



City Clerk
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MEMORANDUM

DATE: April 08, 2019
TO: Mayor and Councilmembers
FROM: Delynn Coldiron, City Clerk
RE: Leadership Planning Team (LPT) Meeting

Mayor Wade Troxell, Mayor Pro Tem Gerry Horak, Deputy City Manager Jeff Mihelich, Senior Assistant City Manager Kelly DiMartino (by phone), City Attorney Carrie Daggett and City Clerk Delynn Coldiron met on Monday, April 8, and the following summarizes the discussions that began at 7:40 a.m.

April 9 Work Session

The April 9 agenda was reviewed.

- There was conversation around protocols for Council elects; they have received all Council materials, except for confidential items, and have been invited to the meeting. All were invited to the regional elected officials meeting as well.
- Halligan Water Supply Project – It was noted that there is a video that has been produced on this project that would be good to show. There was agreement to do this.

April 16 Regular Meeting

The April 16 agenda was reviewed.

- Proclamations – Due to the number of proclamations, staff is asked to follow up with the contact for each to let them know that there will be a three-minute maximum for comments.
- Easement for Groundwater Monitoring on Cathy Fromme Prairie – there was a question on whether monitoring had begun; not yet. Council should expect to receive more information about this soon.
- Willow Street Improvement Project – there was brief discussion about the work that is included as part of this project. The much needed improvements are expected to make substantial impact to the Jefferson Street/Willow Street area.
- Boards and Commission Ordinance – it was clarified that this item provides guidelines that require board members not to abstain in items they are participating in; an abstain vote will be treated as a yes vote. Conflict of Interest guidelines will continue as they currently exist.

On a related note it was mentioned that the Mayor Pro Tem and Council liaison will be attending the early part of the next Planning & Zoning board work session this Friday to discuss expectations related to the board. Staff will provide additional education at that meeting.

- Short-Term Rentals – it was decided to withdraw this item from the April 16 meeting to allow time for additional work. Having a process that takes into account specific characteristics of individual properties was noted. Concerns about dividing the issue between two Councils was also discussed. The item was rescheduled for the May 28 work session; staff will have up to three options to discuss. As well, staff will have photos of some of the units to provide more visual information for Council.
- Solid Waste Programming – there was discussion about the meeting with the waste haulers. They shared compelling concerns including increased truck traffic/routes and related impact to streets and having to handle waste multiple times. They also questioned the need for a new landfill versus expanding the existing one. Staff is studying the traffic and street impact; it is anticipated this will be minimal. Expanding the existing landfill is not recommended for a variety of reasons. Staff will respond to the issues raised in the presentation for this item.
- City Plan – there was brief discussion about the summary of changes; this was good. An editor will next be reviewing the document in detail. A final copy will be sent to Council as soon as it is available. There was a question about whether the FoCoCreates plan is included; it is adopted separately but will become a part of City Plan when adopted.
- Public Hearing for the Hartford Home Mulberry Metro District – it was noted that there are 15% affordable housing units included as part of this metro district.

On a related note, there was discussion about the Mayor's script used for these and the need to make some changes. Staff will work on this, as well as revisions to Council's Meeting Rules of Procedure. The changes are anticipated to come to Council in May.

April 16 Water Utility Enterprise Board Meeting

The April 16 agenda was reviewed.

- No issues or comments noted.

April 16 Electric Utility Enterprise Board Meeting

The April 16 agenda was reviewed.

- No issues or comments noted.

Six Month Calendar

- May 21:
 - FoCoCreates Arts and Culture Master Plan was added to the calendar (moved from May 7). This was moved to enable additional time for staff to process the comments that will be received from Council at the April 23 work session.

- May 28:
 - Short Term Rentals was added to the calendar.
 - Boards and Commissions Code Revisions was added to the calendar.

- July 9:
 - Mid-Year Evaluations of City Manager, City Attorney and Chief Judge was added to the calendar (moved from June 11).

- October 1:
 - 2019 Annual Adjustments was added to the calendar.

- October 8:
 - 2019 Fee Update was added to the calendar (moved from August 27).

- October 15:
 - 2020 City Budget Revisions and Annual Appropriation was added to the calendar.
 - 2020 Downtown Development Authority Annual Appropriation was added to the calendar.
 - 2020 Northern Colorado Regional Airport Appropriation was added to the calendar.
 - 2020 Annual Appropriation for GID No. 1 was added to the calendar.
 - 2020 Annual Appropriation for GID No. 16 was added to the calendar.

- Unscheduled Items:
 - Connexion Strategic Operations Meeting – there was a question about when this would be scheduled.

City Clerk Coldiron:

- Provided an update on next steps related to election activities:
 - Ballots from overseas voters and signature discrepancies are due April 10.
 - Election results will be certified April 12.
 - For District 2, a recount is mandatory if the difference is 0.5% or less of the highest number of votes received (.5% of 2,598 (highest number of results received) = 12.99). So, a mandatory recount would be required if there are less than 13 votes that separate the candidates. However, an individual can request and pay for a recount if they choose. A recount has been tentatively scheduled for April 19.

