



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes

City Council

Tuesday, May 5, 2020

6:30 PM

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), or visit 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. 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: 972 6426 3512 . Contact the City Clerk's Office at 303-795-3780 with any questions regarding this process.

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

There have been a lot of changes in the past few weeks and possibly in the coming months. City staff has been working really hard to try and make our webpage as informative as possible. On the main page of the city's website, there is a large red banner for COVID-19 which takes you to a specific webpage. One of the changes in the last week is that we've added the Littleton report online as a weekly publication to communicate current information. To ensure a direct connection to this page and the Littleton Report online, recommending that people go to the page and sign up for e-connect to stay current. Also on this page is updated information from Tri-County Health and the state. There are documents posted specifically for our businesses to help them get open.

b) City Attorney

Tri-County health does not intend to extend their orders so effective 12:01 a.m. on May 9, we will be under CDPHE/State guidelines.

c) Council Members

Council Member Fey - Colorado has received funding approval from FEMA to provide shelter in hotels, motels, and dormitories for homelessness isolation due to COVID-19. Reasons for isolation would be having tested positive, being exposed, or being at risk.

Council Member Grove - Mayor Pro Tem Melin and I interviewed candidates for the Next Gen Committee last week. Plans had been to promote this to the high schools and ACC but COVID got in the way. Had great candidates, mainly in their 20s and 30s. Award letters have been sent out and the first (virtual) meeting is scheduled for May 28. HPB and Planning Commission are having a joint meeting (study session) next week to talk about the code and design guidelines.

Council Member Milliman - Last week participated in a Zoom meeting with Debbie Shackelford of Colorado Helps (Healthcare Experiential Learning Pathways to Success). The state received a twelve million dollar grant from the U.S. Department of Labor. The grant will be run through a partnership between the Colorado Department of Higher Education and the Colorado Community College System. Primary goal of the program is to accelerate the expansion of apprenticeships within the healthcare industry. ACC will play a large role in the program. The Bemis Library is implementing a curbside pick-up for books soon. The "Best of Show" starts May 21 at the Museum as well as several virtual programs. There are 12 pregnant ewes at the farm and at the beginning of June we're expecting 20-25 new baby lambs.

Council Member Elrod - Participated in a conference call sponsored by CML on Local Government Economic Impact and Response. Have sent a survey statewide to gather information on how cities and towns have been reacting and are proactively working to get back on track. When asked how governments are supporting local businesses, the top four responses were 1) waiving late fees and penalties, 2) marketing support and communication, 3) webinar education, and 4) release of grant funds for businesses. This is in line with a lot of what Littleton is doing. When asked to businesses what government can do to help you the responses were 1) grants and financial support, 2) information, 3) loosening bans, regulations and flexibility, and 4) was marketing. When asked about recovery, the majority of businesses felt that within six months they'd be back on track. (Council Member Elrod lost connectivity)

Mayor Pro Tem Melin - The business grant program is closed. Checks should be mailed to the awarded businesses this Friday (May 8). Businesses will be notified no later than end-of-business day tomorrow (May 6) if they've received funding.

Council Member Elrod (continued) - Much of the information in my report is available on the DCI (Downtown Colorado Inc) website. Have been attending the Tri-County Health Department calls. Some discussion has involved how to use parking lots and streets to conduct open markets, etc. There are statistics available on Tri-County's website. The City of Littleton has one of the lowest occurrences of COVID in Arapahoe County.

Council Member Driscoll - Have been busy meeting with the Littleton Business

Chamber and the Littleton Merchants and many individual business owners throughout District 1. We are aware of the desire to get bars and restaurants open as quickly as possible. We have to work with Tri-County Health and the state to make that happen.

Mayor Pro Tem Melin / City Manager - Littleton RISE met for the first time and their website is up at "go2littleton.com". The next meeting is scheduled for one week from today (May 12) in the afternoon.

d) Mayor

The business grant program is closed. Checks should be mailed to the awarded businesses this Friday (May 8). Businesses will be notified no later than end-of-business day tomorrow (May 6) if they've received funding.

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.

Pam Chadbourne - Thank you to all staff and decision makers for all the work you've done during this difficult time. Concerned about full agenda tonight; not sufficient time to review this many items, for citizens, staff, or decision makers. Many high impact items on first reading on the consent agenda.

City Attorney response to Public Comment - Many of the items that Ms. Chadbourne commented on are just on first reading. There will be an opportunity for public hearings on those ordinances on second reading.

6. Consent Agenda Items

- a) [Ordinance 17-2020](#) Ordinance 17-2020: An ordinance on second reading amending Littleton City Code Title 7, Section 7-3-5 and Title 10, Sections 10-1-2, 10-1-8, 10-1-9, 10-3-1, 10-3-2, 10-4-1, 10-4-4, 10-4-9, and 10-12-4 with the intent of clarifying development regulations and improving public engagement processes
approved
- c) [Resolution 37-2020](#) Resolution 37-2020: Authorizing an Intergovernmental Agreement between the City of Littleton and the Colorado Department of Transportation for reimbursement of costs associated with the Downtown Littleton Raised Pedestrian Crossings
approved
- e) [Resolution 38-2020](#) Resolution 38-2020: Authorizing an Intergovernmental Agreement between the City of Littleton and the Colorado Department of Transportation for reimbursement of costs associated with the Santa Fe Drive and Mineral Avenue Operational Improvements

