



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

MEMORANDUM

DATE: January 7, 2019
TO: Mayor and Councilmembers
FROM: Delynn Coldiron, City Clerk
RE: Leadership Planning Team (LPT) Meeting

Mayor Wade Troxell, Mayor Pro Tem Gerry Horak, City Manager Darin Atteberry, City Attorney Carrie Daggett, Senior Assistant City Manager Kelly DiMartino and City Clerk Delynn Coldiron met on Monday, January 7, and the following summarizes the discussions that began at 7:36 a.m.

January 8 Adjourned Meeting

The January 8 agenda was reviewed.

- District 1 Vacancy Interviews – After discussion about whether to schedule a Council item to modify the applicant interview process in order to conduct an additional interview for Christopher Staten, there was little support from the Mayor or Mayor Pro Tem for bringing forward that proposal for the following reasons:
 - The Resolution adopted by Council at its December 18, 2018 meeting set out the process Council would be using to fill the District 1 vacancy and included the date Council would be doing interviews.
 - The District 1 Vacancy webpage included an information memo and timeline that both included the date Council would be doing interviews.
 - Mr. Staten can speak to Council during public comment at the January 15, 2019 meeting.
 - Mr. Staten can run for the District 1 seat as part of the April 2, 2019 election.

Staff will follow up with Mr. Staten to provide this information.

January 15 Regular Meeting

The January 15 agenda was reviewed.

- New Water Shares – There was brief discussion about this item. Staff intends to change the title to add clarity around the City leasing these shares.
- Transfort Flex Service – It was noted that this is good news.

- Monthly Community Dashboard Metric: Electric System Average Interruption Duration Index – There was a question about whether this information includes the Anheuser Busch outage and about how Platte River Power outages impact the metric. Staff should be prepared to answer.
- District 1 Vacancy Selection – There was some conversation around the process that will be used. Staff will provide a short presentation on the process. Council will then consider motions for various candidates, discuss and vote. A resolution with a blank will be provided so that, once Council has a majority in agreement for a candidate, the name can be inserted, and a final discussion/vote done. A summary from the Council interviews done on January 2, as well as a specific link to the interview videos, will be provided as part of the January 15 agenda materials.
- Total Compensation for the City Manager, Chief Judge and City Attorney – There was some conversation about whether the Council will need time for additional discussion of possible compensation adjustments before adopting the ordinances currently scheduled for January 15. The City Manager will confer with the Mayor after Tuesday night in order to determine whether to schedule the salary ordinances for consideration on January 15 as planned.

Six Month Calendar

January 22

- Occupancy Study – There was some discussion about allowing 20 minutes for this presentation. Staff is asked to focus the presentation on findings and reduce the time needed as much as possible. It was also suggested that staff do the presentation and the consultant be there as a resource.

January 29

- State of the City – Staff is asked to add the location (The Lyric) to the calendar.

February 26

- Boards and Commissions Code Revisions – Staff noted that a work session may not be necessary for this item. A memo is being prepared for an upcoming Thursday packet to provide an overview of potential changes and possible options. A decision to keep the work session and/or consider the item at a regular meeting will be made after Council has had a chance to review the information.

Unscheduled

- Staff was asked to schedule the Staff Reports listed and move the Connexion Strategic Operations meeting under the Work Session category.

Senior Assistant City Manager DiMartino:

- Noted that applications are being accepted for the City Park workshop. Staff was asked to include this information on Nextdoor and to provide it to Sylvia Cranmer, an active neighborhood leader.
- Noted some items related to short terms rentals (STR).
 - There is an issue with a STR where the City's requirements differ from the HOA's requirements. Because the City does not regulate and/or enforce HOA's or their regulations, as long as a STR meets City requirements, the covenants that may apply are not considered in the decision as to whether to issue a license. As the license is currently up for renewal, staff will notify the owner of the STR that their HOA does not allow for these. It was suggested that the City add some kind of information as part of the licensing process to encourage applicants to check with their respective HOA, if they have one, to make sure they are aware of regulations.
 - The City has prosecuted its first STR violation. A \$1,000 fine was imposed, with \$500 suspended, so a \$500 fine being levied at this time. The violation was for operating a STR without the required license. A second violation for the same thing would result in a doubled fine; \$2,000. The item was prosecuted in Municipal Court.
- Noted that Xcel is starting a gas line relocation project today at Walnut and College. Xcel originally wanted to do the project in December but was asked to wait until January due to the Holiday shopping season. There was brief discussion about communication with the affected business owners and efforts that are being led by the Economic Health Office to develop a communications/business support tool kit for future projects.

