



City of Colorado Springs

City Hall
107 N. Nevada Avenue
Colorado Springs, CO
80903

Meeting Minutes Council Work Session

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Monday, November 23, 2020

10:00 AM

Council Chambers

How to Watch the Meeting

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- CenturyLink Channel 18

1. Call to Order

Present 9 - Councilmember Yolanda Avila, Councilmember Jill Gaebler, Councilmember David Geislinger, Councilmember Don Knight, Councilmember Bill Murray, Councilmember Andy Pico, President Richard Skorman, President Pro Tem Tom Strand, and Councilmember Wayne Williams

Councilmember Pico left the meeting at approximately 1:00 PM.

President Pro Tem Strand left the meeting at approximately 1:30 PM.

Councilmember Avila left the meeting at approximately 2:50 PM.

2. Changes to Agenda

There were no Changes to Agenda.

3. Regular Meeting Comments

Councilmember Knight requested items 4B.G., 4B.H., and 4B.R. and Councilmember Avila requested item 4B.T. be removed from the November 24, 2020 City Council meeting Consent Calendar. Marc Smith, Corporate Division Chief, Office of the City Attorney, recommended items 4B.E. and 4B.F. also be removed from the November 24, 2020 City Council meeting Consent Calendar due to their association with items 4B.G. and 4B.H.

Consensus of City Council agreed to these changes.

4. Review of Previous Meeting Minutes

4.A. [20-642](#)

City Council Work Session Meeting Minutes November 9, 2020

Presenter:

Sarah B. Johnson, City Clerk

Attachments: [11-9-20 City Council Work Session Meeting Minutes Final](#)

The minutes of the November 9, 2020 Work Session meeting were approved by Consensus of City Council.

5. Executive Session

5A. Open

There was no Open Executive Session.

5B. Closed

5B.A. [20-654](#)

In accord with City Charter art. III, § 3-60(d) and its incorporated Colorado Open Meetings Act, C.R.S. § 24-6-402(4)(e), the City Council, in Open Session, is to determine whether it will hold an electronic Closed Executive Session. The issues to be discussed involves consultation with the City Attorney and City staff for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding annexation policies.

The President of Council shall poll the City Councilmembers, and, upon consent of two-thirds of the members present, may conduct an electronic Closed Executive Session. Each City Councilmember participating in the electronic Closed Executive Session shall affirmatively state for the record that no other member of the public not authorized to participate in the electronic Closed Executive Session is present or able to hear the matters discussed as part of the electronic Closed Executive Session. If consent to the electronic Closed Executive Session is not given, the item may be discussed in Open Session or withdrawn from consideration.

Presenter:

Wynetta Massey, City Attorney

Attachments: [11232020Closed](#)

Tracy Lessig, Division Chief, Office of the City Attorney, stated in accord with City Charter art. III, § 3-60(d) and its incorporated Colorado Open Meetings Act, C.R.S. § 24-6-402(4)(b) and (e), the City Council, in Open Session, is to determine whether it will hold an electronic Closed Executive Session. The issues to be discussed involves consultation with the City Attorney and City staff for the purpose of determining positions relative to

matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding annexation policies.

President Skorman polled City Council regarding the desire to proceed with an electronic Closed Executive Session. At least two-thirds of City Council agreed to proceed in an electronic Closed Executive Session. Each City Councilmember participating the electronic Closed Executive Session affirmatively stated for the record that no other member of the public not authorized to participate in the electronic Closed Executive Session was present or able to hear the matters discussed as part of the electronic Closed Executive Session.

6. Staff and Appointee Reports

6.A. [20-641](#) Agenda Planner Review

Presenter:

Sarah B. Johnson, City Clerk

Attachments: [Agenda Planner Review 11-23-20](#)

President Pro Tem Strand stated there is a duplication of an Utilities item for the December 8, 2020 City Council meeting. Sarah B. Johnson, City Clerk, stated she will make that correction.

7. Presentations for General Information

7.A. [20-485](#) Districting Process Advisory Committee Final Report to City Council and City Clerk

Presenter:

Carlos Perez, District 2 Representative and Chair of the Committee

Attachments: [DPAC 2020 Redistricting Final Report](#)
[City Clerk Final Plan - Redistricting Report](#)

Sarah B. Johnson, City Clerk, introduced the Districting Process Advisory Committee (DPAC) final report to City Council and City Clerk.

