

NOTE: The City Council has a responsibility to advise its citizens of its meetings and the topics it proposes to discuss. The following agenda shows the proposed format for tonight's set of meetings. Council will consider the business listed on the agendas below at the times indicated. *In the event that a City Council meeting is cancelled, items from this agenda may be postponed to the next City Council meeting or a future City Council meeting. You may contact the City Clerk's Office for further details or visit our web site at www.auroragov.org.*

AGENDA
City of Aurora, Colorado
MONDAY, APRIL 8, 2019

SPECIAL STUDY SESSION OF THE AURORA CITY COUNCIL
(Open to the Public)

4:00 p.m.

Full agendas available in the City Clerk's Office or at www.auroragov.org.

CITY OF AURORA ACCESSIBILITY STATEMENT: The Aurora Municipal Center is wheelchair accessible with entry ramps and handicapped parking located on the west and east side of the building and on all levels of the parking garage. Ramp access from the parking garage is located on the Ground Floor and the 4th level of the garage. Disabled individuals requiring other assistance must make their request known by NOON, the FRIDAY PRECEDING the Monday meetings by contacting the City Clerk's Office at 303-739-7094.

AGENDA

**City Council Special Study Session
(1st Floor Aurora Room)
Monday, April 8, 2019
4:00 p.m.**

1. Capital Impact Fee Update Progress Report - Greg Hays, Budget Officer (60 min.)

Outside speakers - Brian Duffany, Dan Guimond, Economic and Planning Systems (EPS)
2. Election Commission Update (45 min.)
Presenter: Stephen Ruger, City Clerk
3. Technology overview and current status update (30 min.)
Presenter: Aleta Jeffress, Chief Info & Digital Officer
4. Miscellaneous
5. Adjournment



**City of Aurora
Council Agenda Commentary**

Item #: 1
 SSS: 4/8/19
 1st: _____
 2nd: _____

Item Title: Capital Impact Fee Update Progress Report
Item Initiator: Velasquez, Terri - Director Of Finance - Finance
Staff Source: Hays, Greg - Budget Officer - Finance
City Manager/Deputy City Manager Signature: James Twombly
Outside Speaker: Brian Duffany, Dan Guimond, Economic and Planning Systems (EPS)
Council Goal: 2012: 6.0--Provide a well-managed and financially strong City

ACTIONS(S) PROPOSED *(Check all appropriate actions)*

- Approve Item as proposed at Study Session
- Approve Item with Waiver of Reconsideration
- Approve Item and Move Forward to Regular Meeting
- Approve Item as proposed at Regular Meeting
- Information Only

PREVIOUS ACTIONS OR REVIEWS:

Study Session Meeting Date: 03/25/201903/25/2019

Actions Taken: Recommends Do Not Recommend

- Minutes Attached
- Minutes Not Available
- Forwarded without Recommendation
- Recommendation Report Attached

HISTORY *(Dates reviewed by City council, Policy Committees, Boards and Commissions, or Staff. Summarize pertinent comments. ATTACH MINUTES OF COUNCIL MEETINGS, POLICY COMMITTEES AND BOARDS AND COMMISSIONS.)*

In 2008, City Council approved Aurora capital impact fees of approximately \$1,200, meant to defray the cost of capital needs on new development. These fees are for improvements needed to serve growth and to maintain levels of service as the community grows. This study used the "Incremental Expansion" method, which tried to set the amount that new developers would pay to maintain the current level of service. A directive of the initial study was that these costs were to be updated from time to time to make sure the impact fees were still correct. Economic and Planning Systems (EPS) was hired for this update.

A version of this information was first seen at the February 4 study session and again at the March 4th and March 25th study sessions. The impact fees have been adjusted in that time due to having better and more complete information. This information was also discussed at the March 7 City/Development Community Joint Task Force.

ITEM SUMMARY (Brief description of item, discussion, key points, recommendations, etc.)

