



# City of Littleton

## Meeting Minutes - Draft

### City Council

---

Tuesday, May 19, 2020

6:30 PM

---

#### Virtual Regular Meeting (Study Session immediately follows)

#### **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](https://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: 966 3557 4763. 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

*1) City Attorney briefing on conference call with the Governor: Update on reopening of restaurants that have not been able to have dine-in service. Just received proposed regulations to allow for restaurants to be open with a timeline for stakeholders to submit comments on guidelines before final guidelines are issued. Will allow for reduced seating but that percentage is not determined yet. There will be required distancing between tables and patrons, masks, etc. It does allow for expanded outdoor seating. The Governor stated he would be relaxing some of the regulations as they relate to the liquor license requirements. 2) City Manager: Update on Weekends on Main - Our application to Tri-County Health was responded to with favorable comments although we still have some work to do. We've been working*

*with the merchants to see who would be committed to participation. We are gathering information to report back to Tri-County Health. Staff is working on a process for Main Street businesses to extend their premises onto the public right-of-way.*

b) City Attorney

*No report*

c) Council Members

*Council Member Driscoll - No report*

*Council Member Elrod - Sat in on Tri-County Health call today. They're changing the way they're reporting deaths from COVID. Attending South Suburban Parks and Recreation meeting last week and they provided an update on their budget. Forty percent of their revenue comes from user fees and registrations and they aren't get any of those with closures. They have had layoffs in an attempt to mitigate the impact of the revenue loss. They are still on track to complete their regional recreation center this year.*

*Council Member Fey - Xcel energy has announced that they have an energy audit for businesses. This gives them an opportunity to reduce their energy usage and apply for rebates. More information is available on Xcel's website.*

*Council Member Grove - The Planning Commission and Historical Preservation Board met in a joint study session last Monday with a great presentation from C.U. students on an urban planning project focuses on Main Street. The had great suggestions about pedestrian crossings and ways to enhance the pedestrian experience. Also reviewed were results of the Envision Studio. Rick Cronenberger from HPB spearheaded a project whereby he sent a survey to each member of the Planning Commission and Historical Preservation Board regarding the design and character of Main Street. The Historical Preservation Board is also looking at maybe a broader historical district.*

*Council Member Milliman - Talked to the general manager at Aspen Grove yesterday. About 75% of the stores are open with curbside service. Expects all stores with the exception of Alamo Drafthouse to be open within the next two weeks. Paris Street Market is opening June 6 and the farmer's market is opening June 17. Both of those event should run through the summer. The Library's curbside pick-up service has been postponed for a short time; are waiting on approval from Tri-County Health. The Museum is opening the Best of Show Virtual Exhibit on May 22. Attended first South Metro Housing Options Housing Task Force Meeting on May 6. Tri-County Health has granted Libby Bortz "resolution status" which means their facility has gone 28 days or more with no new cases of COVID. They've also hired a new Executive Director, Emma Mallory.*

*Mayor Pro Tem Melin - Attend the 2020 Littleton Public Schools Foundation this past Saturday spirit celebration fundraiser which was virtual this year. Beth Best and her team did a fantastic job. A testament to this community that we all care so much about - raised \$75,000.*

d) Mayor

*Thank you to City Clerk Colleen Norton for all the support she provides to me and council. Thank you to Tyler Barton, our Media Production Manager, for everything he*

*does to run these virtual meetings for us and for Planning Commission and other board meetings that are starting to happen. Question to City Manager on where we are with upcoming boards and meetings: City Manager: Planning Commission and Historical Preservation Board have been meeting virtually; Transportation Mobility Board will be meeting this month as will Next Generation Advisory Committee.*

#### **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 Mayor and Samma for getting citizens on the agenda / Echoes the Mayor's comments on Colleen and Tyler / Concerns on consent agenda items*

#### **6. Consent Agenda Items**

**This was approved**

- a) [Resolution 45-2020](#) Resolution 45-2020: Approving a first amendment to an Intergovernmental Agreement (IGA) between Arapahoe County and the Littleton Public Works Department for shared use of the Arapahoe County Radio Communications Network  
**approved**
- b) [Resolution 10-2020](#) Resolution 10-2020: Approving a Second Amended and Restated Arapahoe County 911 Authority Intergovernmental Agreement  
**approved**
- c) [Resolution 47-2020](#) Resolution 47-2020: Adopting the City of Littleton Grant Policy  
**approved**
- d) [Resolution 18-2020](#) Resolution 18-2020: Authorizing an amendment to an agreement regarding final design and construction of drainage and flood control improvements for Little's Creek at Gallup Street between the city and Mile High Flood District  
**approved**
- e) [Resolution 46-2020](#) Resolution 46-2020: Approving an Intergovernmental Agreement between City of Littleton and Jefferson County regarding the CARES Act Local Government Distributions  
**approved**
- f) [Resolution 51-2020](#) Resolution 51-2020: Approving an Intergovernmental Agreement between City of Littleton and Arapahoe County regarding the CARES Act Local

## Government Distributions

approved

- g) [Resolution 50-2020](#) Resolution 50-2020: Approving the temporary closure of Main Street to vehicular traffic, or other municipally owned thoroughfares, and designating them as extended sidewalk space  
approved
- h) [ID# 20-137](#) Motion to approve appointments to the Next Generation Advisory Committee  
approved
- i) [ID# 20-141](#) Approval of the May 5, 2020 virtual regular meeting minutes  
approved

**Approval of the Consent Agenda**

Mayor Pro Tem Melin moved and Council Member Elrod seconded to approve consent agenda items a through i. 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**

- a) [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  
*Mayor Valdes opened the public hearing at 7:20 p.m.*  
*Pam Chadbourne - Opposed to administrative approval process*  
*Mayor Valdes closed the public hearing at 7:24 p.m.*  
Council Member Milliman moved and Council Member Elrod seconded to approve Ordinance 14 2020 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. 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 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

*Mayor Valdes opened the public hearing at 7:45 p.m.*

*Pam Chadbourne - Concerned about parking space sizes / Allow public input during P4 process / Don't reduce the setbacks*

*Mayor Valdes closed the public hearing at 7:49 p.m.*

**Council Member Driscoll moved and Council Member Elrod seconded to approve Ordinance 17-2020 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. Vote is 7-0. The motion carries unanimously.**

**Council Member Fey moved and Mayor Valdes seconded to reopen Ordinance 17-2020 for consideration of amendment(s). The vote is 4-3 with Mayor Pro Tem Melin, Council Member Driscoll and Council Member Milliman voting no. The motion carries.**

**Council Member Fey moved to amend the ordinance to remove the opportunity for the applicant to respond to questions. The motion dies for lack of a second.**

**Council Member Fey moved to amend the ordinance to limit the applicants response to questions to three (3) minutes. The motion to amend fails for lack of a second.**

**Vote on reopened agenda item 8 (b) 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 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

*Mayor Valdes opened the public hearing at 8:12 p.m. and with nobody wishing to speak, closed the public hearing at 8:13 p.m.*

**Council Member Driscoll moved and Mayor Pro Tem Melin seconded to approve Ordinance 20-2020 on second reading. 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 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

*Mayor Valdes closed the public hearing at 8:18 p.m. and with nobody wishing to speak, closed the public hearing at 8:19 p.m.*

**Mayor Pro Tem Melin moved and Council Member Fey seconded to approve Ordinance 21-2020 on second reading approving a five-year agreement with**

**Tyler Technologies for a new municipal court management system. 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 8:20 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.