Carlos Perez, District 2 Representative and Chair of the DPAC, stated there was no objections to the proposed district map at the public protest hearing, only a comment regarding the Stratton Meadows neighborhood because it is located very close to both District 3 and District 4. He gave an overview of the redistricting process, summary of findings for the final report, evaluation of the process, and the public outreach efforts.

Councilmember Avila stated there are challenges for the Stratton Meadows community because it represents both the Broadmoor and downtown area

and she has been speaking with Chuck Broermann, El Paso County Clerk and Recorder, regarding equal representation. She expressed gratitude for all the work done by her District representative and all the committee members.

Ms. Johnson and Councilmember Williams expressed appreciation for the efforts of the DPAC.

8. Items for Introduction

- 8.A.** [20-332](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 4.409 mills upon each dollar of assessed valuation within the Briargate Special Improvement Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [Briargate SIMD map](#)
[2021 bq signed budget letter](#)
[Resolution re Mill Levy for Briargate SIMD_11.24.20](#)

Charae McDaniel, Chief Financial Officer, stated the 2021 mill levies for the seven Special Improvement Maintenance Districts in the City are remaining the same as they were in 2020. She stated each of the district's budget is included in the City's regular annual budget appropriation.

There were no comments on this item.

- 8.B.** [20-333](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 1.009 mills upon each dollar of assessed valuation within the Colorado Avenue Gateway Special Improvement Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [Colo Ave Gateway SIMD map](#)
[2021 gw signed budget letter](#)
[Resolution re Set Mill Levy for Colo Ave Gateway SIMD_11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.C.** [20-334](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 3.935 mills upon each dollar of assessed valuation within the Nor'wood Special Improvement

Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

- Attachments:** [Norwood SIMD map](#)
[2021 nw signed budget letter](#)
[Resolution re Set Mill Levy for Norwood SIMD 11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.D.** [20-335](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 13.416 mills upon each dollar of assessed valuation within the Old Colorado City Security & Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

- Attachments:** [Old Colo City SIMD map](#)
[2021 occ signed budget letter](#)
[Resolution re Set Mill Levy for Old Colorado City SIMD 11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.E.** [20-336](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at \$1.10 per front footage of real property within the Platte Avenue Special Improvement Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

- Attachments:** [Platte Ave SIMD map](#)
[2021 pa signed budget letter](#)
[Resolution re Set Mill Levy for Platte Ave SIMD 11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.F.** [20-337](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 3.858 mills upon each dollar of assessed valuation within the Stetson Hills Special Improvement Maintenance District

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [Stetson Hills SIMD map](#)
[2021 sh signed budget letter.10.8.20](#)
[Resolution re Set Mill Levy for Stetson Hills SIMD 11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.G.** [20-338](#) A resolution fixing and certifying the 2020 annual assessment mill levy for assessments payable in 2021 at 3.615 mills upon each dollar of assessed valuation within the Woodstone Special Improvement Maintenance District

Presenter:
Charae McDaniel, Chief Financial Officer

Attachments: [Woodstone SIMD map](#)
[2021 ws signed budget letter](#)
[Resolution re Set Mill Levy for Woodstone SIMD 11.24.20](#)

Please see comments in Agenda item 8.A.

- 8.H.** [20-360](#) An Ordinance Repealing Ordinance No. 19-85 and Adopting the City of Colorado Springs - 2021 Salary Structure for Civilian and Sworn Municipal Employees

Presenter:
Mike Sullivan, Human Resources Director
Charae McDaniel, Chief Financial Officer

Attachments: [Ordinance - 2021 Salary Schedule](#)
[2021 Salary Schedule](#)

Charae McDaniel, Chief Financial Officer, presented the updated 2021 salary structure for civilian and sworn employees to be effective January 1, 2021. She stated based on the findings of the salary survey and market movement, the proposed salary ranges changes for 2021 have been increased by two percent, however, this component of the pay structure is not included in the 2021 budget.

Councilmember Knight stated he will be removing this item from the Consent Calendar at the November 24, 2020 City Council meeting because he would like to have a copy of the changes made to the positions within the City, not just the salary structure. Ms. McDaniel stated she will request that the Human Resources Department provide that information.

- 8.I.** [20-358](#) An Ordinance Making and Certifying the 2020 Tax Levy for Taxes

Payable in 2021 at 4.279 Mills Upon Each Dollar of Assessed Valuation of All Taxable Property and a Tax Credit of 4.279 Mills Upon Each Dollar of Assessed Valuation of All Taxable Business Personal Property Within the Corporate Limits of the City of Colorado Springs

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [TaxLevy2021-BPPT CreditORD](#)

Charae McDaniel, Chief Financial Officer, presented the Ordinance certifying the 2020 tax levy for taxes payable in 2021 at 4.279 mills upon each dollar of assessed valuation of all taxable property.

