



**2019 Strategic Planning Session
Agenda Packet
June 21, 2019 and June 22, 2019 (as needed)**

TO: Town Council

FROM: JP Walton, Assistant to the Town Manager

ITEM: Town Council Strategic Planning Session

The agenda packet allows for broad discussion on a variety of topics related to the Council's strategic plan and initiatives as well as individual topics. The strategic planning session (SPS) provides an opportunity to review and discuss individual topics for discussion that were raised by boards, staff, and/or Town Council. This year the Parks Board ([video link](#)) and the Transportation Commission ([video link](#)) elected to conduct a board input session. Background is provided for the individual topics along with options for consideration. Several topics were requested by individual Councilmembers to be discussed openly amongst the Town Council. Therefore, background regarding those topics is limited until the intent of the topic is discussed and staff is given direction from Town Council.

TOPICS

Item	Topic	Department/Division	Notes
1.	Utility Mailer	Communications	Discuss transparency by including a status update of certain items in the utility mailer
2.	Town Website	Communications	Review the Town's website design
3.	Development Notifications	Development	Discuss the development notification process for residents
4.	Public Works Notifications	Public Works	Discuss the Public Works notification process for residents
5.	Public Notice Signage	Development	Review the Town's public notice signage as it relates to size and placement
6.	Review our Benchmark Cities	Town Manager's Office	Review and update the Town's Benchmark Cities
7.	Summary Page for Certain Items	Town Manager's Office	Discuss having a summary page on certain Council items
8.	Impacts of SB2	Financial Services	Discuss the impacts of Senate Bill 2 on the Town
9.	Debt Discussion	Financial Services	Discuss Town Council views of adding debt
10.	Parks Board Input	Parks & Recreation	Discuss the Parks Board input topics
11.	Increased Homestead Exemption/Rate Reduction	Financial Services	Discuss increasing the homestead exemption or reducing the property tax rate if the Town is over the revenue cap



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12.	Reducing Expenses (i.e. Cancelling ACMS Contract)	Financial Services	Discuss reducing expenses, expectations for the M&O budget, and cancelling the ACMS contract
13.	How to Increase Town Revenue	Financial Services	Discuss ways to increase Town revenue in light of the property tax revenue cap
14.	Operational Audit of Financial Processes	Financial Services	Discuss inviting a local auditor in for a second opinion on our budgeting and financial practices
15.	Performance Appraisal Merit System	Human Resources	Discuss the creation of a Performance Appraisal Merit System with annual reviews that rewards high achievers
16.	Cultural Arts Center	Town Manager's Office	Discuss the potential construction of a Cultural Arts Center
17.	CIP - Required vs Desired	Public Works	Conduct a general CIP review discussion to include projects that are required versus desired
18.	Economic Development Process Presentation	Economic Development	Presentation on the Economic Development process
19.	Review Economic Development Marketing	Economic Development	Review of Economic Development marketing
20.	Tax Increment Reinvestment Zone #2 Request	Economic Development	Discuss the feasibility of the Tax Increment Reinvestment Zone #2 request
21.	Transportation Model Update/Traffic Signal Re-Timing	Public Works	Presentation and discussion on the transportation model update and traffic signal re-timing
22.	Review of the Town's Thoroughfare Plan	Public Works	Review the Town's Thoroughfare Plan to identify possible short gaps
23.	Smart City Transportation Technology	Public Works	Presentation and discussion on Smart City Transportation Technology to include traffic monitoring devices
24.	Turn Lane Project at FM 3040/FM 2499	Public Works	Discuss adding a turn lane project at FM 3040 and FM 2499 to the CIP
25.	Shiloh Road Improvements	Public Works	Discussion regarding possible future Shiloh Road improvements
26.	Perimeter Fence Standards	Development	Discuss perimeter fence standards and options to address the issue of maintenance and repair
27.	Neighborhood and Home Improvement Programs	Development	Discuss neighborhood and home improvement programs to increase home values



