



# City of Littleton

Littleton Center  
2255 West Berry Avenue  
Littleton, CO 80120

## Meeting Minutes - Draft

### City Council

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Tuesday, October 20, 2020

6:30 PM

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#### Virtual Regular Meeting

#### Viewing and Participation Options for Virtual Meetings:

Due to COVID-19, the City of Littleton is providing virtual coverage of city council meetings to protect the health of citizens, council members and staff. Meetings will not be held in the council chamber until further notice.

Options for viewing and participating in city council meetings are as follows: watch the live telecast on Comcast or Century Link Channel 8, live on Facebook ([www.Facebook.com/CityofLittleton](http://www.Facebook.com/CityofLittleton)), or visit [www.littletongov.org/channel8](http://www.littletongov.org/channel8) to watch the live stream on the city's website.

To provide written remarks during the Public Comment part of the agenda, or to comment on an agenda item during a Public Hearing, submit a statement using the Agenda Item Comment Form at [www.littletongov.org/agenda-comment](http://www.littletongov.org/agenda-comment). Comments received prior to 4 p.m. on the date of the council meeting will be presented to the mayor and council members.

To provide live comments during the meeting, use one of the following phone numbers to call in: **669-900-6833** (or) **346-248-7799** (or) **408-638-0968**. When prompted, enter the Webinar ID: **961 7865 3165**. Contact the City Clerk's Office at **303-795-3780** with any questions regarding this process.

**\*NOTE\*: Comments left on Facebook Live will not be moderated and will not be included in the meeting minutes. Those wishing to participate in any public comment portion of the meeting are advised to view the meeting here: <https://www.littletongov.org/my-littleton/littleton-8-tv>. This broadcast has the least amount of delay.**

#### 1. Roll Call

**Present:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro-Tem Melin, Council Member Milliman and Council Member Grove

#### 2. Approval of Agenda

#### 3. Comments / Reports

a) City Manager

*Update to council on Short Term Rentals agenda item. If the item passes on first reading tonight, the public hearing would be held on November 17. Between now and that public hearing, the city would welcome comments from the public; we've already received a fair amount from a coalition that was formed a couple of years ago around this topic. Staff will be reviewing comments and suggestions and making*

recommendations to council, as appropriate, at or before the public hearing on November 17.

b) City Attorney

*Follow-up to City Manager's report: we have received several recommended changes regarding Short Term Rentals, many of them very thoughtful. If changes occur between first and second reading, staff will make council and the public aware of those changes. Update on recently issued Public Health Order regarding limit of gathering size, sale/service of alcohol, and telecommuting.*

c) Council Members

*Council Member Driscoll - No report*

*Council Member Elrod - Have been hearing from some citizens on the rezoning of the downtown map. Want to make people aware of a couple of opportunities coming up to provide comments on that; in front of the Planning Commission on November 9 and City Council on December 1 and 15, all tentative dates. Shout out to Aspen Grove for being strong advocates and promoting the arts. Shout out to Weekends on Main which is still doing great!*

*Council Member Fey - Council Comments is a time for council to make announcements/comments on one or two things that were pertinent to citizens. We seem to have morphed to longer comments and trying to list everything that we've been doing. It would be great to return to one or two things that citizens need to know.*

*Council Member Grove - No report*

*Council Member Milliman - Agrees with Karina's comments on Aspen Grove who will have a kid-friendly reading of Sleepy Hollow on October 24. Also, there is a Lululemon pop-up store going in at Aspen Grove. SMHO's Resident Services team is continuing to reach out to all of their residents to make sure they're well taken care of and don't have any needs. Online applications are open now through November 6 for wait-list openings at Bradley House and Amity Plaza. Update on the Library and the Museum: the pumpkin patch did very well this year with 3,600 visitors and sold 1,900 pumpkins, and raised over \$7,000 for Friends of the Library and Museum. Shout out to citizens who called in for the Phase II Amendments public hearing on October 6. Wonderful to have such citizen engagement.*

*Mayor Pro Tem Melin - No report*

d) Mayor

*Made it over to the pumpkin patch over the weekend. There are still some good pumpkins left so get out there! The museum is open and is busy on the weekends. You do need a reservation, so please call in and make a reservation. Was at the Littleton Center today and it does appear that it will take the rest of the year to complete the remodel on the Council Chamber. Attended the Arapahoe County City Manager's meeting last Friday with the City Manager which is where we were informed of the latest updates regarding COVID and restrictions.*

#### **4. Citizen Appearances - None**

## **5. Public Comment**

Citizens wishing to provide public comment prior to the meeting, or who wish to participate via phone, please see instructions listed at the top of the agenda.

