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MEMORANDUM

DATE: July 15, 2015

TO: Mayor and City Councilmembers

THROUGH: Darin Atteberry, City Manager 
Jeff Mihelich, Deputy City Manager 
Wanda Nelson, City Clerk 

FROM: Christine Macrina, Boards and Commissions Coordinator 

RE: July 14, 2015 Work Session Summary – Community and Neighborhood Livability Key Outcome - Boards and Commissions Periodic Review

At the July 14 Work Session, Council met with representatives of several boards for the purpose of conducting periodic reviews. The following Councilmembers were present: Mayor Wade Troxell, Councilmembers Gerry Horak, Ross Cunniff, Kristin Stephens, Bob Overbeck and Gino Campana. Councilmember Ray Martinez was not in attendance. Following is a brief summary of each review:

Human Relations Commission (Commission) – Bob Overbeck, Council Liaison

Colleen Conway, Vice-Chair, Christine Hays, Commissioner and Beth Sowder, Staff Liaison, were present to represent the HRC.

The eight (8) mental health forums were highlighted, the forums originated in 2013, implemented in 2014 and 2015. The forums were designed to educate the community on mental health disorders and de-stigmatize mental health issues.

Follow-up items and discussion: Follow up with Human Relations Commission members regarding focusing on the City Council agenda planning calendar, long term work plans and strategic planning discussions to provide input to Council to assist them in making informed decisions for the community.

Affordable Housing Board (Board) – Ray Martinez, Council Liaison

Tatiana Martin, Vice-Chair and Beth Sowder, Director of Social Sustainability (standing in for Sue Beck-Ferkiss, Staff Liaison) were present to represent AHB.

Transportation has risen as a priority for the Board because of the fundamental need for transportation to work, livability and service providers. The board is stressing change in

terminology from use of affordable housing to housing affordability, as their focus covers all income levels. The board actively follows Council Agenda and priorities.

Follow-up items and discussion: Council would like to enhance the Affordable Housing Board and Fort Collins Housing Authority ties. Also, to receive the board's input on water supply and the associated costs/fees and the land bank issue.

Community Development Block Grant Commission (Commission) – Kristin Stephens, Council Liaison

Margaret Long, Chair, Holly Carroll, Vice-Chair, and Sharon Thomas, Staff Liaison were present to represent CDBG.

Recommendations to Council for awarding federal funds to those that have applied to receive assistance to promote affordable housing, human services and stable safe options (such as child and adult care) in our community and trying to balance the ever growing gap of needs to resources. The need for assistance is growing faster than the populations along with a decrease in available funds.

Follow-up items and discussion: Council has noticed continuous improvement with this commission. Council would like the commission to research the origination of Section 2-183 (2) of City Code and whether or not there is a need to modify.

(2) To promote the CDBG Program within the city with special attention to the three low- and moderate-income neighborhood strategy areas of Holy Family, Laurel School, and Buckingham, Alta Vista, and Andersonville (B.A.V.A.);

Zoning Board of Appeals (Board) – Bob Overbeck, Council Liaison

Michael Bello, Chair, and Staff Liaison Noah Beals represented the Zoning Board of Appeals.

Land Use Code is enforced properly when unique situations arise (variances). The Board review and makes recommendations, thereby enhancing residential livability and enjoyment.

Follow-up items and discussion: The Board has a defined role and is operating effectively; no changes are needed.

Commission on Disability (Commission) – Ray Martinez, Council Liaison

Terry Schlicting, Chair and Ethan Cozzens, Staff Liaison were present to represent the COD.

Provides awareness of challenges faced by disabled citizens within the community on a day to day basis and provide recommendations related to design, programs, and implementation. To oversee that the city is ADA regulations compliant, and if federal funds are received, Section 508 (electronic resources, i.e.; closed captioning) and Section 504 have been followed.

The Commission requests Council consider a local ordinance for a 1 to 40 ratio requirement of roll in showers in future construction, continued improvement in the accessibility of Transfort bus stops and an increase in designated disabled van accessible parking in the downtown area.

Follow-up items and discussion: Council would like the commission to prioritize the needs to be addressed and collaborate with other Boards and Commissions and city departments on recommendations.

- Parking Advisory Board - Feasibility of adding van accessible and disabled parking spots in the Downtown area.
- Transportation Board – Transfort bus stops.
- Affordable Housing Board – Accessible and affordable housing.
- Senior Advisory Board – Age in place issues.
- Building Services, Planning Services and Engineering - Current codes (roll in showers).

Council requests that the Executive Staff take the lead in consideration of the disabled community in designs, programs and implementation.

Landmark Preservation Commission (Commission) – Gino Campana, Council Liaison

Ron Sladek, Chair and Karen McWilliams, Staff Liaison were present to represent LPC.

Supports Council in an advisory capacity to ensure careful and thoughtful application of the Land Use Code as it relates to preservation. The Commission works strongly with the preservation program and meeting with applicants.

The Commission would appreciate more direct communication with Council.

Follow-up items and discussion: The commission has matured and is serving the community well. There are no suggestions or modifications needed.