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Item	Topic	Department/Division	Notes
28.	Short Term Rentals	Development	Discuss an ordinance regarding short term rentals
29.	Development Process Presentation	Development	Presentation of the development process
30.	Limited Residential	Development	Discuss the definition of Limited Residential for Campus Commercial located in the Lakeside Business District
31.	Master Plan Study of Infill Locations	Development	Discuss performing a master plan study of infill locations
32.	Development Fee Structure Review	Development	Discuss the Town's development fee structure
33.	Development Code Amendments	Development	Discuss potential development code amendments
34.	Dockless Electric Scooters	Town Manager's Office	Discuss regulating or banning the use of dockless electric scooters within Town limits
35.	Building Code	Development	Review the Town's building code and to consider adopting updated codes
36.	Review the Tree Ordinance	Development	Review the tree ordinance to clarify when specimen trees are identified, and when they should be considered/submitted for removal

Topic Background

Item 1 – Utility Mailer

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss transparency by including a status update of certain items in the utility mailer.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 2 – Town Website

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to review the Town's website design to achieve a more user friendly environment.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action



Item 3 – Development Notifications

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss the development notification process for residents to include discussing increasing the 200' notification radius and exploring other mechanisms to reach out to residents. Planning staff has discussed enhancing the Town's [Notify Me](#) subscription page with the Planning and Zoning Commission to allow the public to sign-up for electronic notifications.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Refer to the Planning and Zoning Commission
4. Take no action

Item 4 – Public Works Notifications

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss the public works notification process for residents. The CIP notification process was discussed during the 2018 SPS and staff received direction to continue with the current CIP Notification Process and to explore technological solutions to improve the process.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 5 – Public Notice Signage

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to review the Town's public notice signage as it relates to size and placement. This topic was discussed during the Planning and Zoning Board Input Session on February 26th, 2018 and was presented to Town Council in the Board Input section of the July 17, 2018 Strategic Planning Session. The Town's current [onsite notification requirements](#) can be viewed on the Town website and is provided in the link above. The Planning and Zoning Commission discussed sign requirements at their March 29 retreat including wording, setback distances, font size and color requirements and the number of signs per site. The Commission was also presented with results from a recent survey of what the Town's benchmark cites require for signage. The Planning and Zoning Commission requested Council feedback on this item.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Refer to the Planning and Zoning Commission
4. Take no action

Item 6 – Review of Benchmark Cities

RECENT SPS DISCUSSION: None



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BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to review and update the Town's Benchmark Cities based on comparable budget size, employee size, geographic location, mission statements, growth rate, etc. The Town of Flower Mound has identified fourteen municipalities as benchmark cities in order to assess and compare the Town's operations to those municipalities that are similar. The Town's current benchmark cities are: Allen, Carrollton, Colleyville, Coppell, Denton, Frisco, Grapevine, Highland Village, Keller, Lewisville, McKinney, North Richland Hills, Richardson, and Southlake.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 7 – Summary Page for Certain Items

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss having a summary page on certain Council items to be presented. This would include a half page summary of any items that meet a criteria set by Council.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 8 – Impacts of Senate Bill 2

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to discuss the operational and financial impacts resulting from the passing of [Senate Bill 2](#). Senate Bill 2 was passed by the State of Texas, effective January 1, 2020, and will require municipality's to obtain voter approval for adopted ad valorem tax rates that would result in tax revenue over 3.5% of the effective tax rate. This topic was requested by a Councilmember to be discussed during the SPS.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 9 – Debt Discussion

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss Town Council views of adding debt. Recently, staff gave a presentation and Town Council discussed debt during a Notice of Intent for Certificates of Obligation item of the June 3, 2019 Town Council meeting ([video link](#), Item J).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action



