



City Clerk
300 LaPorte Avenue
PO Box 580
Fort Collins, CO 80522
970.221.6515
970.221-6295 - fax
fcgov.com/cityclerk

MEMORANDUM

DATE: April 1, 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, City Attorney Steve Roy, and City Clerk Wanda Nelson met on Monday, April 1, and the following summarizes the discussions that began at 12:52 p.m.

April 2 Regular Meeting

Items relating to an agreement with Woodward Inc. will be considered under Agenda Item #8. Staff will provide a memorandum in the "Read Before" packet that describes changes to the definition of "full time employee."

Staff confirmed that the Special Meeting scheduled for April 9 (for the purpose of swearing in new members of Council and appointing the Mayor Pro Tem) was approved under "Other Business" during the March 19 Regular City Council Meeting.

April 9 Special Meeting

The order for this meeting will be as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Outgoing Councilmember comments
5. Oaths of Office for Newly Elected Officials
 - a. Mayor
 - b. Councilmember from District 1
 - c. Councilmember from District 3
 - d. Councilmember from District 5
6. Resolutions of Appreciation for Outgoing Councilmembers
7. Election of Mayor Pro Tem

Six Month Calendar

The first reading of an ordinance regarding a Land Use Code change on Streetscape Parkways will be considered on April 16. This change is to create a “mini-landscape” review process for homeowners to submit a request to amend the current parkway streetscape (such as to allow xeriscaping).

Urban Agriculture Land Use Code changes will be presented at the April 23 Work Session. City Attorney Roy stated that there will also be a related discussion on Chapter 4 Code changes regarding the keeping of animals.

There was a question about which items for the Foothills Mall will occur on April 29 (Special Council meeting) and which will occur on May 7. At present, the majority of items for Foothills will occur on April 29.

Staff is asked to remove the word, “Possible” from the item on June 25 relating to amendments to the *Smoking in Public Places* ordinance.

Staff is asked to review the list of items listed as “Unscheduled” to determine if they have been scheduled, or where they could be scheduled.

City Attorney Roy stated that a discussion on *Retail Marijuana* needs to be held at a future Work Session.

Other Discussion Items

City Clerk Nelson reported that medical marijuana business applicants are concerned over the length of time it is taking for their background checks to be completed. Processing of fingerprints by the CBI is taking months. Staff will review this issue to determine what steps can be taken to address this concern.

City Manager Atteberry stated that Code Compliance Officers were on duty this past weekend to patrol the City for violations of the election sign code.

Deputy City Manager Jones noted that Councilmember Gerry Horak’s name has been submitted as a possible gubernatorial appointment to the Regional Air Quality Council.

City Clerk Nelson reported a 21% return rate for ballots. A member of the City Clerk’s team will be posted in the lobby of City Hall on Election Day to accept ballots and answer questions. Signage has been posted on several outdoor receptacles directing voters to place their ballots in ballot boxes.

The magazine *Public Power* ran a cover story about women in the utility field. It was suggested that a concerted effort should be made to recruit female utility workers.

It was reported that the Federal fluoridation level has been lowered. Staff is asked to determine if the City will be lowering the level of fluoridation currently being added to the City's water supply.

Staff is asked to report the time frame when Councilmembers are appointed as liaisons to Boards and Commissions as well as Council committee appointments.

Mayor Weitkunat attended the Planning and Zoning Board retreat last week. The P&Z Board is interested in a joint meeting or work session with City Council sometime before the annual Land Use Code changes are considered. The Board would like to discuss with Council the anticipated LUC changes and how they relate to City Plan.

It was reported that Susan Herlihy, Public Relations Coordinator with the Lincoln Center, is serving as Interim Public Information Officer. Staff vacancies in the Public Information Office have been advertised and the recruitments are under way.

Meeting adjourned at 2:51 p.m.