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MEMORANDUM

DATE: May 20, 2019
TO: Mayor and Councilmembers
FROM: Rita Knoll, Chief Deputy 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, Chief Deputy City Clerk Rita Knoll and Deputy City Clerk Sara Gonzales met on Monday, May 20, and the following summarizes the discussions that began at 7:37 a.m.

May 21 Regular Meeting

The May 21 agenda was reviewed.

- Item #3-Appropriating Funds for a Federal Lobbying Contract Related to the Regulation of Train Horn Noise. It was requested that we research the possibility of working with Longmont and other communities to form a coalition to present a united front to the Federal Railroad Administration regarding the reduction of train horn noise in our communities. Staff was asked to provide an update on efforts to measure the health impacts of train horn noise.
- Item #7-Amendment to the Fort Collins-Loveland Municipal Airport IGA. The ordinance amending the Airport IGA has been revised. Specific length of terms has been added to stagger the terms of the citizen members of the Northern Colorado Regional Airport Commission.
- Items # 10 and 11-Master Lease Agreement with Smartlink and Zayo. As part of the Agreement, installation of small-cell equipment must follow the City's standards. A question was raised as to whether different providers can be required to work together and can co-locate on the same poles (the answer is yes).
- Item #12-Questions have arisen regarding training for School Resource Officers, and the possibility of specifically requiring anti-discrimination training. Staff has asked to provide clarification.
- Item #13-Appointment of Brandi Lynn Nieto as an Assistant Municipal Judge. This item may be postponed to allow time for further consideration.
- Item #17-Council Liaison Appointments to Boards, Commissions, Council Committee Assignments and Appointments to Various External Boards and Authorities. A revised Resolution will be provided to show two appointments to the Colorado Municipal League Policy Committee. The Resolution also includes blanks for determining two representatives for the City/Colorado State University Liaison Committee, although there was discussion at this meeting that these appointments may not be

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advisable at this time in light of a new CSU President coming on board. It was suggested these appointments not be considered at this time.

May 21 Work Session

- Council Priorities – Council will review its list of Council priorities identified at the May 4 retreat and clarify 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 – Instead of a work session, Council will receive a memo regarding the proposed Boards and Commissions Manual revisions and any related Code revisions. Discussion regarding restructuring boards and commissions will be held at a later date.
 - Short-term Rentals (STR) in Multifamily Housing will consist of two parts. The first part will focus on existing STRs in multifamily housing and the other will focus on guidance for proposed new STRs in multifamily housing.
- June 27
 - Urban Renewal Authority Retreat – This retreat has been rescheduled for July 30. The URA will hold its regularly scheduled meeting on July 25.
- July 2
 - The July 2 Regular Council meeting will be held so that Council can consider the Sunshine House Appeal.

Senior Assistant City Manager DiMartino:

- Shared that a request had been made to give the new CSU President an opportunity to meet with Council, perhaps in a work session setting. Ideas for interaction were discussed with August or later in mind.

City Manager Atteberry:

- Suggested Council might benefit from a monthly development construction activity report. Staff will consider options for presenting this information.
- Asked staff to provide a memo on bike and trail options in response to issues surrounding the Maxwell Natural Area.
- Requested a meeting with appropriate staff to better understand the intergovernmental agreement with Larimer County and how to increase collaboration and addressing of City concerns on matters in the unincorporated areas of the Growth Management Area.
- Noted a staff suggestion for Council consideration of a resolution establishing a framework for partnering with neighboring communities on economic health and related issues.
- Shared drafts of standard response language for responding to citizen emails to Council.

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- Noted that there will be a change to the process for staff communicating with Council regarding upcoming events – such as Open Streets.
- Noted that the Boxelder Sanitation District has proposed a get-together with Council. Staff will follow-up.

Mayor Pro Tem Stephens:

- Item #5 Amending City Code Regarding Natural Area Permits-Asked how changes to the permitting timelines will be communicated to affected parties and indicated that the time period (15 business days) for the Director to make a decision is very reasonable and could be even longer if needed.
- Item #15 Adopting FoCo Creates Arts and Culture Master Plan-Asked for a version of FOCO Creates Master Plan that demonstrates changes made between the Work Session and planned adoption.

Mayor Troxell:

- Noted the CityWorks 101 dinner tomorrow night. Due to weather conditions, location may change.
- Spoke of other communities where food trucks and farmers markets have dedicated locations.

Meeting adjourned: 10:11 a.m.