Item 10 – Parks Board Input

RECENT SPS DISCUSSION: None

BACKGROUND: The Parks Board conducted a board input session on May 6, 2019 ([video link](#), Item J5 – FF to 34:13) to discuss parks related initiatives for the Town Council to review and consider during the SPS. The following parks related initiatives were discussed during the 2019 Parks Board Input Session:

Item	Topic
1.	Park Land Acquisition
2.	CAC Expansion/Western Rec Center
3.	Cross Timbers Park Development
4.	Tennis Center
5.	Cultural Arts Festival Fall 2020
6.	Funding for Art in Parks
7.	Special Needs Structured Recreation

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule for joint work session with the Parks Board
4. Refer to the Parks Board
5. Take no action

Item 11 – Increased Homestead Exemption/Rate Reduction

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss increasing the homestead exemption or reducing the property tax rate if the Town is over the revenue cap. Senate Bill 2 was passed by the State of Texas, effective January 1, 2020, and will require municipality’s to obtain voter approval for adopted ad valorem tax rates that would result in tax revenue over 3.5% of the effective tax rate.

OPTIONS:

6. Discuss during SPS
7. Schedule for future work session
8. Take no action

Item 12 – Reducing Expenses (i.e. Cancelling ACMS Contract)

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss reducing expenses, expectations for the M&O budget, and cancelling the All City Management Services (ACMS) crossing guard contract. The ACMS agreement was recently discussed by Town Council during the April 15, 2019 Town Council Meeting ([video link](#), Item J13).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action



Item 13 – How to Increase Town Revenue

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by multiple Councilmember's to be discussed during the SPS. The request is to discuss ways to increase Town revenue in light of the property tax revenue cap. Senate Bill 2 was passed by the State of Texas, effective January 1, 2020, and will require municipality's to obtain voter approval for adopted ad valorem tax rates that would result in tax revenue over 3.5% of the effective tax rate.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 14 – Operational Audit of Financial Processes

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to discuss inviting a local auditor in for a second opinion on our budgeting and financial practices. A contract to perform a high level review of the Town's financial processes and make recommendations to improve if needed. Recently, staff gave a presentation and Town Council discussed financial audits during an Audit Engagement item of the June 3, 2019 Town Council meeting ([video link](#), Item 13).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 15 – Performance Appraisal Merit System

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to discuss the creation of a Performance Appraisal Merit System with annual reviews that rewards high achievers.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 16 – Cultural Arts Center

RECENT SPS DISCUSSION: None

BACKGROUND: On June 4, 2018, the Town Council approved a Third Amendment to Development Agreement for Lakeside DFW, which included a requirement that no private development or use shall be permitted on the land area designated as the Arts Facility Location, per Ordinance No. 09-18, unless the Town fails to both: 1) deliver a letter of commitment to Developer by April 17, 2019, containing a firm intent to pursue construction of the Fine Arts Facility; and 2) commence construction of the Fine Arts Facility by December 31, 2022. The Fine Arts Facility was discussed during the April 15, 2019 Town Council Meeting and an extension to the letter of commitment to the Developer until January 7,



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2020 was approved by a vote of 5-0 ([video link](#), [packet link](#), Item J14). This topic was requested by a Councilmember to be discussed during the SPS.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 17 – CIP – Required vs Desired

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to conduct a general CIP review discussion to include a review of strategic, required, real need, nice to have/wants, etc.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 18 – Economic Development Process Presentation

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to present the economic development process for the Town of Flower Mound.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 19 – Review Economic Development Marketing

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to review the Economic Development presentation included on the website and marketing literature to assist developers in understanding the Vision presented in the Master Plan.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 20 – Tax Increment Reinvestment Zone #2 Request

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: In conjunction with the zoning application requested in Fall 2017 for the Lakeside Village development (office, restaurants, retail, hotel, villa homes, and high density residential), Realty Capital requested the Town's consideration of the creation of a Tax Increment Reinvestment Zone (TIRZ) to assist in the acceleration of development of Lakeside Village, specifically related to the infrastructure. At that time, the Town did not wish to pursue the TIRZ discussion until a land use decision had been



