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MEMORANDUM

DATE: May 13, 2019
TO: Mayor and Councilmembers
FROM: Delynn Coldiron, City Clerk
RE: Leadership Planning Team (LPT) Meeting

Mayor Wade Troxell, Mayor Pro Tem Kristin Stephens, City Manager Darin Atteberry, Deputy City Manager Jeff Mihelich, City Attorney Carrie Daggett, Senior Assistant City Manager Kelly DiMartino and City Clerk Delynn Coldiron met on Monday, May 13, and the following summarizes the discussions that began at 7:37 a.m.

May 14 Work Session

The May 14 agenda was reviewed.

- Poudre Fire Authority (PFA) 2018 Annual Report – It was noted that staff should provide a brief history of the fire authority, as well as information about the allocation agreement (allocation formula, etc.) as part of this item.
- Harmony Gateway Plan – It was noted that this item will review the corridor plan and not a specific development plan. Staff is asked to characterize all of the gateways into the City and provide context about how this fits within that framework. Potential renderings of the gateway, as well as information on Timnath’s plans at this location were requested.
- Outdoor Wood Burning – It was noted that this item will focus on potential enforcement options; PFA has agreed to be the initial responders for this effort. A lot of context for this item will be presented for the benefit of new Councilmembers.

May 21 Regular Meeting and Work Session

The May 21 agendas were reviewed.

- Amendment to the Fort Collins-Loveland Municipal Airport IGA – It was noted that all terms of commission members for the Northern Colorado Regional Airport Commission currently end at the same time. This item will result in staggered terms. There was a question about how the staggered terms would be assigned; this has not yet been resolved. Recruitment for members is underway.
- Master Lease Agreement with Smartlink and Zayo – It was noted that both these agreements will follow the same master lease agreement that is being used by Verizon; it has worked well. There was a question about whether the agreements include 5G; they do not designate this specifically, just small cell. It is expected that this covers 5G as well. There was a question about whether this authorizes the companies to erect poles; yes. There is a requirement for the contractors to inform people prior to constructing poles or placing equipment.

There was a related conversation about the tower that is being proposed at the Southridge Golf Course. There is a possibility that nearby baseball field light poles can be used instead. Staff is working on this option.

- Appointment of Brandi Lynn Nieto as an Assistant Municipal Judge – There was discussion about Ms. Nieto’s background; she was a Municipal Judge in the City of Greeley. There was also discussion about an ethics complaint that was filed against her; she ultimately was not found to have committed any violations. Staff is asked to provide more information about Ms. Nieto’s background. There is interest in moving this to June 4 to give Council more time to consider this appointment.
- School Resource Officer Program – There was a question about what is changing; two additional officers are being added. This was noted as a good news item!
- Amendment of Rules of Procedure Governing Council Meetings – It was noted that the biggest change is the addition of a new process to handle scenarios where multiple items have been pulled off the Consent Calendar. Subtle changes to wording around appeals was also noted.
- Council Liaison and Board and Commission Appointments – It was noted that all board and commission member assignments are being put on hold until the structure of boards and commissions has been reviewed; this is a Council priority identified at the May 4 retreat. This will result in no appointments being made to the Natural Resources Advisory Board, the Senior Advisory Board, the Women’s Commission and the Citizen Review Board at this time. Council liaison assignments, as well as assignments to outside boards, commissions and committees will continue as planned.
- Lemay and Vine Intersection – It was noted that this is a good news item; it allows us to make progress towards the final overpass project. There was discussion about construction of infrastructure of this magnitude and ensuring a focus on neighborhood livability for those who will be impacted. Significant public outreach in ways that ensure residents in these areas have a voice, as well as having a focus on neighborhood beautification and items of importance for the residents were also discussed.
- Executive Session – There was discussion about the order of the agenda and the need for an additional discussion item for Council to provide staff with direction on the public nudity case. The plan is to move into executive session at the end of the regular meeting if Council approves, to come out of executive session to the regular meeting to provide direction to staff on how to proceed, and then to adjourn the regular meeting and go into a scheduled work session.
- Council Priorities – It was noted that this time will be spent reviewing the list of Council priorities identified at the May 4 retreat and clarifying the items that will go onto Council’s dashboard, the items that need work sessions, etc. A Resolution approving these items is expected to come to Council on June 4.

Six Month Calendar

- May 28
 - Boards and Commissions Code Revisions – There was discussion on whether this item should wait until after the structure of boards and commissions has been reviewed. It was determined to move forward with this item and to provide some additional context about the current moratorium on assignments and the upcoming project.

- June 4
 - Council Priorities item was added to the calendar.

- June 18
 - Meeting has been canceled for Council to participate in state-level policy efforts at the Colorado Municipal League Conference.

- June 25
 - Meeting has been canceled for Council to participate in federal-level goal-setting and policy efforts at the National League of Cities Summer committee meetings.

- June 27
 - Urban Renewal Authority Retreat – Staff is asked to reschedule.

