



# Council Newsletter

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## CITY MANAGER'S NOTES November 1, 2024

### Upcoming Council Meetings

#### **November 4, 2024**

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

#### **November 12, 2024**

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



**November**

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Mon. Nov 4	2:00 p.m.	Malley Trust Fund Meeting, Malley Recreation 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
	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman St. #203
	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	4:00 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
	6:00 p.m.	Code Enforcement Advisory Committee, Pikes Peak Conf-Room
	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

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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
04 Nov 2024	Information	Flexible PPT: Yes Presentation: 5 minutes Discussion: 5 minutes	Study Session Memo		September 2024 General Fund 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 PPT: No Presentation: 10 min Discussion: 40 minutes	Study Session Memo		Vacant Properties Discussion	Vacant Properties Discussion	Bryan Isham, Karen Montanez, Mar Smith	Community Development, Fire Marshal's Office
04 Nov 2024		Not Flexible PPT: Yes Presentation: Discussion	Resolution	Yes	Rates Legat Phase 3	Resolution to approve a contract with Elite Industries to provide construction services to improve park amenities at Rates Legat in the amount of \$2,076,564.40	Adrian Torres, Brad Anderson, Christina Underhill	Parks, Recreation & Library
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 Perfluorooalkyl and Polyfluorooalkyl Substances (PFAS).	Peter 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	Yes	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: No Presentation: Discussion	Motion	Yes	Safe Routes to School Grant	City staff is seeking Council approval to apply for the Colorado Safe Routes to School Grant program.	Adam Maxwell, Victor Rachael	Public Works
04 Nov 2024		Not Flexible PPT: Yes Presentation: Discussion	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	Yes	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.	Peter Van Ry, Sarah Stone	Utilities
04 Nov 2024		Flexible PPT: No Presentation: Discussion	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	Madeline Headus	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	Yes	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	Yes	South Englewood Basin IGA Third Amendment.	South Englewood Basin IGA Third Amendment.	Tim Hoos	Public Works
04 Nov 2024		Flexible PPT: Yes Presentation: Discussion	Bill for an Ordinance – 2nd Reading	Yes	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	Yes	Englewood Municipal Code Changes to Refine the Requirements for Interior Inspections of Customer-side Service Lines Under the Lead Reduction Program	Consideration of an Ordinance to amend Englewood Municipal Code to refine customer-side interior inspections under the Lead Reduction Program.	Peter 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.	Peter Van Ry, Sarah Stone	Utilities
04 Nov 2024		Flexible PPT: Yes Presentation: Discussion	Bill for an Ordinance – 1st Reading	No	First Reading – Home Occupations and Natural Medicines	Bill for an Ordinance – Revision of Home Occupation and Natural Medicines Regulations in Title 16, Unified 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 Fightback Task Force.	Vance Fender	Police
11 Nov 2024	Information and Direction	Not Flexible PPT: No 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 Presentation: 10 minutes 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
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	Direction	Flexible but needs to be done prior to end of year. PPT: probably Presentation: 5 minutes Discussion: 20 minutes	Study Session Memo		2025 Procurement Review Study Session	Annual Study Session, per the Council Policy Manual, for Council to consider whether to pre-approve procurers for 2025.	Tim Dobb	City Manager's Office
18 Nov 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 Haragoff, Elizabeth Ramirez, Tim Dobb	City Manager's Office
18 Nov 2024		Somewhat Flexible PPT: No Presentation: Discussion:	Resolution	Consent?	2025 Bulk Chemical Purchases	2025 Bulk Chemical Purchases	Josh Roach, Peter Van Ry	Utilities
18 Nov 2024		Flexible PPT: No Presentation: Discussion:	Resolution	Consent?	2025 Rate and Fee Schedule Update	Updates of the 2025 Rate and Fee Schedule Update	Kevin Engels	Finance
18 Nov 2024		Flexible PPT: Yes	Resolution	No	2024 Budget Supplemental #3	2024 Budget Supplemental #3	Kevin Engels	Finance
18 Nov 2024		Flexible Yes - but not sooner PPT: No Presentation: Discussion:	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		We will complete the form for the Mayor's comments for the recognition through LS Ramsey	Motion	Consent?	Contract Award Recommendation for Old Hampden Utilities Improvements Project	Contract for Construction (CFC) with Timber Wolf Excavating LLC (Timber Wolf), for Phase 3 of the Old Hampden Utilities Improvements Project in the amount of \$4,848,623, including approval to execute change order(s) to expand a 10% staff-managed contingency of \$225,069 (for waterline construction), if needed, for a total project authorization of \$5,106,692.	Peter Van Ry, Sarah Stone, Tim Hoos, Victor Rachael	Public Works, Utilities
18 Nov 2024		Not Flexible PPT: No Presentation: Discussion:	Executive Session		Executive Session Placeholder: Community Development	Executive Session Placeholder: Community Development		
18 Nov 2024		Somewhat Flexible PPT: Yes Presentation: Discussion:	Bill for an Ordinance – 1st Reading	Consent?	Santa Fe Park Easements and Agreements – McCallan Reservoir Drain Line	Santa Fe Park Easements and Agreements – McCallan Reservoir Drain Line	Peter 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 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	Peter Van Ry, Sarah Stone	Utilities
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
25 Nov 2024	Information	1st on agenda Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 10 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
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		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		Not Flexible PPT: Yes Presentation: Discussion:	Recognition		2025 Student Art Calendar Finalist Recognition	City Council will honor the top 15 students whose artwork will be featured in the 2024 student art calendar.	Madeline Headus	Communications
02 Dec 2024		Not Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Golf Action Plan for Broken Tee Golf Course	Golf Action Plan for Broken Tee Golf Course	Jeremiah Stumpf, Shannon Bucco	Parks, Recreation & Library
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, 2025, 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 § 16-2-27 - Powers and Duties of the Local Licensing Authority #4955 South Windermere Street, Units A & B #4132 South Broadway #11 West Hampden Avenue, Suite 102 #5005 South Federal Boulevard	Jackie McKinon	City Clerk's Office
02 Dec 2024		Flexible PPT: Yes	Bill for an Ordinance – 1st Reading	Yes	2024 Model Traffic Code adoption	Englewood Municipal Code 11-1-11.4 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
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 Vobori	
09 Dec 2024	Information	Flexible PPT: Yes Presentation: 1 hour Discussion:	Study Session Memo		2024 Mid-Year Capital Projects Review of the Capital Improvement Plan (CIP)	2024 Mid-Year Capital Projects Review of the Capital Improvement Plan (CIP)	Kevin Engels	Finance
16 Dec 2024		Not Flexible Sign to sign	update		holiday Dinner	holiday Dinner		
16 Dec 2024		Not Flexible PPT: No 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 \$3,103,704.52, which is \$397,901.44 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	Peter Van Ry, Sarah Stone	Utilities

		Somewhat Flexible, contracts must be renewed before Jan 2025 PPF: Yes Presentation: Discussion:	Motion	Consent?	Legal and Water Resources Engineering Agreement Renewals	Legal and Water Resources Engineering Agreement Renewals	Peter Van Ry, Sarah Stone	Utilities
16 Dec 2024		Somewhat Flexible PPF: Yes Presentation: Discussion:	Motion	Consent?	City Ditch Piping Project Construction Contract	City Ditch Piping Project Construction Contract	Peter Van Ry, Sarah Stone	Utilities
16 Dec 2024		Not Flexible PPF: No	Motion	Consent?	Renewal of MV Transportation Contract for 2025	Contract with MV Transportation for 2025 Operations of Shuttle	Dan Poremba	Community Development