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reached and a project definitively existed. On April 16, 2018, Town Council approved the zoning request, which paved the way for further TIRZ discussions with Council during their Strategic Planning Session in July, where the process, costs, benefits, etc. of a TIRZ, were evaluated. At the 2018 SPS, Council directed staff to conduct a feasibility study and present the results to Council for further direction. Based on Council's direction, the Town awarded a consulting contract to Hawes Hill for a TIRZ feasibility analysis (Phase I) on August 6, 2018. Later, on January 31, 2019, the final feasibility study was presented to Town Council, which indicated that total estimated revenues (between \$71 million - \$140 million) from the project would provide sufficient funds to support the requested approximate \$25,000,000 in public infrastructure costs associated with the project. The results of the feasibility study and presentations to Town Council can be found online under Lakeside Village TIRZ Feasibility ([website link](#)). Most recently, on March 4, 2019, the Town Council approved a second consulting contract with Hawes Hall (Phase II) to draft the TIRZ Project Plan and Financing Plan and provide TIRZ creation assistance to the Town.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 21 – Transportation Model Update/Traffic Signal Re-Timing

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: The Town Council discussed Traffic Flow during the 2018 SPS on July 17, 2018. The direction staff received from Council was to continue to monitor the Town's signal timing and move forward with re-timing signals to improve traffic flow. The Town recently completed Town wide traffic counts and level of service (LOS) mapping. This project included collecting town wide traffic and turning movement counts at key intersections to update the Trans CAD Transportation Model. With this new information, the engineering consultant will be able to provide updated level of service (LOS) information for thoroughfare streets for both existing and future conditions. Counts were completed using 10 to 15 cameras at 70 locations. A professional services agreement with Kimley-Horn and Associates, Inc. was approved on December 17, 2018. The results of the analysis were presented to Transportation Commission during their June 11, 2019 meeting ([video link](#), Item F3).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule a joint work session with the Transportation Commission
4. Refer to the Transportation Commission
5. Take no action

Item 22 – Review of the Town's Thoroughfare Plan

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed during the SPS. The request is to review the Town's Thoroughfare Plan, more specifically Kirkpatrick phase 3 and any possible short gaps like Windsor to West Windsor and the Lake Forest Extension.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule for joint work session with the Transportation Commission



4. Refer to the Transportation Commission
5. Take no action

Item 23 – Smart City Transportation Technology

RECENT SPS DISCUSSION: July 17, 2018

BACKGROUND: The Town Council discussed Traffic Flow during the 2018 SPS on July 17, 2018. The direction staff received from Council was to continue to monitor the Town's signal timing and move forward with re-timing signals to improve traffic flow. During the November 13, 2018 Transportation Commission meeting the commission discussed Smart Cities to include Smart City Transportation Technology ([video link](#), Item F2). The Transportation also discussed Smart City Transportation Technology during the Transportation Board Input work session at the January 8, 2019 Transportation Commission meeting ([video link](#), Item G4). Town Council also discussed exploring traffic monitoring devices and requested to discuss the technology during the SPS.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 24 – Turn Lane Project at FM 3040/FM 2499

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by Council to be discussed. The request is to discuss adding a turn lane project at FM 3040 and FM 2499 to the CIP.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 25 – Shiloh Road Improvements

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to discuss possible future Shiloh Road improvements and to receive direction from Town Council regarding need, want, and potential timing of improvements in relation to the CIP.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 26 – Perimeter Fence Standards

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to discuss perimeter fence standards and to discuss options to address the issue of maintenance and repair. Requests to change perimeter fences in older subdivisions are increasing. The issue is occurring in subdivisions platted before 1992. In 1992, the Town adopted mandatory HOA regulations that created a mechanism for perimeter wall/fence maintenance among other common HOA areas. In 1994, the Town adopted its current subdivision



