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MEMORANDUM

DATE: March 25, 2013
TO: Mayor and Councilmembers
FROM: Wanda Nelson, City Clerk
RE: Leadership Planning Team Meeting

Mayor Karen Weitkunat, Mayor Pro Tem Kelly Ohlson, City Manager Darin Atteberry, Deputy City Manager Diane Jones, Assistant City Manager Wendy Williams, and City Clerk Wanda Nelson met on Monday, March 25, and the following summarizes the discussions that began at 12:35 p.m.

March 26 Adjourned Meeting

Chief Financial Officer Mike Beckstead, Chief Sustainability Officer Bruce Hendee, and Deputy City Attorney Carrie Daggett participated in this portion of the discussion.

Staff is asked to clarify the following questions regarding Agenda Item #8 Woodward Inc. Business Investment Package:

1. Please explain the significance of Lincoln Boulevard and why it is being proposed at this time.
2. Fort Collins Utilities is working with Woodward Inc. through the Integrated Design Assistance Program. Please explain the financial assistance in more detail.
3. The term, "backfill" has been used in the AIS. Please explain the meaning of this term as it relates to this package.
4. Please clarify the amount of funds that will go to various entities, such as Poudre School District, DDA, Larimer County, etc. through this package.
5. In Table 1 of the AIS (page 6), Manufacturing Equipment and Contraction Use Tax Rebates have been totaled together. Please list these rebates separately and note that Keep Fort Collins Great (KFCG) and the quarter-cent sales tax is not used in these rebates.
6. Table 1 should also be corrected to reflect that the Capital Expansion/PIF Rebates should be 50%, not 80% as listed.
7. Table 2 lists a total assistance package of \$27.55 million, when the reported assistance should be \$23M. Please explain the difference, and note that Woodward Inc. will also be a beneficiary of the investment.
8. Please explain the percentage of the amount that will be rebated for the Use Tax Rebates.

9. Please detail the net gain for the City in the package, including the time frame in which these gains will be seen.

City Manager Atteberry will begin the discussion at the City Council meeting, followed by a presentation by Mr. Hendee and Mr. Beckstead.

Mr. Hendee stated that staff is developing a protocols, based on the Economic Health Strategic Plan, to address all assistance packages.

Agenda Item #10 is a hearing and resolution that adopts the *Affordable Housing Redevelopment Displacement Mitigation Strategy*. The chart that outlines the comparison of recommendations on page 5 of the AIS received compliments and should serve as a model for future summaries reported in an AIS.

Item #11, Second Reading of Ordinance 48 Relating to Development in the Poudre River Floodplain, will be considered by Council. This ordinance revises City Code to establish a “performance-based” criteria and regulation that places more emphasis on life safety through advance warning and evacuation.

Under *Other Business*, a discussion may be held regarding the possibility of moving the second reading of the ordinance relating to terminating the moratorium for Prospect Energy from April 16 to April 2.

An Executive Session may be held for the purpose of legal advice/potential litigation.

The Urban Renewal Authority (URA) Board Meeting scheduled for March 26 will be postponed to March 27.

The Work Session on the City Council “End-of-Term Report” will be canceled and a written report will be provided instead.

Six Month Calendar

Due to the fact that there will be a City Council Meeting on April 2, a Leadership Planning Team (LPT) meeting will be held on April 1. There will not be an LPT meeting on April 8.

The selection of Mayor Pro Tem will be conducted at the April 16 City Council Regular Meeting.

Other Discussion Items

As noted last week, the Alliance for Innovation has selected the City’s sustainability services model as an award recipient for the *Robert Havlick Award for Innovation in Local Government*. Arrangements will be made for this award to be presented at a future City Council meeting.

Staff is asked to clarify if the waiver of Development Review Fees can be backfilled, per the policy change that was recently approved.

City Clerk Nelson reported that the petition representatives regarding the Eastside/Westside referendum effort submitted their petition packets today for the City Clerk's review and *approval as to form*. The City Clerk's office is expected to complete this review by Friday, March 29. The representatives will then have twenty days to circulate the petitions and the petitions must be returned to the City Clerk's office by Thursday, April 18, at which time the City Clerk has five working days to verify the signatures (April 25). The number of signatures needed in this effort is 2,809.

Deputy City Manager Jones stated that staff is investigating other locations where ballot boxes can be installed for the public to drop off their ballots 24/7; similar to the ballot box that now exists at the Police Services building.

City Manager Atteberry noted that a future discussion will be held with members of City Council to discuss ex parte communications.

Meeting adjourned at 3:27 p.m.