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## MEMORANDUM

**DATE:** June 3, 2019  
**TO:** Mayor and Councilmembers  
**FROM:** Rita Knoll, Chief Deputy City Clerk  
**RE:** Leadership Planning Team (LPT) Meeting

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, June 3, and the following summarizes the discussions that began at 7:42 a.m.

### June 4 Regular Meeting

- Item # 12-Variou s Amendments to the Land Use Code: Ordinance No. 078, 2019, will allow the Community Development and Neighborhood Services Director to process certain variances that are currently reviewed by the Zoning Board of Appeals. Staff is asked to be prepared with data that supports the need for this change in process.
- Item #20 – CDBG, etc., Funding Recommendations: It is anticipated that Councilmember Gorgol will file a conflict of interest on this item.
- The Council needs to consider a motion to cancel the June 18 meeting.

### Six Month Calendar

- July 2
  - A staff report on vehicle noise and cruising has been added.
- July 16
  - Council will consider adjourning into executive session to discuss legal issues relating to landfill environmental issues.
- August 20
  - Two staff reports have been added: party enforcement and Poudre River Library District Master Plan.
- October 22
  - Fort Collins Mobility and Transportation and Update to Harmony Gateway Plan have been added to this work session.

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Senior Assistant City Manager DiMartino:

- Mentioned a Facebook post promoting a climate emergency rally planned prior to the June 4 Council meeting from 5-6 p.m. at City Hall. It is anticipated that participants will then attend the Council meeting and possibly speak on the topic.

Deputy City Manager Mihelich:

- Requested Council consideration of an executive session on July 16 to discuss legal issues regarding landfill environmental issues.
- Indicated additional information will be provided to Council on Hughes Stadium of the value of the property as open space/wildlife area. In anticipation of possible citizen comment at the Council meeting, a representative from CSU will be in attendance.
- Mentioned that preliminary conversations about a potential campus for homeless services are underway.

City Attorney Daggett:

- Noted that public outreach efforts relating to amendments to the appeals code provisions begin this week. Efforts were made to send invitations to parties involved in past appeals.
- Also noted that Council has requested that the Ethics Review Board conduct a review of the boardmember variance process for boardmembers who have declared a conflict and have a hardship-based need to continue in a role for an applicant. Because the one such variance that was approved has not yet played out, it will likely until late in the year or even next year before there is experience with this process sufficient to make a review worthwhile.
- Spoke of two law interns and one other student intern who will be working in her office during the summer.

City Manager Atteberry:

- Spoke of the events in Virginia Beach and indicated he sent a message of support to their City Manager. He also sent a message to our employees with information about how individuals can support the community. Council will be copied on the message.
- Indicated 2 undergrad interns will be working in the City Manager's Office with rotations through the organization over the summer, and a graduate management intern will be starting her one-year program as well.
- Council priorities
  - May 30 memo summarizing the "dot" exercise was provided at the request of a Councilmember.
  - Lamar Signs has been contacting Councilmembers to advocate for sign code changes related to digital billboards. Council adopted a resolution about this in March, referencing the Council retreat and possible identification of this as a Council priority.
  - A memo will be provided summarizing the current status of the sign code/digital billboards and potential next steps. He will follow-up with Council in one on one meetings.
- Staff will consider representation on the Boxelder Basin Regional Stormwater Authority Board and provide a recommendation moving forward.
- He plans to attend the Regional Transportation Task Force meeting with Mayor Pro Tem Stephens to discuss potential tax increases to fund regional transportation projects.

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- He spoke with Poudre School District Superintendent Smyser who reaffirmed that the School District does not plan to add rooftop solar to its school buildings.
- Mentioned the request from a citizen in a unique situation regarding the type of shingles used on his home. Leadership supported staff moving forward to develop a recommendation regarding a possible building code amendment that would set out one or more exceptions to the impact-resistant shingle requirement, under certain conditions.
- Noted that the Water Literate Leaders of Northern Colorado is accepting applications (due June 24) for the next class. If interested in participating, contact City Manager Atteberry, or contact past participants (Kristin Stephens, Julie Pignataro, Kelly DiMartino) to learn more about the program.
- Reminded Council of the full-scale emergency exercise on Wednesday, June 5 from 8 a.m. to 3 p.m. at the Justice Center and The Ranch complex in Loveland. If a Councilmember is interested in observing, please contact City Manager Atteberry.

Mayor Pro Tem Stephens:

- Mentioned the memo regarding vacancies on boards and commissions, noting that Youth Advisory Board should be considered for appointments due to a large number of vacancies, as well as the Planning and Zoning Board. Staff will discuss how to approach these and provide a recommendation.

Meeting adjourned: 9:22 a.m.