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perimeter fence standards which require masonry walls and columns, or columns with tubular steel fencing and plantings along thoroughfare streets (Section 98-1143). Prior to 1994, the code left the decision on perimeter treatment to P&Z and/or Council. In those cases, whatever was approved with the subdivision is the standard. Sometimes the PD outlined the fencing requirements, and sometimes it didn't. There are several subdivisions without HOAs (platted prior to the mandatory HOA ordinance (Ord. 35-92) adopted on July 20, 1992) where the masonry components of their perimeter fence are now failing. Individual property owners have expressed a hardship due to the expense of the repair, so they are requesting to replace the masonry components with wood fencing. Each subdivision with this issue is typically part of an older PD which results in inconsistent standards, if any, regarding perimeter wall/fence treatment. In reviewing the cases that have been brought to our attention as of the Strategic Planning Session, staff will discuss options with the Council to address the issue of maintenance and repair.

Similarly, there are a few older neighborhoods where residential lots back up to existing Town parks. Today, residential fencing adjacent to a dedicated Town park, or open space, is required to be ornamental steel. In many situations, lots in these older neighborhoods have wooden fences adjacent to the park. Staff will discuss expanding the Town's fence replacement program ([program link](#)) to include an option for property owners to utilize this program to upgrade their wood fence to ornamental steel. The Council has been contacted by a resident that backs up to a new residential subdivision that is currently under construction. The design of the new subdivision has left the resident with mismatched fencing along his rear property line. A portion of his rear property line is boarded by a new residential lot that contains a six-foot wooden privacy fence on a four-foot stone retaining wall. The remaining property line is boarded by an ornamental steel fence adjacent to dedicated open space. The resident is requesting that the Council direct staff to amend the Town's Land Development Regulations to allow exceptions to the Town's fencing requirements in extenuating circumstances. Staff will discuss the request with Council along with options.

OPTIONS:

1. Discuss during SPS The
2. Schedule for future work session
3. Schedule for joint work session with Planning and Zoning Commission
4. Refer to Planning and Zoning Commission
5. Take no action

Item 27 – Neighborhood and Home Improvement Programs

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to discuss neighborhood and home improvement programs to increase home values.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule for joint work session with planning and zoning commission
4. Refer to Planning and Zoning Commission
5. Take no action

Item 28 – Short Term Rentals

RECENT SPS DISCUSSION: None



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BACKGROUND: Staff is moving forward on an ordinance for short term rentals as the State did not address the issue during the 86th Legislative Session. Staff will discuss options and timing with the Council.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 29 – Development Process Presentation

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to present the development process for the Town of Flower Mound. Staff recently delivered presentations on the development process to the Environmental Conservation Commission at their February 5, 2019 meeting ([video link](#), Item J2) and the Planning and Zoning Commission at their February 25, 2019 meeting ([video link](#), work session a.).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 30 – Limited Residential

RECENT SPS DISCUSSION: July 17, 2018 and August 4, 2017

BACKGROUND: In 2013 Town Council approved adding limited residential to the Lakeside Business District in Chapter 2.0 Area Plans of the Master Plan. The Lakeside Business District was a topic discussed at the August 4, 2017 SPS and Town Council reaffirmed that the Lakeside Business District in the Master Plan focuses on job creation, place making, walkability, and to use limited residential as a tool to demand jobs and expansion of the tax base. At the July 17, 2018 Strategic Planning Session, Town Council discussed defining limited residential and directed staff to bring forward a discussion on defining limited residential development in the Lakeside Business District. Staff made a presentation on this topic and Council discussed and gave direction to staff at the January 31, 2019, Town Council Work Session ([video link](#), Item D2). On March 4, 2019, during the Town Manager's Report, staff presented initial provisions of the proposal to Council for feedback ([video link](#) – FF to 27:25). LDR19-0004 - Limited Residential Definition to amend Chapter 98, Article III, Division 22, entitled "CC Campus Commercial District," of the Town's Code of Ordinances, to define the standards for Limited Residential development was recommended approval by a vote of 6 to 0 at the April 8, 2019 Planning and Zoning Commission meeting ([video link](#), Item F5), and approved by Town Council by a vote of 4-1 at the April 15, 2019 Town Council meeting ([video link](#), Item J11). The following link shows the approved [Ordinance 14-19](#). This topic was requested by a Councilmember to be discussed.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 31 – Master Plan Study of Infill Locations