City Manager Atteberry:

- Noted some concerns about the City's relationship with the Downtown Business Association (DBA). The DBA is asking for the City to assume all of the St. Patrick's Day events; they have also indicated they will no longer have a City representative on their board. Staff will be meeting shortly to discuss the St. Patrick Day events and will keep Council apprised of developments.
- Noted that Mike Liggett's wife passed away on New Year's Eve; her death was unexpected. A celebration of her life has been scheduled for January 12, from 4-7 p.m. at Block One. Mr. Liggett currently serves as the Chair of the Health District Board and previously served on the Poudre Library Board.
- Noted that staff has reached out to the Homeless Coalition on the unattended property policy. More time is needed to process this through with them.

- Noted an email received from a resident asking for a dedicated funding source for parks. She was the same resident who asked, during public comment at the January 2 meeting, about the cell tower north of town that was approved but has yet to be constructed. Staff is asked to follow up on whether she has been provided with an answer.
- Noted an issue with Humane Society fee adjustments and the disproportionate increase for seniors. Larimer County passed the fee increase; however, Loveland did not due to the same issue. Staff continues to have conversations with the Humane Society regarding this issue and will report back to Council on any developments. The City Manager added that the contract is in place, but no fee increases have been approved.

Mayor Pro Tem Horak:

- Noted there is a young woman who is a firefighter at Station 2 who used to be a dispatcher. She persisted over five years to become eligible for hire. He suggested that we find a way to share her story of persistence and success.
- Noted the Climate Action Plan update and asked if this included trips that City staff and Council take; this should be included (number of trips, where people are going, etc.).
- Noted the City Council Initiative Dashboard information and had the following comments:
 - Business Retention and Expansion: Shared concerns about lack of opportunities for Councilmembers to be involved in these efforts; a more intentional conversation with Council about this item would be good. Asked about the California headquarters trip and whether Councilmembers would be participating; only staff are planned to go at this point.
 - Air Quality-Ozone: Asked if money to purchase electric municipal lawn and garden equipment has been included in the 2019 budget. Staff is asked to follow up.
 - Community Trust in Policing: Asked about the items that were translated into Spanish; what are the most relevant policies? A presentation to the Human Relations Commission on this item was suggested. Staff is asked to provide more information and context on this item.
 - Expand Community Policing: Asked about the potential reduction in hours at Campus West Connections. How has Campus West Connections been advertised? Are there other options than reducing hours? Having others who are working in the office come up to assist customers versus having the front counter always staffed was mentioned. Is the office achieving what was anticipated? Are the hours representative of what customers in that area want/need? Staff is asked to follow up.

- County Engagement for Building Infrastructure in City GMA – Noted that there has been no progress on this item. With Todd Blomstrom joining the County as the Director of Public Works and John Kefalas joining the County as a new commissioner, there is opportunity for progress. Executive staff is asked to reach out to these individuals and get things moving.
- North College Bus Rapid Transit – Noted that it shows there has been progress but there are no tangible outcomes.
- Urban Renewal Authority Finance Committee meeting – Asked staff to consider how to best resolve outstanding differences with the County, school district and special districts to ensure that meeting times are utilized most effectively.

Mayor Troxell:

- Noted he attended the openings of West Mountain Alley, (east) Old Firehouse Alley and Seckner Alley. This is a great partnership demonstrating collaboration between our Old Town businesses, the Downtown Business Association, Downtown Development Authority and the City. The event was nicely done and had a good turnout.
- Noted there is a need for additional Police presence and enforcement near Prost Brewery now that the new kinetic art project has been implemented. The owner of Prost reports that the art project is attracting young people who are sitting on his patio and taking hallucinogens.

Meeting adjourned at 9:39 a.m.