

CU South Process Subcommittee

Kick-Off Meeting Minutes

4/15/2019; 9-10 a.m.

Municipal Building Room W-100 (1777 Broadway)

Facilitator: Jean Gatza

Note-taker: Andrea Lewis

Committee Members: Council members Cindy Carlisle and Bob Yates

Staff: Jean Gatza, Philip Kleisler, David Gehr, Jim Robertson

Other Attendees: Cassa Niedringhaus (Daily Camera), Harlin Savage (Save South Boulder), Marki (Margaret) LeCompte (Save South Boulder), Alison Burchell, Don Cote (Frazer Meadows), Danica Powell (consultant)

WARM UP: If we're sitting in this room one year from now, what will success look like?

- Questions to council should be redirected to staff for a response.
- Information should be provided to council members Carlisle and Yates to report back to council (e.g. status of engineering).
- The primary objective is effective flood mitigation. Annexation is a means to that end, and it is the condition which would allow for use of the designated land.
- Outbound communications should happen in real time with the intent to disclose and communicate current information to Council without any elements of surprise. In-bound communications should take place through public engagement, Boards and Commissions and Council updates.
- CU should not be put in any position where they would be responsible for communicating out updates.
- City staff should bring pieces of the engagement plan to CU as things progress and address who will be impacted, what communications will need to go out and when and how the messaging should happen.

Scope of Process Committee

- **Relationship with boards**
 - Board chairs may be invited to future meetings for updates.
 - Board members are volunteers and as such, their time should be respected.
 - **Reports to the full council**
 - Communication should come from staff on a regular basis and generally shouldn't be in the form of IPs (Information Packets), especially when the information is time-sensitive. Staff need to be thoughtful with how they are calling attention to important updates.
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- Be mindful that council members do not have time to read through all meeting minutes.
 - **CU Boulder involvement**
 - Presentations from CU aren't necessary.

Logistics

- **Regular meeting frequency/time/place/format**
 - Ensure there is enough time between meetings to generate the work and for responses.
 - Meetings should take place at the least monthly, to show the community that we are moving forward, so long as new information is being generated.
 - Council will be interested to hear updates on CDOT and annexation.
 - Continuing meeting on Monday mornings at 9:15 a.m.
- **Public comment during committee meetings**
 - Publish the agenda ahead of the meeting so community members can email council members in advance.

Project Update

- **Status of annexation application and next steps**
 - Parallel the annexation project with the flood mitigation engineering – leave time for public engagement.
 - Take the time needed to fully discuss the topics with CU prior to bringing issues to council. Be mindful of spending funds on engineering if we are not aligned on the annexation.
 - CAC is relying on this committee for direction
 - Six key issues - more of a need to engage Planning Board and OSMP, less concerned with receive WRAB input at this time
- **Status of flood mitigation engagement (“inform”)**
 - Some issues may have implications to other Boards
 - WRAB not instrumental to process at this time
 - Err on side of more rather than less information

Additional Committee Discussions

- We should engage the Planning Board and Open Space Board of Trustees prior to a council study session.
 - Consider “mini public engagement” along the way to allow community members to weigh-in on Open Space and Planning issues
 - Everyone should receive the same updates at the same time
 - There are concerns with appearance if we don't publicly notice meetings with community groups. There was discussion, but not
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resolution, around how to handle small group meetings. Staff will bring back options for the committee to consider.

- Staff should not be influenced by one-way strong views

Public Comments

- **Harlin Savage** of Save South Boulder noted that the community is hungry for information - when we don't hear anything, we assume the worst; appreciates staff scheduling updates and meetings; it's critical to share the same information with all parties; groups need to be given enough time to plan for larger meetings with HOA's; is interested in attending future meetings at Frazer Meadows
- **Marki LeCompte** Save South Boulder showed interest in attending the meeting on Friday, April 19 with Frazer Meadows, unless it is postponed; they have tried to meet with Frazer Meadows in the past, but were uninvited; showed interest in working to build bridges with other community entities like the SBC Action Group and Frazer Meadows; and needs assistance from staff to facilitate these meetings
- **Don Cote** of Frasier Meadows noted that there is an opportunity and willingness to work together toward a common goal. He will need to consult with other Frazer Meadows community members about the possibility of hosting other members of the larger community at their meetings

Action Items

- Post meeting notes to CU South and SBC websites for 4/15/19 meeting
- Clarify expectations regarding community group-initiated meetings going forward
- Reference subcommittee information on CU South from the SBC website
- Placeholder on OSBT and Planning Board calendars prior to council study session
- Meet with CU about annexation
- Follow-up with Frazer Meadows about public participation at meetings
- Schedule next CU South Process Sub-committee meeting for May 13 at 9:15 and publicly notice meeting