There were no comments on this item.

- 8.J.** [20-359](#) Annual Appropriation Ordinance Adopting the Annual Budget and Appropriating Funds for the Several Purposes Named in Said Budget for the Year Ending December 31, 2021

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [2021 Budget Ordinance with Attachments A, B and C](#)

Charae McDaniel, Chief Financial Officer, presented the Ordinance adopting the annual budget for the City for the year ending December 31, 2021. She identified the modifications made to the Ordinance since the Budget Markup meeting and stated the total general fund budget for expenditures is \$344.6 million and the all funds budget is \$660 million.

There were no comments on this item.

- 8.K.** [20-346](#) A Resolution Setting and Certifying the 2020 Tax Levy for Taxes Payable in 2021 at 5.000 Mills for the Colorado Springs Downtown Development Authority in Colorado Springs, Colorado

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [01_Res to Set Mill Levy for DDA_11 24 20](#)

Charae McDaniel, Chief Financial Officer, presented the property tax mill levy and the 2020 budget for the Downtown Development Authority. She said the mill levy remains the same as 2020 at 5.0 mills and the 2021 budget is approximately \$1M less than the 2020 budget. Ms. McDaniel

stated the sources of funds are primarily from the mill levy and the Tax Increment Financing (TIF).

There were no comments on this item.

- 8.L.** [20-347](#) A Resolution Approving the 2021 Budget for the Colorado Springs Downtown Development Authority in Colorado Springs Colorado

Presenter:

Charae McDaniel, Chief Financial Officer

Attachments: [DDA 2021 Budget](#)
[DDA 2021 Scope of Work](#)
[02_Res to Approve Budget for DDA_11.24.20](#)

Please see comments in Agenda item 8.K.

- 8.M.** [20-640](#) A Resolution Establishing 2021 Drainage Basin Fees, Bridge Fees, Detention Pond Facility and Land Fees

Presenter:

Richard Mulledy, P.E., Stormwater Enterprise Manager

Erin Powers, P.E., Senior Technical Engineer, Stormwater Enterprise

Attachments: [DrainageFees2021_RES-2020-11-06](#)
[Exhibit A - 2021 Proposed Fee Schedule](#)
[Exhibit B - Staff Report to Drainage Board](#)
[Exhibit C - HBA Memo](#)
[Drainage Fee Adjustment 2021](#)

Erin Powers, Senior Engineer, Stormwater Enterprise, presented the Resolution establishing 2021 drainage basin fees, bridge fees, detention pond facility, and land fees. She went over City Code 7.7.902, how drainage fees are determined, past drainage fee increases, process for the 2021 fee, and the recommended 3.5 percent increase of the fee.

There were no comments on this item.

- 8.N.** [20-627](#) A Resolution Approving the City of Colorado Springs Urban Forest Management Plan

Presenter:

Karen Palus, Director - Parks, Recreation and Cultural Services Department,

Dennis Will, City Forester - Parks, Recreation and Cultural Services

Department

Chris Peiffer, Director of Urban Forestry Consulting Services, PlanIt Geo

Attachments: [Urban Forest Management Plan - Resolution](#)
[ColoradoSprings_UFMP_ExecutiveSummary_2020](#)
[ColoradoSprings_UFMP_FactSheet](#)
[ColoradoSprings_Inventory_FactSheet](#)
[ColoradoSprings_TCA_FactSheet_revamp](#)
[Colorado Springs Urban Forest Management Plan FINAL 10-30-20](#)
[Urban Forest Management Plan - Final - PowerPoint](#)

Kurt Schroeder, Parks, Parks Maintenance Manager, Recreation and Cultural Services Department, introduced the Resolution approving the City's Urban Forest Management Plan (UFMP).

Chris Peiffer, Director of Urban Forestry Consulting Services, PlanIt Geo, gave an overview of the City Forestry's mission statement, plan purpose and approach, community comparisons, resources, maintenance structure, UFMP goals, management scenarios, key issues, key findings, and recommendations.

Councilmember Geislinger requested a more specific definition of urban forest and if it includes trees in public open space. Mr. Peiffer stated the urban forest is comprehensive across City boundaries and includes both public and private ownership, but the plan focuses primarily on the public street trees.

