Properties	Consideration of an Ordinance to amend Englewood Municipal Code to allow water and sewer service lines to cross adjacent properties.	Pieter Van Ry, Sarah Stone	Utilities
04 Nov 2024		Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading		Public Hearing - Home Occupations and Natural Medicines	Bill for an Ordinance - Revision of Home Occupation and Natural Medicines Regulations in Title 16, Unified Development Code	Bryan Isham, Will Charles	Community Development
04 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 10 minutes Discussion:	Bill for an Ordinance – 1st Reading	Yes	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	No	Food Vendor Licensing Regulations	Ordinance to amend food vendor licensing in Title 5	Elizabeth Ramsey	City Manager's Office
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		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
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

12 Nov 2024	Information and Direction	Not Flexible PPT: 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
12 Nov 2024	Information	Not Flexible PPT: No Yes Presentation: Discussion:	Study Session Memo		Old Hampden Complete Streets- Design Update	: An update for council on the progression of the Old Hampden Complete Streets design. Presentation includes an overview of the project's progression, summary of public engagement, display of the design at its current level and an opportunity for council to ask questions	Rachel Grafman	Public Works
18 Nov 2024		Flexible PPT: Yes	Resolution	No	2024 Budget Supplemental #3	2024 Budget Supplemental #3	Kevin Engels	Finance
18 Nov 2024		Flexible PPT: No Presentation: Discussion:	Resolution	Consent?	2025 Rate and Fee Schedule Update	Update of the 2025 Rate and Fee Schedule Update	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		Not Flexible PPT: 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
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
18 Nov 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
18 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
18 Nov 2024		Not Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	City Ditch Reach 3 Easements – City of Littleton	City Ditch Reach 3 Easements – City of Littleton	Pieter Van Ry, Sarah Stone	Utilities
02 Dec 2024		Flexible PPT: Yes Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo		October 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
02 Dec 2024	Information and Direction	Flexible PPT: Yes Presentation: 15 minutes Discussion:	Study Session Memo		Homeowners Serving as General Contractors for Residential Construction	Information on building codes and homeowners serving as their own contractor on residential projects	Brad Power, Karen Montanez	Community Development
02 Dec 2024		Not Flexible PPT: Yes Presentation: Discussion:	Recognition		2025 Student Art Calendar Finalist Recognition	City Council will honor the top 13 students whose artwork will be featured in the 2024 student art calendar	Madeline Hinkfuss	Communications
02 Dec 2024		Flexible PPT: No Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Yes	Code Clean Up - Retail Marijuana Licensed Premises	After April 20, 2015, Marijuana Licensed Premises shall be limited to the following locations but shall otherwise be exempt from the distance limitations of this Chapter: This language need to be added to code under retail marijuana. 5 3E-2 - Powers and Duties of the Local Licensing Authority •4695 South Windermere Street, Units A & B •4332 South Broadway •11 West Hampden Avenue, Suite 102 •5005 South Federal Boulevard	Jackie McKinnon	City Clerk's Office
09 Dec 2024		Not Flexible PPT: No Yes Presentation: 1hour Discussion:	Study Session Memo		City Council Training on Digital Voting	Placeholder		
09 Dec 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 20 minutes Discussion:	Study Session Memo		Comprehensive Plan Update	Update to city council on the Comprehensive Plan supplemental	Brad Power, Bryan Isham, John Voboril	
16 Dec 2024		Not Flexible 5pm to 6pm	Update		Holiday Dinner	Holiday Dinner		
16 Dec 2024		Not Flexible PPT: No Yes Presentation: Discussion:	Resolution	Consent?	Renewal of Microsoft Enterprise Agreement	The Information Technology department is renewing the Microsoft Enterprise Licensing agreement. This is a 3 year agreement totaling \$1,103,704.32, which is \$367,901.44 annually.	Brandon Brown, Joe Isenbart	Information Technology
16 Dec 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	City Ditch Piping Project Design Contract Renewal	City Ditch Piping Project Design Contract Renewal	Pieter Van Ry, Sarah Stone	Utilities
16 Dec 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 Dec 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