

# **City Council**

## **Special Meeting Minutes**

**January 29, 2019  
Library Meeting Room  
951 Spruce Street  
6:00 PM**

**Call to Order** – Mayor Muckle called the meeting to order at 6:00 p.m.

**Roll Call** was taken and the following members were present:

**City Council:**        **Mayor Robert Muckle**  
                              **Mayor Pro Tem Jeff Lipton**  
                              **Councilmember Jay Keany**  
                              **Councilmember Chris Leh**  
                              **Councilmember Susan Loo**  
                              **Councilmember Dennis Maloney**  
                              **Councilmember Ashley Stolzmann**

**Staff Present:**        **Heather Balsler, City Manager**  
                              **Megan Davis, Deputy City Manager**  
                              **Kevin Watson, Finance Director**  
                              **Nathan Mosely, Parks, Recreation, & Open Space Director**  
                              **Aaron DeJong, Economic Development Director**  
                              **Kurt Kowar, Public Works Director**  
                              **Rob Zuccaro, Planning & Building Safety Director**  
                              **Chris Neves, Information Technology Director**  
                              **Sharon Nemechek, Library Director**  
                              **Dave Hayes, Police Chief**  
                              **Kathleen Hix, Human Resources Director**  
                              **Emily Hogan, Assistant City Manager for Communications**  
                                  **& Special Projects**  
                              **Meredyth Muth, City Clerk**

**Others Present:**     **June Ramos, Facilitator**

### **DISCUSSION/DIRECTION 2019 CITY COUNCIL WORK PLAN – PRIORITIZATION AND SCHEDULING OF ITEMS**

Mayor Muckle introduced June Ramos the evening's facilitator. Ramos reviewed the goals 1) finalize priorities, 2) review the level and type of discussion and how much time for each item, and 3) review recommendations of timing.

Deputy City Manager Davis stated staff brought forward this list of items with the direction from Council from the previous meeting. It includes an estimate of timing for each item.

Mayor Pro Tem Lipton stated he struggles some with the prioritization levels of high, medium, and low in that items that require Council time will require Council time regardless of importance. High priorities should be those that advance the community regardless of the time required.

Members spent some time determining the definitions on high, medium, and low priority deciding low items are those that are ok if we don't accomplish this year. High priority is for those items that advance the community.

High priorities:

- Transportation Master Plan
- Trash Hauler Contract
- Recreation/Senior Center Fee Assessment
- Golf Course Fee Assessment
- Miners Cabins Location (moved to medium priority)
- McCaslin Redevelopment Plan
- Fiscal Policies
- 2020 Budget
- Tabor Revenue Options (moved to medium)

Councilmember Loo was concerned some of the items not listed as high will create angst in the community. For example Coyote Run must be dealt with while Miners Cabins are a choice to do.

Members agreed to move the miner's cabins to medium priority.

Members agreed to change the Trash Hauler RFP to include a policy discussion on composting and waste diversion in addition to approval of the contract; two meetings.

Members moved TABOR Options to medium priority.

Members combined Fiscal and Reserve Policies under one high priority item.

Medium Priorities

- South Boulder Road Connectivity
- Paving Update
- Water, Sewer Storm Rates
- Improve Medians/Landscaping

- Open Space/Parks Enforcement
- Coyote Run
- Reserve Policy – combined with fiscal policies under high
- Open Space Management Plan/Vision
- Open Space Zoning
- Marijuana Regulations
- Design Guidelines and Sign Code (moved to high)
- Affordable Housing Strategies
- Dark Sky Lighting (moved to low priority)
- Historic Preservation Funding
- Redevelopment Conoco-Philips Parcel
- BAP Policies
- Downtown Parking
- LRC Update
- New Technology and Engagement Tools
- Middle Mile Network
- 2021-22 Budget Process
- Polling (removed)
- Council Salary Survey
- Energy Future Collaboration
- Evaluation of Appointed officials

Mayor Pro Tem Lipton would like Design Guidelines and Sign Code moved to high. He stated as this is a strategic priority. Members agreed.

Members discussed what could be included in the affordable housing discussion. City Manager Balsler stated this is meant to look at a variety of strategies and how it connects with the County's ideas for a regional tax.

Councilmember Stolzmann stated this should be kept as a place holder and let the Consortium representative (Councilmember Keany) bring information from the County. Mayor Pro Tem Lipton stated this should be a low priority as we will not be taking the initiative on this.

Mayor Muckle said there may be some areas we want to address.

Councilmember Leh stated it may not be a high priority but it is something residents want to know we are working on. Mayor Pro Tem Lipton stated if the item of affordable housing is listed as a high priority there is an expectation we are going to do be able something.

Councilmember Maloney stated we need to understand the trigger on this one to know how to address this. We need to clarify what this is.

Mayor Muckle stated this has come in as a priority in our polling. He would like to address something around the mobile home park to maintain it as affordable.

Councilmember Stolzmann stated we should view this as a regional collaboration item and we need to participate with the County on what is happening. Funding will be the biggest issue. This is a priority but it will be to collaborate with the County. Councilmember Loo agreed.

