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MEMORANDUM

DATE: August 24, 2020
TO: Mayor and Councilmembers
FROM: Delynn Coldiron, City Clerk
RE: Leadership Planning Team (LPT) Meeting

Mayor Wade Troxell, Mayor Pro Tem Stephens, City Manager Darin Atteberry, Deputy City Manager Kelly DiMartino, City Attorney Carrie Daggett and City Clerk Delynn Coldiron (all by video-conference call) met on Monday, August 24, and the following summarizes the discussions that began at 7:34 a.m.

8-25-2020 Work Session:

The August 25 agenda items were reviewed.

- There was brief discussion about meeting logistics. This will be a remote meeting. Since this is a work session, no public comments will be accepted. The public can provide comments to Councilmembers through email.
- Election Code Changes – Members from the public asked the Election Code Committee to recommend changes related to contributions to Limited Liability Corporations and Political Committees that aligned with the state. No consensus was reached by the Committee on either of these options. The Committee suggested that staff bring these items forward to the entire Council for discussion and potential feedback. These will be discussed at tomorrow's Work Session.

9-1-2020 Regular Meeting:

The September 1 agenda items were reviewed.

- Resolution on the 2021 Budget – The City's Code requires the setting of hearings to occur after the budget has been delivered. Staff plans to get copies of the budget to Council as soon as possible. If the Council has not received the recommended budget before the Council meeting on September 1, Council will consider a motion to adjourn the September 1 meeting to September 8 to consider this Resolution at that time.
- Board and Commissions Appointments – Mayor Pro Tem Stephens reported that she and Councilmember Gorgol interviewed the candidates for the Economic Advisory Commission. The recommended candidate was a vice president of the Federal Reserve Bank and is expected to be a fantastic addition to this board.
- COVID-19 Staff Report – This will focus on women in the workplace, school choice and childcare. Jennifer Henderson of Tilt (a new start up company), and Tina Todd of Simply HR are the expected speakers. As part of this report, staff is asked to share available resources for those who are seeking childcare.

Leadership Planning Team Meeting

August 24, 2020

Page 2 of 5

- Hughes Stadium Executive Session – An executive session to discuss real property acquisition is scheduled as an item under Other Business.

On a related note, City Clerk Coldiron reported that a Notice of Intent to Circulate an Initiative Petition was received this morning from the PATHS Organizing Team. The initiated ordinance would be placed on the next regular city election ballot (April 2021). The Summary Statement provided in the information notes that their ordinance will request to expand Public Open Lands zoning to the Hughes Stadium site and would require the City to acquire the Hughes Stadium Property and use it for parks, recreation and open lands, natural areas, and wildlife rescue and education. Once a petition has been filed and the form of the petition has been approved by the City Clerk, the circulators will have 60 days to obtain the necessary signatures (3,280 in this case). Conversations with CSU are expected to continue as planned.

6-Month Calendar:

- September 15:
 - Hughes Stadium site work session item was added to the calendar.
- October 6
 - Fischer Rezone will be added to the Consent Calendar. This item was recently heard by the Planning & Zoning Board and received a split vote (4-2 in favor of the appeal; one board vacancy). Although public comment was accepted, no one provided comments.
 - Stormwater Utility Enterprise Board Meeting was added to the calendar. Consideration of a fee deferral for the Poudre School District East Prospect site will be included on the agenda.
- November 3 and 4
 - Regular Council meeting has been **moved to November 4** (Wednesday) due to the national election.

City Clerk Coldiron:

- Reported back on a request to add a timer to Zoom meetings. At this point, it is staff's understanding that:
 - Zoom does not have a countdown timer for public comment.
 - A custom solution can be developed; however, this will add complexity and require more administrative support.
 - Zoom cannot display both a citizen slide show or video and the timer.
 - Any customer solution will not provide a cue to a phone-only participant or someone visually impaired.

Staff will continue to evaluation options.

