



Council Newsletter

CITY MANAGER'S NOTES November 7, 2024

Upcoming Council Meetings

November 12, 2024

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

November 18, 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

November

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	3:30 p.m.	Non-Emergency Retirement Board, Virtual
	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
	5:00 p.m.	Community Meeting: Conversations with Council, One Barrel American Bistro – 3401 S. Broadway #110
	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.	Library Board, Englewood Library Anderson Room
	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
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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
12 Nov 2024	Information	Flexible PPT: Yes Presentation: 30-45 minutes Discussion: 30 minutes	Study Session Memo		Review 18 State Housing Laws	Update city council on the recently passed Colorado laws pertaining to housing	Bryan Isham	Community Development
12 Nov 2024	Information	Not Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	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, details of the design at its current level and an opportunity for Council to provide feedback.	Rachel Graifman	Public Works
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 Proclamation Review Study Session	Annual Study Session, per the Council Policy Manual, for Council to consider whether to pre-approve proclamations for 2025.	Tim Dodd	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 Harguth, Elizabeth Ramsey, Tim Dodd	City Manager's Office
18 Nov 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Resolution	No	2024 Budget Supplemental #3	2024 Budget Supplemental #3	Kevin Engels	Finance
18 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Resolution	Yes	2025 Bulk Chemical Purchases	2025 Bulk Chemical Purchases	Josh Roach, Pieter Van Ry	Utilities
18 Nov 2024		Flexible PPT: No Presentation: 15 minutes Discussion: 20 minutes	Resolution	No	2025 Rate and Fee Schedule Update	Update of the 2025 Rate and Fee Schedule Update	Kevin Engels	Finance
18 Nov 2024		Flexible Yes - but not sooner PPT: No Presentation: 15 minutes Discussion: 20 minutes 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: 15 minutes	Motion	No	Contract Award Recommendation for Old Hampden Utilities Improvements Project	Contract for Construction (CFC) with Timber Wolf Excavating LLC, (Timber Wolf), for Phase 2 of the Old Hampden Utilities Improvements Project in the amount of \$4,881,623, including approval to execute change order(s) to expand a 10% staff-managed contingency of \$225,069 (for weatherline construction), if needed, for a total project authorization of \$5,106,692.	Pieter Van Ry, Sarah Stone, Tim Ross, Victor Rachael	Public Works, Utilities
18 Nov 2024		Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Motion	No	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
18 Nov 2024		Not Flexible PPT: No Yes Presentation: 15 minutes Discussion: 20 minutes	Executive Session		Executive Session Placeholder: Community Development	Executive Session Placeholder: Community Development		
18 Nov 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 2nd Reading	No	Second Reading - Home Occupations and Natural Medicines	Ordinance - Revision of Home Occupation and Natural Medicines Regulations in Title 16, Unified Development Code	Bryan Isham, Will Charles	Community Development
18 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Bill for an Ordinance - 2nd Reading	Yes	Special Event Regulations	Ordinance to amend special event regulations in Title 5	Elizabeth Ramsey	City Manager's Office
18 Nov 2024		Somewhat Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Bill for an Ordinance - 2nd Reading	No	Food Vendor Licensing Regulations	Ordinance to amend food vendor licensing in Title 5	Elizabeth Ramsey	City Manager's Office
18 Nov 2024		Flexible PPT: No Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 2nd 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
18 Nov 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 2nd Reading	No	CR-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
18 Nov 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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		Somewhat Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 1st Reading	Yes	Santa Fe Park Easements and Agreements - McCallan Reservoir Drain Line	Santa Fe Park Easements and Agreements - McCallan Reservoir Drain Line	Pieter Van Ry, Sarah Stone	Utilities
18 Nov 2024		Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 1st Reading	Yes	City Ditch Reach 3 Easements - City of Littleton	City Ditch Reach 3 Easements - City of Littleton	Pieter Van Ry, Sarah Stone	Utilities