approved

- f) [Ordinance 14-2020](#) Ordinance 14-2020: An ordinance on second reading amending the floodplain regulations contained in Title 10, Chapter 6, and referenced in Title 2, Chapter 9 and Title 10 Chapters 1, 2, and 3
approved
- g) [Ordinance 20-2020](#) Ordinance 20-2020: An ordinance on second reading authorizing a grant of a biogas pipeline and custody transfer station permanent easement between the City of Littleton and Public Service Company of Colorado, located on the South Platte Water Renewal Partners Treatment Plant property
approved
- h) [Resolution 41-2020](#) Resolution 41-2020: Authorizing an application by the city for funding from the Arapahoe County Open Spaces Grant Program for construction of trail underpasses and trail connections at Slaughterhouse Gulch Park
approved
- i) [Resolution 39-2020](#) Resolution 39-2020: Authorizing an application by the city for funding from the Arapahoe County Open Spaces Grant Program for the planning and design of improvements to the Superchi property adjacent to Reynolds Landing Park and the South Platte River
approved
- j) [Resolution 40-2020](#) Resolution 40-2020: Authorizing an application by the city for funding from the Arapahoe County Open Spaces Grant Program for a planning grant for Jackass Gulch's restoration and stabilization
approved
- k) [Ordinance 21-2020](#) Ordinance 21-2020: An ordinance on second reading approving a five-year agreement with Tyler Technologies for a new Municipal Court Management System
approved
- l) [ID# 20-129](#) Approval of the April 21, 2020 virtual regular meeting minutes
approved

Approval of the Consent Agenda

Council Member Fey moved and Mayor Pro Tem Melin seconded to approve consent agenda items a, c, e, f, g, h, i, j, k, and l. 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

Items Removed From the Consent Agenda

- b) [Resolution 44-2020](#) Resolution 44-2020: Ratifying the decision of the Planning Commission adopting various changes to the Downtown Littleton Design Standards Chapters 1.0, 2.0, 3.0, the Glossary of Definitions and updating the Boundary Map

Council Member Elrod removed item 6(b) from the Consent Agenda

Council Member Grove moved and Council Member Elrod seconded to approve Resolution 44-2020 ratifying the decision of the Planning Commission adopting various changes to the Downtown Littleton Design Standards chapters 1.0, 2.0., 3.0, the Glossary of Definitions and updating the Boundary map. 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) [Resolution 36-2020](#) Resolution 36-2020: Authorizing an Intergovernmental Agreement between the City of Littleton and the Colorado Department of Transportation for reimbursement of costs associated with the replacement of the South Windermere Street over Highline Canal bridge

Council Member Elrod removed item 6(d) from the Consent Agenda

Council Member Elrod moved and Council Member Milliman seconded to move Resolution 36-2020, authorizing an Intergovernmental Agreement between the City of Littleton and the Colorado Department of Transportation for reimbursement of costs associated with the replacement of the South Windermere Street over Highline Canal bridge to a study session at the discretion of the city manager. 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

- a) [ID# 20-128](#) Unified Land Use Code (ULUC) Briefing

8. Ordinances on Second Reading and Public Hearing

- a) [Ordinance 12-2020](#) Ordinance 12-2020: An ordinance on second reading amending multiple sections of Title 6 of the Littleton Municipal Code, pertaining to police regulations

Council Member Elrod moved and Council Member Milliman seconded to approve Ordinance 12-2020 amending multiple sections of Title 6 of the Littleton Municipal Code pertaining to police regulations. 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

- b) [Ordinance 07-2020](#) Ordinance 07-2020: An ordinance on second reading amending Title 1, Administrative Regulations, of the Littleton Municipal Code
- Council Member Fey moved and Mayor Pro Tem Melin seconded to approve Ordinance 07-2020 amending Title 1, Administrative Regulations, of the Littleton Municipal Code. 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 08-2020](#) Ordinance 08-2020: An ordinance on second reading amending Title 3, Chapter 14, of the Littleton Municipal code pertaining to adult entertainment establishments
- Mayor Pro Tem Melin moved and Council Member Milliman seconded to approve Ordinance 08-2020 amending Title 3, Chapter 14, of the Littleton Municipal Code pertaining to adult entertainment establishments. 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 13-2020](#) Ordinance 13-2020: An ordinance on second reading amending Title 9, Chapter 1, Sections 1 and 12 of the Littleton Municipal Code pertaining to the Model Traffic Code and traffic violations
- Council Member Grove moved and Council Member Driscoll seconded to approve Ordinance 13-2020 amending Title 9, Chapter 1, sections 1 and 12 of the Littleton Municipal Code pertaining to the Model Traffic Code and traffic violations. 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
- e) [Ordinance 19-2020](#) Ordinance 19-2020: An ordinance on second reading extending the temporary moratorium on any new development containing more than one residential unit within the downtown area as set forth in the Downtown Littleton Design Standards, and upon the submission, acceptance, processing, or approval of any site development plans, demolition permit, applications or plan approvals, or other types of approval by the City of Littleton related to such activities
- Council Member Milliman moved and Council Member Elrod seconded to approve the ordinance on second reading extending the temporary moratorium on any new development containing more than one residential unit within the downtown area as set forth in the Downtown Littleton Design Standards. The vote is 6-1 with Council Member Driscoll voting no. The motion carries.**
- Aye:** 6 - Mayor Valdes, Council Member Elrod, Council Member Fey, Mayor Pro Tem Melin, Council Member Milliman and Council Member Grove
- Nay:** 1 - Council Member Driscoll

9. Adjournment

Mayor Valdes adjourned the meeting at 8:33 p.m

The public is invited to participate in all regular meetings or study sessions of the City Council or any city Authority, Board or Commission. All city buildings are currently closed to the public and meetings will be conducted virtually.