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MEMORANDUM

DATE: March 11, 2013
TO: Mayor and Councilmembers
FROM: Wanda Nelson, City Clerk
RE: Leadership Planning Team Meeting

Mayor Karen Weitkunat, Mayor Pro Tem Kelly Ohlson, Deputy City Manager Diane Jones, Assistant City Manager Wendy Williams, City Attorney Steve Roy, and City Clerk Wanda Nelson met on Monday, March 11, and the following summarizes the discussions that began at 1:10 p.m.

March 12 Work Session

The following items will be discussed at the Work Session:

- Keep Fort Collins Greet Tax 2012 Annual Report
- Exterior Property Maintenance Codes
- West Nile Virus Management Policy and Response Plan Review

Due to their attendance at the National League of Cities Conference, several members of Council will not be attending this Work Session.

March 18 Adjourned Meeting

This meeting is an adjournment of the March 5 Regular Council Meeting to consider items not heard that evening.

March 19 Regular Meeting

Five proclamations will be presented this evening:

- Ethics Awareness Month
- KRFC 10th Anniversary Birthday Bash
- Equal Pay Day
- National Service Recognition Day
- Fort Collins Area Interfaith Council Annual Awards

Following Roll Call, the Board of Directors for History Colorado will be invited to come forward to present an award to the City of Fort Collins for the restoration efforts of the Coca-Cola Ghost sign.

Staff was asked to provide additional detail regarding the revisions to the master covenants for Provincetown Condominiums affordable housing units. Deputy City Manager Jones explained that the revised covenant would keep the townhomes priced affordably for low income households, and owner-occupied (not rental). The revised covenant eliminates the requirement that the purchasers must be low-income. The income restriction has been a problem for FHA in making loans on these properties, and problematic for sellers finding credit/loan qualified, purchasers; and, many believe the impact of the

income restriction has resulted in several of the townhomes going into foreclosure. The Affordable Housing Board unanimously supported the revised covenant.

Discussion Items for March 19 will be considered in the following order:

1. Amending the Land Use Code regarding the Student Housing Action Plan (second reading of an ordinance);
2. Items relating to an Operator Agreement with Prospect Energy, LLC;
3. Adopting business assistance policy and procedures for primary employers;
4. Consideration of the appeal to approve sign modifications for the Foothills Mall Redevelopment Plan.

When Council considers the aforementioned appeal, the Mayor will introduce the item, select a Chair to preside over this portion of the meeting, and then recuse herself due to a potential conflict of interest. As the appellant, Mayor Pro Tem Ohlson will not Chair this portion of the meeting and will present the appeal from the dais.

Six Month Calendar

Due to Election Day on April 2, the Leadership Planning Team will not meet on Monday, April 1.

Staff confirmed that the *Aspen Heights Redevelopment and Reimbursement Agreement* will be heard at the March 26 Adjourned Meeting. Staff is asked to provide a brief description of the Agreement and the major points that will be addressed.

Neighborhood Night Out has been tentatively scheduled for Wednesday, August 7. Staff will confirm this date with the new Council after the April 2 election.

The item, "Possible Code Amendment relating to the Registration of Issue Committees" has been added to the "Unscheduled Items" portion of the Calendar.

Other Discussion Items

City Clerk Nelson reported that the City of Fort Collins has been invited to host a CML Spring Outreach Meeting on Monday, May 20 from 11:30 a.m. – 1:30 p.m. At the direction of the Leadership Team, staff will accept the invitation and begin planning the event.

City Clerk Nelson reported that ballots will be mailed this weekend for the April 2 election. Voters can return their ballots in the mail postage-free, or at one of the three drop-off locations:

1. City Hall (300 LaPorte Avenue).
2. Police Services (2221 South Timberline Road).
3. Larimer County (200 West Oak).

Staff is asked to determine if additional sites can be made available in future election years where voters can drop off their ballots 24 hours a day. All ballots must be received in the City Clerk's office by 7:00 p.m. on Election Day in order for them to be counted.

Deputy City Manager Jones reported that City Manager Atteberry sent a memo to Council regarding the *NCEDC Scope of Services*. Councilmembers are asked to submit their comments to City Manager

Atteberry by this Friday, March 15. If Councilmembers have no comments, the City Manager will proceed to finalize the scope of services with NCEDC.

In the form of a SAR, staff is asked to provide information related to the building at 220 East Olive:

- Who currently owns the building?
- The building appears to be in some disrepair...are the owners in compliance with the City's codes for external maintenance and condition of the building?
- What are the future plans for this building?

At last week's Leadership Meeting, it was requested that signs be placed in the construction zone on Prospect Avenue that indicate the local businesses are open. New signs have been put in place that state, "Local Businesses Open" and the business owners have expressed appreciation for their placement.

A conceptual review is being held on March 11 for the project at Mulberry and I-25. In the form of a SAR, staff is asked to answer the following questions:

- Was this parcel (or this parcel as part of a larger area) a part of the *Annexation Agreement* between Fort Collins and Timnath, to stay within the Fort Collins' Growth Management Area (GMA), or be transferred to the Timnath GMA?
- If it was to be transferred to Timnath, why is the proposed development being reviewed by Fort Collins?

Additionally, staff is asked to provide a clear map that shows what areas (in the vicinity of Mulberry and I-25) were to be governed by Fort Collins and which were to be governed by Timnath, in accordance with the *Agreement* between the two entities.

Staff is asked to provide Council with a brief update on medical marijuana businesses, such as how many have applied for a license, the status of the Medical Marijuana Authority, etc. Staff is also asked to include information on Amendment 64 that relates to marijuana retail stores.

Meeting adjourned at 2:18 p.m.