In 2018, Council directed staff to evaluate updating the Capital Impact Fees, and contracted with Economic & Planning Systems (EPS) to complete this work. EPS worked closely with the City on the East Aurora Annexation Study and has background knowledge on the City’s cost and revenue structure and growth patterns. EPS’ scope of work is to:

- 1) Evaluate the 2008 Development Cost Study;
- 2) Determine what aspects of the study should be updated; and
- 3) Calculate draft updated Capital Impact Fees where appropriate and practical.

EPS has met with key staff from the affected departments and prepared working draft fees. This study and the 2008 study used the "Incremental Expansion" method. This technique estimates the cost that needs to be recouped by each new unit of development in order for the City to maintain its current level of service.

A version of this information was first seen at the February 4 study session and an updated version was provided on March 4th and March 25th. This information was also discussed at the March 7th City/Development Community Joint Task Force and will be discussed again on April 2nd.

The purpose of this Study Session is to discuss the feedback from the industry related to the proposed capital impact fees and to discuss the adoption of the proposed capital impact fees.

QUESTIONS FOR COUNCIL

- 1. Based on the feedback from the industry does Council have any changes to the proposed capital impact fees?
- 2. Does Council support implementing the proposed capital impact fees as presented by EPS on 3/25/2019?
- 3. Does Council support taking the proposed capital impact fees to Regular Council on 5/6/2019 for approval?
- 4. Does Council support an effective date of 1/1/2020 for the proposed capital impact fees?

LEGAL COMMENTS

The city may impose, as a condition for the issuance of a development permit, an impact fee to fund the City’s expenditures on capital facilities needed to serve the new development in compliance with Section 29-20-104.5 C.R.S. No impact fee shall be imposed unless it is imposed pursuant to a schedule legislatively adopted, generally applicable to a broad class of property and intended to defray the projected impacts on capital facilities caused by the proposed new development. See, Section 29-20-104.5 (1) C.R.S. et. seq. (Hernandez)

Dan Brotzman

PUBLIC FINANCIAL IMPACT (If Yes, EXPLAIN)

- Yes
- No

No

PRIVATE FISCAL IMPACT (If Significant or Nominal, EXPLAIN)

- Not Applicable
- Significant
- Nominal

This is a study of the capital impact fees. The result of the study may result in different fees. If fees are updated, it will come under a separate agenda item.

EXHIBITS ATTACHED:

Current Capital Impact Fees.pdf

Proposed Capital Impact Fees 3 25 2019.pdf

CURRENT IMPACT FEES

Land Use	Fire	Police	Muni/Gen'l Facilities	Urban & Spec. Use Parks & Equip. Recreation	Libraries	Trans. & Public Works (Current 2019 Fee)	Total
Current Multifamily	\$79.75	\$81.75	\$164.00	\$217.00	\$0.00	\$431.00	\$973.50
Current Single Family Attached	\$97.75	\$99.25	\$202.00	\$260.00	\$0.00	\$518.00	\$1,177.00
Current Single Family	\$115.00	\$116.00	\$235.00	\$308.00	\$0.00	\$612.00	\$1,386.00

Source: Economic & Planning Systems

Y:\Projects\DEN\83075-Aurora Development Costs\Mo dels\83075 Total Fees (conflict copy from bduffany@epsdenver.com).xlsx>Total Fees

PROPOSED IMPACT FEES

Land Use	Fire	Police	Muni/Gen'l Facilities	Urban & Spec. Use Parks & Equip.	Recreation	Libraries	Trans. & Public Works (Current 2019 Fee)	Total
Multifamily	\$758.83	\$794.46	\$919.66	\$1,039.64	\$910.93	\$219.92	\$431.00	\$5,074.44
Multifamily TOD	\$613.14	\$641.92	\$743.08	\$840.03	\$736.03	\$177.69	\$431.00	\$4,182.90
Single Family Attached	\$804.36	\$842.13	\$974.84	\$1,102.02	\$965.58	\$233.11	\$518.00	\$5,440.04
Single Family Detached	\$804.36	\$842.13	\$974.84	\$1,102.02	\$965.58	\$233.11	\$612.00	\$5,534.04