Councilmember Williams asked if the trees located within outside entities such as homeowner associations (HOA) and special districts are included in the urban forest plan. Mr. Peiffer stated they have included all public street trees and are communicating with these entities to ensure they are complying with the City's standard operating procedures for management and maintenance. Dennis Will, City Forester, Parks, Recreation and Cultural Services Department, stated if the tree was planted in the City-owned right-of-way, the City maintains it unless there is particular language in the development plan documents which states otherwise and if the HOA or special district planted trees outside of the right-of-way, they are not counted as part of the urban forest.

Councilmember Knight asked if the seven-year pruning of trees is included in the \$7.8 million per year cost. Mr. Peiffer confirmed it is.

Councilmember Geislinger requested the historical context of the Forestry budget prior to 2008-2009. Mr. Will stated from 2005-2008 there were four City Foresters and sixteen to eighteen Arborists on staff and it was reduced to a half-time Forester and four Arborists. Mr. Schroeder stated in 2008, the City Forestry budget was \$1,075,000 and in 2010, it was \$379,000.

Councilmember Geislinger asked how much of this plan focuses on the City's open space. Mr. Will gave an overview of the four different types of tree management which includes natural resource open space, urban forestry, riparian forestry, and parks, and stated the UFMP focuses on the urban forestry. Councilmember Geislinger stated the UFMP is a good first step and requested continued discussion on the maintenance of open space and the other areas of tree management due to the risk of wildland fire.

President Skorman suggested the Trails and Open Space and Parks (TOPS) Coalition assist in the future management of the trees located within the City's open space.

Councilmember Gaebler spoke about the importance of tree pruning within the City and how the community could become more involved in the maintenance of trees.

Councilmember Knight requested additional justification regarding the financial benefits of the UFMP and that Appendix C and Appendix D regarding recommended City Code changes be removed from the document because those proposed changes need more discussion. Mr. Will stated he will discuss that recommendation with City Council further. Councilmember Williams stated he would like to know if the Administration is endorsing those proposed City Code changes.

Councilmember Avila stated this plan is important to public safety and public health.

8.O. [20-623](#)

The April 6, 2021 General Municipal Election Mail Ballot plan

Presenter:
Sarah B. Johnson, City Clerk

Attachments: [Mail Ballot Election Plan and Calendar](#)

Sarah B. Johnson, City Clerk, presented the mail ballot plan for the April 6, 2021 general municipal election which, per City Code, requires approval by City Council. She identified the district locations of the twenty-five 24/7 ballot drop-off boxes and gave an overview of the election ballot process and the changes made since the 2019 general municipal election which included the removal of the ballot stub and the secrecy sleeve. Ms. Johnson and Councilmember Williams stated it is a very secure election process and requiring City Council approval of the mail ballot plan highlights how transparent the City is to the public by explaining the process.

Ms. Johnson expressed appreciation for the collaboration efforts with El Paso County in regards to the additional 24/7 ballot drop-off boxes.

Councilmember Knight asked if measures were being taken for additional security at a particular 24/7 ballot drop-off box which was located in an isolated parking lot area. Ms. Johnson stated El Paso County is looking further into that location.

9. Items Under Study

- 9.A.** [CPC CA 20-00005](#) Update on the amendment of City Code Chapter 7 (Zoning and Subdivision Regulations)

Presenter:

Morgan Hester, Principal Planner

Peter Wysocki, Director of Planning and Community Development

Attachments: [ReToolCOS Module 2 Presentation](#)

[RetoolCOS Timeline](#)

[RetoolCOS Modules 1_2_PublicDraft](#)

Peter Wysocki, Director of Planning and Community Development, introduced the update on RetoolCOS and stated the steering committee meeting held last week was well attended.

Don Elliott, Clarion and Associates, representing the consultant, gave an overview of the proposed project, process, Unified Development Code (UDC) organization, and footnotes. He provided a summary of the Module 2 draft which included changes to zoning districts, development standards, applicability, dimensional standards, access, connectivity, landscaping, open space, parking, loading, and next steps.

Councilmember Knight requested a breakdown of the changes of

allowable uses in each zone district as well as any changes to the geohazard, setback, building height standards, etc. Mr. Wysocki agreed to provide that information.

10. Councilmember Reports and Open Discussion

There were no Councilmember Reports and there was no Open Discussion.

11. Adjourn

There being no further business to come before City Council, Council adjourned.

Sarah B. Johnson, City Clerk