Members decided to keep as medium but change the language to more of a regional collaboration item with Boulder County.

Mayor Pro Tem Lipton would like a separate item listed for protecting the mobile home park.

City Manager Balser stated this would require significant policy discussion if Council wants to do this this year.

Councilmember Stolzmann stated she doesn't think we are ready to have this conversation this year.

Members decided to leave the item as a collaboration item with medium priority. The general consensus was to hold the conversation until Q4 unless something forces the issue.

Councilmember Loo stated she would like the dark sky regulations to only apply to industrial/commercial areas.

Councilmember Stolzmann stated she would like to know what the options are and look at what code changes could bring. This could be a low priority.

Mayor Pro Tem Lipton stated residents want us to address the big lighting issues that happen with neighbors. Members made this a low priority.

Councilmember Keany stated the Council salary survey item should be an automatic review. Members agreed it should be done on a regular basis and moved it to a low priority.

Members removed downtown parking as it is now an operational issue not a work plan item.

Councilmember Stolzmann stated staff doesn't have the bandwidth to do both Conoco Philips and Sam's club. Sam's club is the priority. Director DeJong stated this may be more of a reactive item if someone submits a proposal. City Manager Balser stated if the project doesn't finalize a contract then we may want to discuss options for changes on the property.

Mayor Muckle stated Council may need to reaffirm what they want to see on the site; perhaps it is a low priority.

Mayor Pro Tem Lipton would like a discussion of it as the Comp Plan is not in alignment with the market, perhaps we need a market study. He would like to do it before we have a proposal in front of us. We should drive the conversation. He would like this a medium priority.

Councilmember Loo agreed the Council needs a better handle on the potential of the property and the pitfalls before a proposal comes in.

Members chose to leave it on the list as a medium priority, Q3-4.

Councilmember Maloney stated the Revitalization Commission update should be Q1-2. Members agreed.

Councilmember Leh would like polling in Q2; we need some information in a number of policy areas.

Councilmember Stolzmann stated the Council does not have enough direction or information to consider a tax question in 2019 so polling is not a priority.

City Manager Balser stated the polling would be for information on policies for a 2020 ballot question, not for 2019. It is a long process and staff would need Q2-3 to prepare for a 2020 Q1 poll.

Councilmember Leh stated he would like a poll on policy issues in general not polling specifically for issues going on the ballot. This would give Council a good feel for the pulse of the community on a variety of issues.

Councilmember Stolzmann stated she feels the City needs to get better engagement on individual topics not through polling.

Members agreed to remove the item from the list.

Councilmember Maloney would like to have the 2020 Work Plan discussion start in Q4 so it is ready early in 2020. Members decided to add it as a Q4 item.

Councilmember Maloney would like the City Manager evaluation scheduled in 2020 Q1 as well.

Low priorities

- Senior Services Update

- Public Art
- RE Zoning
- O zoning
- PUD Review and Waiver Criteria
- Sketch Plan Process (removed)
- Height Calculations (moved to medium)
- Open Space Zoning
- Strategic Plan Implementation
- Boards/Commissions Process and Appointments

Councilmember Maloney asked if the senior issues should come to the Rec Board first. Staff stated that will be a part of the process.

Councilmember Keany asked how Height Calculations fits in as a priority. Director Zuccaro stated it needs to be done, but it is not a high priority. Council agreed.

Councilmember Maloney asked staff if the sketch plan item is useful. Councilmember Stolzmann stated this was discussed last year and there was a full discussion of how it could happen, what the risks are, and a possible process, and that discussion and decision hasn't changed. She would remove it.

Councilmember Maloney stated BRaD would like it considered again. However, he feels we have already considered it and we don't need to do it again unless Councilmembers have changed their minds.

City Manager Balsler stated BRaD would like Council to consider a way for developers to have input earlier in the process without a full application.

Mayor Muckle stated as Council can't give a binding decision in such a process it isn't worth it to change our process.

Councilmember Leh stated without an early conversation we may be discouraging proposals that may be innovative and worthwhile. It is a practical way for someone to go through a complicated process.

Councilmember Stolzmann stated she feels we have all the regulatory processes we need and this additional one is not something we need to add.

Mayor Pro Tem Lipton stated this can be a very helpful process for developers to go through to understand if what they are thinking of doing is a good idea with the community. It is not however a high priority.

Members decided it is not a priority right now. They agreed to remove the item from the list for 2019.

Mayor Muckle asked if the Council should have a discussion about a senior advisory board. Members decided that will be determined by the senior services conversation.

Mayor Pro Tem Lipton stated he would like to add an item for a comprehensive review the boards and commissions. Members decided not to add this to the plan.

After additional considerations members moved height calculations to medium priority.

Members reviewed the scheduling of the items throughout the year and made a few adjustments.

### **ADVANCED AGENDA & IDENTIFICATION OF FUTURE AGENDA ITEMS**

Members reviewed the advanced agenda. Staff noted the trash hauler RFP will be added to the agenda.

### **ADJOURN**

Members adjourned at 8:52 pm.

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Robert P. Muckle, Mayor

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Meredyth Muth, City Clerk