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**MINUTES**  
**CITY OF FORT COLLINS**  
**FUTURES COMMITTEE MEETING**

**Date:** May 14, 2018  
**Location:** CIC Room, City Hall, 300 Laporte Ave.  
**Time:** 4:00–6:00pm

**Committee Members Present:**

Mayor Wade Troxell  
Kristin Stephens  
Ray Martinez

**City Staff:**

Darin Atteberry, City Manager  
Jeff Mihelich, Deputy City Manager  
Jackie Kozak-Thiel (Staff Liaison)

**Presenters:**

Ginny Sawyer, Senior Project Manager, City Manager's Office  
Ted Settle, Economic Advisory Commission  
Sam Solt, Economic Advisory Commission

**Additional Staff Present:**

Wendy Williams, Assistant City Manager  
Teresa Roche, Chief Human Resources Office  
Beth Sowder, Director of Social Sustainability  
Janet Freeman, Social Sustainability  
Sue Beck-Ferkiss, Social Sustainability  
Adam Molzer, Social Sustainability  
Lindsay Ex, Environmental Services  
Delynn Coldiron, City Clerk  
Christine Macrina, City Clerk's Office  
Annie Bierbower, Communications and Public Involvement Office

**Community Members:**

Mark Houdashelt, Air Quality Advisory Board  
Karen Artell, Air Quality Advisory Board  
Steve Backsen, Community Development Block Grant Commission  
Jen Bray, Affordable Housing Board  
Kevin Jones, Fort Collins Chamber of Commerce  
Elizabeth Hudetz, Natural Resources Advisory Board

Dale Adamy, Citizen  
Nina Bodenhamer, Citizen

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### **Meeting called to order at 4:08 pm**

#### **Approval of Minutes:**

Ray moved to approve October minutes. Kristin seconded. Motion passed unanimously 3-0-0.

#### **Chairman Comments:**

None.

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### **Think Tank Item 2-2018: Future of Citizen Advisory Engagement**

**Ginny Sawyer, Senior Project Manager, City of Fort Collins; Sam Solt, Chair, Economic Advisory Commission; and Ted Settle, Co-Chair, Economic Advisory Commission presented on the future of citizen advisory engagement as it relates to the role of the City's boards and commissions**

- Currently there are 27 boards and commissions, seven are quasi-judicial, 225 total volunteers, 27 staff liaisons and 11 administrative support roles
- Continuous improvement efforts have been ongoing
- Current proposal is for member-driven multi-board experiment utilizing triple bottom line (TBL) framework
- Future trends include considerations of technology, demographic representation and engaging across generations
- Project born out of Economic Advisory Commission's experience preparing for five-year review with Wade Troxell (EAC Council liaison):
  - Saw work on boards as independent, not inter-dependent
  - Fairly minimal engagement with Council
  - Presenters/guests with limited time for analysis, no deep dives
  - TBL needs more integration and wider utilization at board level
- The Experiment: What is it?
  - Five boards and commissions within Sustainability Services Area (SSA) to meet twice on an issue relevant to all, use TBL lens
  - Steering committee (with representative from each of five boards) to organize and manage process
- Anticipated outcomes:
  - Better analysis and recommendations to Council using TBL lens
  - Potential impact on organization of boards and commissions moving forward
- Lessons learned:
  - Board and commission members want their time to valued/valuable
  - Some struggle to recruit members – perceived lack of impact
  - Members would like more contact with Council liaison
- To make structure more effective:
  - Create explicit purpose of boards and commissions
  - Council liaisons attend meetings and provide feedback directly to members

- Interplay between all 27 boards, commissions and ad hoc committees

### **Comments/Q&A:**

- Each board and commission does have purpose stated individually, but not as a whole
- How to gain traction and cross-pollinate
- Council members do read through materials sent by boards and commissions, but there is no formal mechanism for feedback
  - This information does impact Council decisions
- Women's Commission sends rotating members to every City Council meeting – this practice could be implemented more widely
- Concern about board diversity
  - Young people increasingly interested in involvement, terms may be too long
- How do we blend boards and commissions to avoid working in silos?
  - Some work in silos is beneficial, depending on issue
- Gathering all boards and commissions does not allow any formal decision-making unless each has quorum
- Some discomfort getting too in-depth with Council members present? That was an issue discussed in the past.
  - Council liaison meant to communicate with board but not to get too involved
- How can we make sure all citizens have an active channel for engagement? How do we engage every citizen where they are?
- Engagement is two-way, has to be reciprocal
- Try new methods of engagement using social media
- How boards advise is unclear for some more than others (e.g. CDBG has very clear mission, purpose and advisory level)
- Path forward: Don't have to have the answer, can innovate our way there
- Require boards to send quorum to super board meeting
- Offer college students shorter terms and/or allow at-large non-voting member position
- Air Quality Advisory Board has been supportive of EAC integration ideas
- Part of zoom out process: Why are we engaging? Who is engaging and who isn't? How and when are we engaging?
- May be time to explore transition of structural change (length of term, role of liaison, ad hoc committees, etc.)

### **DO: Next Steps**

- Explore an experiment
- Team could look at exploring some other ideas related to zoom out, boards and commissions system and structure
- Create memo for Thursday packets
- Bring back resolution for full Council consideration regarding experiment
- Continue exploring implementation of recommendations for Public Participation Report

**Bloomberg Harvard City Leadership Initiative**

- Mayor Wade Troxell reported that many Bloomberg activities have expanded:
    - Recognized by C40 Cities due to implementation of Climate Action Plan
    - Fort Collins selected for What Works Cities
    - Submitted proposal to the Public Art Challenge
    - Mayor’s Challenge Champion City
    - One of 10 finalist cities nominated for the Engaged Cities Award
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**Additional Discussion:**

None.

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*Meeting adjourned by Wade Troxell at 5:39 pm.*