Source: Economic & Planning Systems

\\projects\DEN\183075-Aurora Development Costs\Models\183075 Total Fees (conflict copy from bouffany@epsdenver.com).xlsx|Total Fees



**City of Aurora
Council Agenda Commentary**

Item #: 2
 SSS: 4/8/19
 1st: _____
 2nd: _____

Item Title: Election Commission Update - 2019 Election Options
Item Initiator: Ruger, Stephen - City Clerk - General Management
Staff Source: Ruger, Stephen - City Clerk - General Management
City Manager/Deputy City Manager Signature: James Twombly
Outside Speaker:
Council Goal: 2012: 6.1--Ensure the delivery of high quality services to residents in an efficient and cost effective manner

ACTIONS(S) PROPOSED *(Check all appropriate actions)*

- Approve Item as proposed at Study Session
- Approve Item with Waiver of Reconsideration
- Approve Item and Move Forward to Regular Meeting
- Approve Item as proposed at Regular Meeting
- Information Only

PREVIOUS ACTIONS OR REVIEWS:

Board / Commission

Name: Election Commission

Meeting Date: 04/03/2019

Actions Taken: Recommends Do Not Recommend

- Minutes Attached
- Minutes Not Available
- Forwarded without Recommendation
- Recommendation Report Attached

HISTORY *(Dates reviewed by City council, Policy Committees, Boards and Commissions, or Staff. Summarize pertinent comments. ATTACH MINUTES OF COUNCIL MEETINGS, POLICY COMMITTEES AND BOARDS AND COMMISSIONS.)*

The Election Commission was provided information at their regular meeting on March 20, 2019, regarding certain concerns with the 2019 Regular Municipal Election. As a result, the Election Commission held a Special Meeting on April 3, 2019, to discuss identifying the cost/logistical concerns of the City running a standalone election and to discuss additional oversight to the election process.

ITEM SUMMARY *(Brief description of item, discussion, key points, recommendations, etc.)*

Staff provided information to the Election Commission on the cost and logistical concerns of a standalone election. The cost is anticipated to be between \$350k and \$400k, based on quotes received. The 2018 Special Municipal Election, which was coordinated with the counties, cost approximately \$190k. In addition, staff highlighted several options instead of a standalone election for additional oversight, including opportunities to add provisions to the IGA that would protect the City.

This item serves to update the Council on anything pressing stemming from the Election Commission's discussion of a standalone election/additional oversight. It will also give the Council an opportunity to discuss any 2019 related election concerns in more detail.

The presentation provided to the Election Commission is attached to this item. Staff will provide more specific information during the presentation at the study session.

QUESTIONS FOR COUNCIL

Should the Election Commission explore further issues related to the 2019 regular municipal election?

LEGAL COMMENTS

The election commission shall have the power to adopt reasonable rules and regulations not in conflict with the Constitution of the State of Colorado or the Charter and ordinances of the city and to make recommendations to city council on all matters pertaining to elections. (City Charter Sec. 2-3) The council shall have all legislative powers of the city and all other powers of a home rule city not specifically limited by the Constitution of the State of Colorado and not specifically limited or conferred upon others by this Charter. (City Charter Sec. 3-9) (Lathers)

Dan Brotzman

PUBLIC FINANCIAL IMPACT (If Yes, EXPLAIN)

Yes No

The cost of running a standalone election is currently estimated to be between \$350k and \$400k. Should the Election Commission and the City Council wish to further pursue this approach, the City will need to begin the process of identifying the funding sources available to cover the costs.