- July 2
 - Meeting has been canceled – holiday week.

- July 9
 - Sunshine House Appeal was added to the calendar; there has been a request to move this to June 11. Staff will confirm the final date once arrangements have been made.

- July 16
 - Update to Harmony Gateway Plan was added to the calendar.

 - Staff Report: Neighborhood Services regarding Block Party Trailer was added to the calendar. It was noted that staff is planning a picnic for Council prior to the Council meeting as part of this item.

- July 23
 - Montava Project – Related City Plans and Utilities Update – There was discussion about whether this item is ready for discussion; there are lots of moving parts occurring. This item will be moved to unscheduled for now.

 - Climate Action Plan (CAP) Update was added to the calendar (moved from June 25).

 - Climate Economy Action Plan Update was added to the calendar (moved from June 25).

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- July 30
 - Connexion Strategic Operations Meeting and possible executive session were added to the calendar (moved from June 11).
- August 6
 - Meeting canceled – Neighborhood Night Out. It was noted that a provision was added to Code that allows Council to set a regular meeting date later in the same week if there is something that needs Council approval/discussion.
- August 13
 - Downtown Stormwater Project was added to the calendar.
- August 27
 - Mid-Year Evaluation of City Manager, City Attorney and Chief Judge was added to the calendar.
- Unscheduled Items:
 - Water Utility Overview was added to the calendar.
 - Affordable Housing was added to the calendar.
 - Economic Health was added to the calendar.
 - Mobility was added to the calendar.
 - Equity and Inclusion was added to the calendar.
 - Parks and Recreation Master Plan was added to the calendar.
 - Re-Imagining Boards and Commissions should be added to the calendar.

Deputy City Manager Mihelich:

- Noted that Council will be receiving a detailed memo in the next day or two about the prairie dog issue at Old Town North. Fumigation is scheduled to remove the remaining prairie dogs so construction can move forward. Relocation to Cathy Fromme Prairie is not an option due to the number that were already moved to that area.
- Noted a homeless solutions forum that is being held tonight at 6 p.m. at the First Presbyterian Church at 531 S. College Avenue. There will be a formal presentation followed by break out sessions. It is being hosted by Homeward 20/20; multiple service providers are expected to be in attendance.
- Noted there were two big retirements last week: Owen Randall (with the City 40 years) and Ted Shepard (with the City 33 years).
- Noted that Laurie Kadrich will be leaving the City; she is going to Larimer County. Staff plans to do a national search for the Planning, Development and Transportation Director position; it will take some time.

City Attorney Daggett:

- Noted that a new hourly prosecutor started last week; Christine Carney.
- Noted that the City Attorney's office has an intern starting today; Burke Snowden.

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- Noted that two law students will be interning at the City Attorney's office this Summer. They will start in a couple of weeks.
- Noted that the International Municipal Lawyer's Association (IMLA) now has a university cities conference. It is scheduled in August in Columbia, Missouri; she plans to attend.

City Manager Atteberry:

- Noted that the top candidate for the Office of Emergency Management position withdrew his name; he has decided to pursue his PhD.

On another note, there was discussion about a committee with the National League of Cities that is working on policy to enable local jurisdictions to control their own air space. More information will be provided as it becomes available.

- Noted that the same Council liaison should be appointed for the various committees that relate to transportation and I-25. These include North Front Range Metropolitan Planning Council, North I-25 Coalition, North I-25 Coalition Working Group/Funding Committee and the Regional Transportation Coordination Task Force. Mayor Pro Tem Stephens will be added as the representative for all.

On a related note, there was discussion about overall Council liaison assignments. Staff will provide a read-before memo that gives the current assignments and shows any areas that have not yet been decided.

- Noted he had a good discussion with County Manager Hoffman about the proposed November tax. She plans to hold a meeting with all the Larimer County municipalities to have further discussion.
- Noted that Nick Coltraine will be leaving the Coloradoan at the end of the month. He plans to cover upcoming political activities in Des Moines. It was suggested that he be recognized at an upcoming Council meeting.
- Noted that Tom Gleason passed away; founder of First National Bank in Fort Collins.

Mayor Pro Tem Stephens:

- Noted she had a recent listening session:
 - There were questions about the sidewalk work that is occurring in the Rossborough neighborhood; residents are wondering why sidewalks that appear to be in good shape are being torn out when other places within the neighborhood need sidewalks. Staff is asked to provide more details.
 - She asked about the potential for professional development for Council on de-escalation training and training for managing difficult interactions. The City Manager plans to meet with the Police Chief to develop an appropriate protocol for Councilmember outreach meetings and to set up the requested training.

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Mayor Troxell:

- Noted First Presbyterian Church would like to start conversations about further developing their property.
- Asked if the Mulberry Pool was still closed? It was noted that there had been plumbing problems in the roof. Following the meeting it was confirmed that it will be closed for two to three weeks as staff is completing annual maintenance that requires a shutdown of the facility at the same time.

Meeting adjourned: 10:00 a.m.