Deputy City Manager DiMartino:

- Noted that staff was able to meet with Councilmember Gutowsky and Pastor Ramer of the Mennonite Fellowship about ongoing neighborhood concerns. There was good, candid conversation that is expected to open the door for future dialogue. Enforcement on camping continues to occur within Library Park.
- Noted there was a cyber security incident that occurred with the system used by the Gardens on Spring Creek and the Museum of Discovery. There was a data breach with their vendor, Blackbaud. There was no material breach of privacy information. Although the City is not required to report this incident, in the spirit of transparency, staff will inform people through a notice on the City's website and by notifying any individuals who may have been impacted.
- Noted the Planning & Zoning Board held their first hybrid meeting last Thursday. 4 board members were present, 2 were remote. Staff is developing a memo for Council on lessons we are learning related to this and on adaptations that are being made for other boards who hold public hearings.

It was noted that the appellants in the Landmark Apartments PUD appeal have objected to the conduct of an appeal hearing using a hybrid meeting so the appeal will be on hold indefinitely. Construction is proceeding, at the developer's risk, since the minor amendment was approved.

- Noted the Legislative Review Committee will be meeting this Friday. The Committee will start conversations about the CC4CA policy agenda, as well as the City's 2021 policy agenda. There was a question about whether there would be a connection between this group and the Community Impact Committee since there is a desire to ensure equity, and potentially other things, get incorporated into the City's legislative goals.

City Attorney Daggett:

- Noted the complaint in the billboard matter will be filed tomorrow.
- Noted Adam Stephens, a new attorney in her office, starts today. He was a Deputy City Attorney in Milwaukee, WI focusing on law enforcement, code enforcement, neighborhood quality issues and licensing. He also has experience with election issues.
- Noted the impacts to some members of her staff who have less schedule flexibility, such as prosecutors, and the difficulty they may have balancing duties and responsibilities with childcare and home schooling. City Manager Atteberry noted that this is a similar occurrence throughout the organization. This is a complex issue for people. Changes in schedules or assignments may be required to help mitigate this. City Manager Atteberry added that, for those employees who continue to work remotely, the City is now planning a return to office date of January 5, 2021.
- Noted questions that have come about the use of the chat feature in Zoom for Council committee meetings.
- Noted staff is working on responding to the face covering lawsuit; the City was served last week.

City Manager Atteberry:

- Noted he has had several conversations with Dr. Tony Frank regarding the Hughes Stadium site. The conversations have been positive and collaborative.
- Noted that a hotel project at the southwest corner of Prospect Street and College Avenue (old Chuckie Cheese building) has been approved. There is a master planning effort occurring for the site. Once completed, this project is expected to move forward to the Urban Renewal Authority (URA) Board for discussion about potential URA funding.
- Noted he will be issuing a Stage II fire ban within the City. This will prohibit things such as charcoal grill fires, fires in patio chimneys or fire pits and campfires. A full list of prohibited items will be included in a memo he will be providing.
- Noted the criticality of the land acknowledgement work and shared concerns about the resourcing this will take. Additional conversations with Council about this topic are expected.

Mayor Pro Tem Stephens:

- Noted that the Colorado Municipal League is holding their virtual conference this week and she encouraged Council and others to participate.
- Noted that a representative from the Colorado Department of Transportation reached out to see if anyone had questions about any of the highway closures, including Highway 14. This item has been turned into a Service Area Request.
- Noted there is a COVID town hall with Governor Polis and Congressman Neguse scheduled for tonight at 6:05 p.m. The target audience is residents of Larimer, Boulder, Jefferson and Broomfield counties. Constituents can sign up to receive a live invite call at https://neguse.house.gov/live?_ga=2.38770787.1972677413.1598298163-2089492960.1594218942.
- Appreciated the memo provided related to community tensions. She was interested in Councilmembers having the opportunity to participate in any training opportunities that are identified. Staff is asked to follow up.
- Noted a member of the Sierra Club reached out regarding the Go EV resolution. The LPT agreed that this should be explored through the Legislative Review Committee.
- Noted that State Representative Faith Winter reached out to see if the City would be willing to do a letter to the editor related to CC4CA. There was some interest in pursuing this. Staff is asked to follow up.

Mayor Troxell:

- Asked about the COVID testing being done for CSU and whether this will be broken out within the Larimer County dataset, or just combined with everything else. Staff is asked to follow up.
- Asked about the status of the City's electric undergrounding. This was discussed in context with the fires that are occurring in California and the difficulty the utility company is having with providing service. There is concern that the same thing could happen here if undergrounding is not completed.

Meeting adjourned at 10:30 a.m.