RECENT SPS DISCUSSION: July 22, 2016



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BACKGROUND: This topic was requested by a Councilmember to be discussed. This request is to discuss performing a master plan study of infill locations which entails a strategic review of remaining identified infill locations. During the July 22, 2016 SPS discussed infill development and directed staff to bring forward the item as a joint work session with P&Z and Town Council. Staff discussed infill development at the October 20, 2016 Town Council/Planning & Zoning Commission Joint Work Session ([video link](#), Item D).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule for joint work session with Planning and Zoning Commission
4. Refer to Planning and Zoning Commission
5. Take no action

Item 32 – Development Fee Structure Review

RECENT SPS DISCUSSION: July 13, 2013

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to review the Town's development fee structure.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 33 – Development Code Amendments

RECENT SPS DISCUSSION: August 4, 2017

BACKGROUND: The purpose of this topic is to discuss possible future development code amendments with Town Council. During the 2017 SPS on August 4, 2017 Town Council discussed development regulations and code and development process reviews. Council gave direction to staff to bring forward code amendments as necessary. Past Councils have encouraged staff to document needed amendments to the Town's development regulations to address inconsistencies, inadequacies, and best management practices in lieu of a consultant lead review. Consultant lead reviews of development regulations are expensive, and Council has asked staff to bring forward changes as time allows. Staff will discuss the current list of identified amendments with the Council.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 34 – Dockless Electric Scooters

RECENT SPS DISCUSSION: None

BACKGROUND: The purpose of this item is to receive direction from Town Council regarding dockless electric scooters. This topic was recently discussed during the Town Manager's Report at the June 3, 2017 Town Council Meeting ([video link](#), Item F – FF to 1:52). The Town attorney presented Town Council with several different options to regulate as well as ban dockless electric scooters within Town limits.



OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 35 – Building Code

RECENT SPS DISCUSSION: None

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to create a project to review our current building codes and to consider adopting the latest I-Codes including the IECC with amendments.

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Take no action

Item 36 – Review the Tree Ordinance

RECENT SPS DISCUSSION: July 22, 2016

BACKGROUND: This topic was requested by a Councilmember to be discussed. The request is to review the tree ordinance to clarify when specimen trees are identified, and when they should be considered/submitted for removal. The Town's tree ordinance was last discussed at the 2016 SPS. Prior to the 2016 SPS, staff reviewed the tree ordinance with the Environmental Conservation Commission and the Planning and Zoning Commission in which the Planning and Zoning Commission recommended approval of the ordinance with the caveat that further analysis be done on the impact. Council gave staff direction to go back to the Planning and Zoning Commission to reconsider their recommendation based on the results of the staff analysis. Staff presented and discussed the tree ordinance at the October 10, 2016 Planning and Zoning Commission Meeting and LDR16-0002 Tree Ordinance Amendments was recommended for approval ([video link](#), Item G8). Staff also presented LDR16-0006 Tree Ordinance Amendments at the Planning and Zoning Commission Meeting on November 14, 2016, in which the Commission recommended approval. At the November 21, 2016 Town Council Meeting, LDR16-0002 was approved and LDR16-0006 was denied by Town Council ([video link](#), [packet link](#), Items K15 & K16).

OPTIONS:

1. Discuss during SPS
2. Schedule for future work session
3. Schedule for joint work session with Environmental Conservation Commission
4. Refer to Environmental Conservation Commission
5. Take no action