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MEMORANDUM

DATE: April 15, 2019
TO: Mayor and Councilmembers
FROM: Delynn Coldiron, City Clerk
RE: Leadership Planning Team (LPT) Meeting

Mayor Wade Troxell, Mayor Pro Tem Gerry Horak, City Manager Darin Atteberry, Deputy City Manager Jeff Mihelich, Senior Assistant City Manager Kelly DiMartino, City Attorney Carrie Daggett and City Clerk Delynn Coldiron met on Monday, April 15, and the following summarizes the discussions that began at 7:32 a.m.

April 16 Regular Meeting

The April 16 agenda was reviewed.

- Water Allotment Management Program – It was noted that this was a great solution.
- Easement for Groundwater Monitoring on Cathy Fromme Prairie – There was a question about whether we had received information from the State; not yet. Staff is asked to provide a press release or some other form of public communication once this information is received.
- Boards and Commission Ordinance – There was discussion about a meeting Councilmembers had with the Planning and Zoning Board about this item and related expectations on how the Board should function. It was noted that the City's quasi-judicial boards should get more in-depth orientation to ensure they have the information and understanding they need to properly fulfill their roles.
- Willow Street Project – There was brief discussion about the public art that is planned.
- Construction of Traffic Signal at State Highway 1 and Douglas Road – There was a question about whether this was solely for a traffic signal; it is.
- Status Report: Connexion – Staff is asked to make sure that the focus of the report is about results for consumers; when and where construction will start, an update on equipment people might start seeing and its related function, when Connexion will be available to them, etc.

- Solid Waste Programming – It was noted that staff will be addressing hauler concerns and staff's answers as part of their presentation. The team has done a good job on this item; good process.
- City Plan and Transit Master Plan – There were some questions and suggestions noted that will be forwarded to staff. There is ongoing concern that the Transit Master Plan still feels like a recommendation from a consultant rather than from the perspective of the City. There seems to be a discrepancy between data (graphs on pages 80 and 81) in the Transit Master Plan and the text related to inclusivity and equity as it relates to transit systems in this and the City Plan; need more commentary/clarification about data that demonstrates inclusivity versus perceptions. It was also suggested that levels of service for transit be used versus planning implementation by years and funding be tied to the levels of service. More integration of renewable energy was also requested.
- Public Hearing for the Hartford Home Mulberry Metro District – There was a question as to whether this item had been considered by the Council Finance Committee. A read-before memo was requested for this, as well as minutes if it was considered.
- Development Agreement for Waterfield Fourth Filing – It was noted that there was a stakeholder request to put this item on the Consent Calendar; however, Councilmember Cunniff asked that it stay on discussion. There was a question as to whether this item had been considered by the Council Finance Committee; it has not. Staff is asked to develop a consistent process for when similar items should be reviewed by the Council Finance Committee. A timeline for this project was requested for read-before packets.
- Mayor Pro Tem Election – There was a discussion about a conflict in the City's Charter that requires this item to be considered by Council tomorrow night. Another discussion item will be added to the Agenda to accomplish this.
- Call of Special Meeting for April 23 – There was discussion about the need to make appointments to the Platte River Power Authority Board and the Boxelder Basin Regional Stormwater Authority prior to Council's new appointments in May. Various options, including having Mayor Pro Tem Horak continue in these assignments, as well as assigning these to the City Manager and/or his designee were discussed. This will be added to the agenda for the April 23 Special Meeting for Council consideration.
- Pulled Consent Agenda Items – Various options were discussed for addressing the consent calendar if a resident pulls off all items as he has threatened. The City Attorney's Office will provide Council with a recommendation.

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 3 and 4
 - Council Retreat was added to the calendar (moved from May 17 and 18). Location of the retreat was briefly discussed. The training room at Police Services, as well as space in the new CSU stadium or CSU Alumni Center were noted as possible options.
- May 28
 - Short-Term Rentals in Multifamily Housing added to the calendar (moved from April 16).
- June 11
 - Connexion Strategic Operations Meeting and possible executive session added to the calendar.
- July 9
 - Mid-Year Evaluations of City Manager, City Attorney and Chief Judge added to the calendar (moved from June 11).
- August 13
 - Sports Complex Facility Feasibility Study added to the calendar (moved from July 23)
- Unscheduled Items:
 - City Park Improvements – there was discussion about getting this item scheduled for some time in the Fall; November was mentioned. It was noted that the open house events held at the Carnegie Center were well done. Staff is asked to get information out by Nextdoor, city-wide, to provide an update on the process, a timeline, and information on how people can continue to provide feedback and interact.

City Clerk Coldiron:

- Provided an update on election activities:
 - Total ballots cast – 32,799.
 - Turnout – 31.12%
 - Election results certified on April 12.
 - No automatic recount was required. Individuals have until 5 pm on April 17 to request a recount.
 - New Council is currently scheduled to be sworn in on April 23.

City Attorney Daggett:

- Noted that there may be a group of citizens who show up to speak about the Hughes Stadium development project. If this occurs, the Mayor will need to inform citizens that Council cannot hear their feedback because this is a development review matter and can be appealed to Council.

City Manager Atteberry:

- Noted he and Assistant City Manager Wendy Williams had a chance to meet Adrienne LeBailey's successor, Tom Gonzales. Staff will now be working with him on West Nile activities. Staff is asked to provide an update to Council on West Nile sometime during May. Staff is also asked to provide a copy of Tom's resume to Council.
- Noted the memo provided by Beth Sowder, Director of Social Sustainability, on Point-in-Time counts. The summary has a lot of good information that he wanted to make sure Council was aware of.
- Noted that the LPT meeting needs to be rescheduled on May 6 due to an employee recognition event. It was suggested that this meeting get rescheduled every year to accommodate this. Over the lunch hour was mentioned.

Mayor Pro Tem Horak:

- Noted that he met with Councilmember Elect Gorgol. He asked whether a new date had been determined for the meeting with the Family Center that was postponed due to the weather. He also shared some feedback related to the scheduling of the Council retreat and new member orientation.
- Noted continuing efforts with I-25. CDOT had a recent work session where projects on north I-25 were discussed. The cost is \$250M to finish the work. It is likely that a local match of \$5M will be requested to help differentiate requests for funding. Our portion of this would likely be \$1M and would be needed in 2021 or 2022.

Leadership Planning Team Meeting

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- Noted the Natural Resources Board recommendations and asked whether staff would be following up on some of their suggestions.
- Noted the Natural Areas quarterly report and suggested that this be sent to new Councilmembers.
- Provided an article on body cameras and storage issues.
- Noted an article on Sam Mamet in the April CML publication. He wanted Executive Lead Team members to be aware of this.

Mayor Troxell:

- Noted the Police Services Awards Ceremony last Friday; very nice.
- Noted the Council farewell celebration scheduled for tonight.

Meeting adjourned: 9:33 a.m.