25 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
25 Nov 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
02 Dec 2024	Information and Direction	Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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: 15 minutes Discussion: 20 minutes	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		Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Motion	Consent?	Golf Action Plan for Broken Tee Golf Course	Golf Action Plan for Broken Tee Golf Course	Jeremiah Stumpf, Shannon Baccio	Parks, Recreation & Library
02 Dec 2024		Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Bill for an Ordinance - 1st Reading	Consent?	Business operational regulations for Natural Medicines	Ordinance amending Municipal Code	Tamara Niles	City Attorney's Office
02 Dec 2024		Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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 Restena	City Attorney's Office
02 Dec 2024		Flexible PPT: No Presentation: 15 minutes Discussion: 20 minutes	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. 5-3E-2 - Powers and Duties of the Local Licensing Authority #4955 South Windermere Street, Units A & B #4322 South Broadway #11 West Hampden Avenue, Suite 102 #5025 South Federal Boulevard	Jackie McKinnon	City Clerk's Office
09 Dec 2024	Information	Flexible PPT: Yes Presentation: 1 hour Discussion: 15 minutes	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
09 Dec 2024		Not Flexible PPT: No Yes Presentation: 1hour Discussion: 15 minutes	Study Session Memo		City Council Training on Digital Voting	Placeholder		
09 Dec 2024	Information and Direction	Not Flexible PPT: Yes Presentation: 20 minutes Discussion: 30 minutes	Study Session Memo		Comprehensive Plan Update	Update to city council on the Comprehensive Plan supplemental	Brad Power, Bryan Isham, John Vobornil	
16 Dec 2024		Not Flexible Som to gam	Update		Holiday Dinner	Holiday Dinner		
16 Dec 2024		Not Flexible PPT: No Yes Presentation: 15 minutes Discussion: 20 minutes	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		Somewhat Flexible; contracts must be renewed before Jan 2025	Motion	Consent?	Legal and Water Resources Engineering Agreement Renewals	Legal and Water Resources Engineering Agreement Renewals	Pieter Van Ry, Sarah Stone	Utilities
16 Dec 2024		Somewhat Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	Motion	Consent?	City Ditch Piping Project Construction Contract	City Ditch Piping Project Construction Contract	Pieter Van Ry, Sarah Stone	Utilities
16 Dec 2024		Not Flexible PPT: No	Motion	Consent?	Renewal of MV Transportation Contract for 2025	Contract with MV Transportation for 2025 Operations of Shuttle	Dan Foremba	Community Development
16 Dec 2024		Not Flexible PPT: Yes Presentation: 15 minutes Discussion: 20 minutes	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		Not Flexible PPT: No Yes Presentation: 30 minutes total	Study Session Memo		Digital Voting Test and refresher	Digital voting test		City Clerk's Office
26 Jan 2025	Information	Flexible PPT: Yes Presentation: 10 minutes Discussion: 20 minutes	Study Session Memo		November 2024 Monthly Financial Report	Director of Finance will be present to review the Monthly Financial Report	Kevin Engels	Finance
06 Jan 2025		Not Flexible PPT: No	Resolution	Yes	Designation of the Official Posting Place for Legal Notices	Designation of the Official Posting Place for Legal Notices	Stephanie Carlie	City Clerk's Office
13 Jan 2025		Not Flexible PPT: No Yes Presentation: 15 minutes Discussion: 20 minutes	Update		Board and Commission Interviews	Board and Commission Interviews		City Clerk's Office
13 Jan 2025	Information	Flexible PPT: Yes Presentation: 15 to 20 minutes Discussion: 20 minutes	Study Session Memo		Technology Plan Presentation	Technology Plan Presentation	Joe Isenbart	Information Technology

	Information and Direction	Flexible PPT: Yes Presentation: 10 minutes Discussion:	Study Session Memo		City Ditch Cost Recovery and Piping Project Update	Proposed City Ditch Cost Recovery Methodology	Pieter Van Ry, Sarah Stone	Utilities
11 Jan 2025		Somewhat Flexible PPT: Yes Presentation: Discussion:	Motion	Consent?	Manual Transfer Switch Project	Manual Transfer Switch Project	Josh Roach, Pieter Van Ry	Utilities
21 Jan 2025	Information	Not Flexible PPT: No/Yes Presentation: 10 minutes Discussion:	Study Session Memo		Update to City Council by Greater Englewood Chamber of Commerce	Chamber Director Lindsey Ruryan will provide city council an update on the chamber's business survey.	Darren Hollingsworth, Nancy Penton	Community Development
24 Feb 2025								