*Carol Brzeczek - Concerns about hurried method by which the direct elect mayor question was placed on the November 3 ballot.*

*Pam Chadbourne - Agree with Carol Brzeczek's comments. Concerned about the two Business Improvement District items on the agenda. What is the benefit to the city from these BIDs? Concerned about the STR item and regulations.*

## **6. Consent Agenda Items**

- a) **Ordinance 41-2020** Ordinance 41-2020: An ordinance on second reading adding Chapter 23, entitled Short-Term Rentals, to Title 3 Business Regulations of the Littleton Municipal Code  
**approved**
  
- b) [Resolution 72-2020](#) Resolution 72-2020: Adopting the 2021 Fee Schedule  
**approved**
  
- c) [Resolution 71-2020](#) Resolution 71-2020: Authorizing an Intergovernmental Agreement between the Colorado Department of Revenue and the City of Littleton for the collection of municipal taxes under the Sales and Use Tax Software System  
**approved**
  
- d) **Ordinance 42-2020** Ordinance 42-2020: An ordinance on first reading amending various sections of Title 3, Chapter 9 to require collection and remittance of Littleton sales tax by remote sellers  
**approved**
  
- e) [Resolution 69-2020](#) Resolution 69-2020: Approving the 2021 Operating Plan and Budget for the Highline Business Improvement District  
**approved**
  
- f) [Resolution 70-2020](#) Resolution 70-2020: Approving the 2021 Operating Plan and Budget for the Aspen Grove Business Improvement District  
**approved**
  
- g) [ID# 20-268](#) Approval of the October 6, 2020 virtual regular meeting minutes  
**approved**

## Approval of the Consent Agenda

**Council Member Driscoll moved and Council Member Elrod seconded to approve consent agenda items (a) through (g). The vote is 7-0. The motion carries unanimously.**

**Aye:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove

## 7. General Business - None

## 8. Ordinances on Second Reading and Public Hearing

*All four budget ordinances will be covered under one staff presentation and one public hearing. Each item will be voted on separately.*

*Comments on budget process - Mark Relph, City Manager*

*Staff Presentation - Tiffany Hooten, Finance Director*

*Mayor Valdes opened the public hearing for items 8(a) through 8(d) at 7:15 p.m.*

*Pam Chadbourne - Supports funding government but citizens are not getting their money's worth with the ULUC process.*

*Mayor Valdes closed the public hearing for items 8(a) through 8(d) at 7:18 p.m.*

- a) [Ordinance 36-2020](#) Ordinance 36-2020: An ordinance on second reading to be known as the "Annual Appropriation Bill," adopting the annual budget for all municipal purposes of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the fiscal year beginning January 1, 2021 and ending December 31, 2021

**Council Member Elrod moved and Council Member Milliman seconded to approve the ordinance known as the "Annual Appropriation Bill," adopting the annual budget for all municipal purposes of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the fiscal year beginning January 1, 2021 and ending December 31, 2021.**

**Council Member Elrod moved to amend the ordinance by adding Conservation Trust fund under provisos under 4-36-2020. The motion dies for lack of second**

**The vote on the main motion is 7-0. The motion carries unanimously.**

**Aye:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove

- b) [Ordinance 35-2020](#) Ordinance 35-2020: An ordinance on second reading establishing the tax levy of 2.0 mills to defray the costs of municipal government of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the City's Fiscal Year beginning January 1, 2021 and ending December 31, 2021

Mayor Pro Tem Melin moved and Council Member Driscoll seconded to approve the ordinance establishing the tax levy of 2.0 mills to defray the costs of municipal government of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the City's Fiscal Year beginning January 1, 2021 and ending December 31, 2021. The vote is 7-0. The motion carries unanimously.

**Aye:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove

- c) [Ordinance 38-2020](#) Ordinance 38-2020: An ordinance on second reading of the City of Littleton, Colorado, as the governing body of the City of Littleton, Stormwater and Flood Management Utility Enterprise, adopting the 2021 budget

**Council Member Driscoll moved and Council Member Milliman seconded to approve the ordinance adopting the 2021 Littleton Stormwater and Flood Management Utility Enterprise budget. The vote is 7-0. The motion carries unanimously.**

**Aye:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove

- d) [Ordinance 37-2020](#) Ordinance 37-2020: An ordinance on second reading of the City of Littleton, Colorado, as the governing body of the City of Littleton, Sewer Utility Enterprise, adopting the 2021 budget

**Council Member Driscoll moved and Council Member Elrod seconded to approve the ordinance adopting the 2021 Littleton Sewer Utility Enterprise Fund budget. The vote is 7-0. The motion carries unanimously.**

**Aye:** 7 - Mayor Valdes, Council Member Driscoll, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove

## **9. Adjournment**

*Mayor Valdes adjourned the meeting at 7:27 p.m.*

The public is invited to participate in, and/or attend, all regular meetings or study sessions of the City Council or any city Authority, Board or Commission. ***The Littleton Center is currently closed to the public and meetings are being conducted virtually.***