Women’s Commission (Commission) – Kristin Stephens, Council Liaison

The Women’s Commission was represented by Stacia Ryder, Chair, Catherine Himmes Douras, Vice-Chair and Suzanne Jarboe-Simpson, Staff Liaison.

The commission addresses issues that women and children face within our community. Partner with SAVA, It’s On Us, and other community resources. The commission would like to see continued improvement with Council communication.

Follow-up items and discussion: Council recognizes that the commission belongs to the National Women’s Commission which presents a springboard to emerging issues and trends. The networking with other Boards and Commissions is appreciated and Council fully supports the annual breakfast networking event.

There are no suggestions or modifications needed.

Senior Advisory Board (Board) – Gerry Horak, Council Liaison

Diane Smith, Chair and Katie Stieber, Staff Liaison were present to represent SAB.

The Board works on issues within the community that effect seniors with attention to three areas; education, outreach, and advocacy. Currently the two highest priorities being worked on are housing affordability and transportation. The board is working on improving communications between staff and Council for effective input. The board suggested that the City provides one location on the website for current opportunities for community input.

Follow-up items and discussion: Council finds memorandums from the board effective; emails work well for information or questions.

Council supports the idea of providing one location for community input.

Other: Council recommends the following for Staff:

- Examine the schedule of tasks required (work plans/annual reports); change due dates for optimal effectiveness.
- Look for ways to improve recruitment for larger pool of applicants.
- Provide materials to Boards and Commissions in advance of Super Issue meetings.
- Improve communications between Boards and Commissions and City Council.



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MEMORANDUM

Date: July 17, 2015

To: Mayor Troxell and City Councilmembers

Through: Darin Atteberry, City Manager *DA*
Jeff Mihelich, Deputy City Manager *J.M.*
Wendy Williams, Assistant City Manager *WJW*

From: John Stokes, Natural Areas Director

Re: July 14 Work Session Summary: Natural Areas Land and Water Conservation

Staff presented information about the City's Natural Areas Department land and water conservation efforts as well as ideas to keep Council better informed and engaged. Councilmembers present included: Mayor Wade Troxell, Mayor Pro Tem Gerry Horak, Gino Campana, Bob Overbeck and Ross Cunniff. Staff presenters were John Stokes, Natural Areas Director and Mark Sears, Natural Areas Manager.

Staff described the planning that underlies land and water conservation as well as the specific criteria that are considered for individual parcels of land. Staff also described its current reporting methods and Council engagement strategies.

Council expressed its desire to receive more regular reporting on the City's land and water conservation activities. Staff will prepare a new quarterly report for Council and use other tools, such as regular Council meetings and executive sessions, to keep Council current and in a position to guide and direct staff.

Several Council members were interested in more clarity with respect to how the City decides to enter partnerships, in particular with Larimer County. Staff is contemplating how best to achieve that objective and will follow up with additional information or suggestions.

Several Councilmembers were interested in Larimer County's potential role on projects within the City's growth management area, for example the Poudre River and Mulberry corridors. Staff plans to follow up with County staff to better understand the County's perspective.

Councilmember were interested in the possibilities for synergies between Nature in the City and Natural Areas. Staff described the potential for partnerships, especially with respect to access to nature, land conservation, and restoration and Council was supportive. It was noted by a Councilmember that Nature in the City includes a number of initiatives that are based in planning – and those efforts will continue to be led out of the planning department.





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MEMORANDUM

DATE: July 15, 2015

TO: Mayor Troxell and City Councilmembers

THROUGH: Darin Atteberry, City Manager 
Jeff Mihelich, Deputy City Manager 
Kevin R. Gertig, Utilities Executive Director

FROM: Carol Webb, Water Resources and Treatment Operations Manager
Donnie Dustin, Water Resources Manager

RE: July 14 Work Session Summary: Water Supply Planning in the Growth Management Area

At the July 14 Work Session, Utilities staff presented information regarding Water Supply Planning in the Growth Management Area (“GMA”). The presentation provided the background, concerns and potential options for addressing issues related to water supply planning in the GMA by multiple water providers. All Councilmembers except Councilmember Martinez were present and Utilities staff (Carol Webb, Donnie Dustin, and Kevin Gertig) was available to respond to questions. Key points or questions made by Councilmembers were:

- The presentation provided a good background and explanation of issues related to water supply planning in the GMA from the Utilities’ perspective.
- City Council generally said yes to Utilities exploring options to address water supply needs for all areas of the GMA and to exploring options to address raw water requirements for Affordable Housing projects in the GMA.
 - These options should consider, explain and avoid risks to current customers in the Utilities water service area.
 - More information is needed about the Affordable Housing projects.
 - Innovative water solutions (e.g., underground storage) should be considered.
- The next review of City Plan and growth in the GMA should address how to meet water needs and better involve the other water districts and other City departments. This issue should be looked at as a City challenge, not a Utilities (only) challenge.
- Develop a list of storage options should the enlargement of Halligan Reservoir not be permitted and a list of action items for City Council to influence the permitting process.
- Consider a storage component or other calculation methods in the upcoming changes to the Utilities’ raw water requirements that can be applied periodically.
- There should be more dialogue with the other water districts regarding a single water supply entity or seamless delivery mechanism for all water customers in the GMA.
 - This should include discussion of integrated demand management.