- At the conclusion of the process, the new Council will be sworn into office. This is currently scheduled for April 23.

Staff was asked to look at announcing interim results prior to completing tabulation of all ballots in hand on election night for future elections; this will be discussed further with the Election Code Committee. An update memo on election activities will be included in Thursday's packet.

Senior Assistant City Manager DiMartino:

- Noted that an open house for City Park Tomorrow has been set for Wednesday, April 10, through Saturday, April 13, from noon to 6:00 p.m. daily at the Carnegie Center for Creativity (200 Matthews Street).
- Noted that over 200 volunteers worked at various City parks and the farm over the weekend to get things cleaned up and ready for the season.
- Reported that preliminary planning is underway for the whitewater park grand opening. Downtown businesses have expressed interest in making this a larger community event, with partners such as the Downtown Business Association and Visit Fort Collins. The Leadership Planning Team also suggested a video demonstrating the history of the project with before and after footage created. Staff will follow-up and report back.

Deputy City Manager Mihelich:

- Noted a neighborhood meeting was held for the Hughes Stadium Redevelopment project; there were approximately 300 people in attendance. The applicant and staff did a good job going through the plan and listening to residents. Wariness about CSU and want for open lands were the basis of many of the concerns expressed.
- Noted that two staff members will be participating in the CFBP Rulemaking: PACE conference call on April 10, 2019.
- Noted that the City received a response back from Larimer County on signage in unincorporated areas. The letter is attached.
- Noted that our snow basin is currently at 120% of average; this should be great for the new whitewater park grand opening.
- Noted the concern about signs in the right-of-way that pop up on weekends. Possible enforcement, including writing tickets, was discussed. Staff is asked to follow up.

City Attorney Daggett:

- Noted an old Resolution appointing PRPA board members and providing guidance on communicating with Council that may be obsolete; Council may wish to formally get rid of this as it moves forward with board appointments in May.

Mayor Pro Tem Horak:

- Noted a correction to the last set of Leadership Planning Team minutes related to appointment of the next PRPA board member. The appointed person can be any person the Council selects, not necessarily the Mayor Pro Tem.
- Asked about when West Elizabeth Street is scheduled to be resurfaced. Staff is asked to follow up.
- Noted he received a question from a resident related to red light cameras who asked why there is only 3 seconds for a yellow light versus 5 or 6. Staff is asked to follow up.

Mayor Troxell:

- Asked about the Harper property at Prospect and College and noted they have not finished the wall. Staff is asked to provide information on the timeline for when the work is supposed to be finished.

Meeting adjourned: 9:37 a.m.

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for LPTD
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LARIMER COUNTY | COUNTY MANAGER

P.O. Box 1190, Fort Collins, Colorado 80522-1190, 970.498.7010, Larimer.org

March 25, 2019

Darin Atteberry, City Manager
City Hall West, 300 Laporte Ave.
Fort Collins, CO 80521

RE: SIGNAGE IN UNINCORPORATED LARIMER COUNTY

Dear Mr. Atteberry:

I am acknowledging receipt of your correspondence regarding signage in unincorporated Larimer County dated March 11, 2019. The County agrees with your observations regarding the value and long-standing history of the strong partnership enjoyed between our organizations.

Regarding the specific concerns regarding signage raised in the letter, there was some limited communication between the City and the County regarding the sign code variance request your letter references for billboards along I-25 south of Harmony Road. Unfortunately, that communication dates to 2010 and was not as robust during the more recent application resulting in three traditional billboards being removed and a single electronic message sign being erected.

Your letter also inquires about communication between our organizations during the more recent signage variance request for electronic signage at Mulberry and I-25. There was communication between the County and the City at that time but it was not a formal referral process. City representatives submitted written input and commented at the final hearing before the Commissioners, and the approval was for a smaller sign than requested and did not allow for a variable electronic message sign.

I've spoken with our Community Development Director about the possibility of forwarding to the City for comment applications for significant sign changes we receive in the Growth Management Area. We are willing to exceed the requirements of our Intergovernmental Agreement and provide this courtesy and have done so in the past few weeks on a recent application. The continued notification to City of Fort Collins staff will enable the opportunity for input for consideration by staff and decision makers.

RECEIVED

MAR 29 2019

City Manager's



March 25, 2019

RE: SIGNAGE IN UNINCORPORATED LARIMER COUNTY

Page 2



We will take your feedback on the electronic sign at the Budweiser Events Center in the City of Loveland under advisement. I have referred your input to The Ranch Director and the Director of Community Planning, Infrastructure and Resources. With the completion of the Master Plan and the extension of the supporting sales tax, we are devising a plan to evolve The Ranch into the next generation of recreational facility to support our community. Perhaps updated signage will be identified within that package of improvements.

Again Darin, thank you for your thoughtful letter. Communication is the foundation of collaboration and we take the City's input seriously.

Sincerely,

A handwritten signature in blue ink, appearing to read "Linda Hoffmann".

Linda Hoffmann
County Manager

cc: Todd Blomshorn
Lesli Ellis
Chris Ashby