PRIVATE FISCAL IMPACT (If Significant or Nominal, EXPLAIN)

Not Applicable Significant Nominal

N/A

EXHIBITS ATTACHED:

Election Options Presentation.pptx

Options for Aurora's 2019 Municipal Election

City of Aurora Election Commission

April 3, 2019

PRESENTERS:

Steve Ruger, City Clerk

Karen Goldman, Consultant



CURRENT STRUCTURE

Currently, Aurora's elections are coordinated as mail ballot elections. Specifically, Section 54-7(a) of the Municipal Code states:

(a) Pursuant to the authority granted by C.R.S. §1-7.5-104, the city council hereby declares that all regular municipal elections shall be held as part of coordinated elections conducted by the county clerk and recorders for Arapahoe, Adams, and Douglas Counties.



DIRECTION FROM CITY COUNCIL

- Oversight/options to safeguard the 2019 Regular Municipal Election
- Identify cost of standalone election



OTHER ELECTION OPTIONS

- Maintain current status with or without oversight
- Additional agreement provisions with county
- Contract with outside entity to administer election (county clerk or private company)
 - Cost Considerations
- ???



STAND ALONE ELECTION

- Considerations:
 - Ordinance revision(s)
 - Equipment/facilities rental
 - Printing and mailing ballots
 - Return of ballots
 - Election Judges/other personnel (hiring and training)
 - Cost (City Administered vs. Outside Agency)
 - Involvement of counties and Secretary of State
 - Agreements with counties



STAFF ACTION TO DATE

- Discussed feasibility of standalone election with an elections contractor
- Contacted a third-party county clerk regarding assistance with standalone election
- Discussed potential oversight with Office of Secretary of State
- Researched legal and ethical issues raised by City Council (See attached legal memo)



NEXT STEPS

- April 17, 2019, Election Commission Meeting
- Additional questions?





**City of Aurora
Council Agenda Commentary**

Item #: 3
 SSS: 4/8/19
 1st: _____
 2nd: _____

Item Title: Technology overview and current status update
Item Initiator: Jeffress, Aleta - Chief Info & Digital Officer - Information Technology
Staff Source: Jeffress, Aleta - Chief Info & Digital Officer - Information Technology
City Manager/Deputy City Manager Signature: James Twombly
Outside Speaker:
Council Goal: 2012: 1.4--Protect the city's assets from damage, theft or loss due to cyber activity.

ACTIONS(S) PROPOSED *(Check all appropriate actions)*

- Approve Item as proposed at Study Session
- Approve Item and Move Forward to Regular Meeting
- Approve Item as proposed at Regular Meeting
- Approve Item with Waiver of Reconsideration
- Information Only

PREVIOUS ACTIONS OR REVIEWS:

Study Session Meeting Date: 04/08/201904/08/2019

Actions Taken: Recommends Do Not Recommend

- Minutes Attached
- Minutes Not Available
- Forwarded without Recommendation
- Recommendation Report Attached

HISTORY *(Dates reviewed by City council, Policy Committees, Boards and Commissions, or Staff. Summarize pertinent comments. ATTACH MINUTES OF COUNCIL MEETINGS, POLICY COMMITTEES AND BOARDS AND COMMISSIONS.)*

N/A

ITEM SUMMARY *(Brief description of item, discussion, key points, recommendations, etc.)*

This presentation outlines the current state of technology, including the vision and recommendations for how to improve operationally to prepare for growth and potential transformation. Presentation will be available at the meeting.

QUESTIONS FOR COUNCIL

LEGAL COMMENTS

The city manager shall be responsible to the council for the proper administration of all affairs of the city placed in his charge, and to that end he shall have the power and duty to keep the council advised of the financial condition and future needs of the city and make such recommendations to the council

for adoption as he may deem necessary or expedient. (City Charter Sec. 7-4(f)) All department heads shall keep informed of the latest practices in their respective fields and shall inaugurate, with the approval of the city manager or the city manager's designee, such new practices as shall appear to be of benefit to the city and to the public. (City Code Sec. 2-142) (Lathers)

Dan Brotzman

PUBLIC FINANCIAL IMPACT *(If Yes, EXPLAIN)*

Yes No

No

PRIVATE FISCAL IMPACT *(If Significant or Nominal, EXPLAIN)*

Not Applicable Significant Nominal

N/A

EXHIBITS ATTACHED: