



**CITY OF BOULDER
CITY COUNCIL AGENDA ITEM**

MEETING DATE: April 6, 2021

AGENDA TITLE

Motion to approve Board and Commission Appointments to Beverage Licensing Authority, Board of Zoning Adjustment and Water Resources Advisory Board

PRESENTERS

Chris Meschuk, Interim City Manager
Elesha Johnson, City Clerk
Debbie Stamp, Acting Deputy City Clerk

EXECUTIVE SUMMARY:

The 2021 Recruitment for all boards and commissions opened on December 21, 2020 and ran through February 4, 2021 via an extension to the original deadline of January 28, 2021. At the end of the recruitment period, the following four (4) boards did not receive enough applications to proceed with interviews:

- Beverage Licensing Authority (BLA),
- Boulder Junction Access District - Parking Commission (BJAD-PC),
- Boulder Junction Access District – Travel Demand Management (BJAD-TDM) and
- Colorado Chautauqua Association.

These boards will remain open indefinitely with the Clerk's Office providing an update to Council in April 2021.

As of April 5, 2021, there have been fluctuations in three (3) of the Boards and/or Commissions which include the Beverage Licensing Authority, Board of Zoning Adjustment and Water Resources Advisory Board, that affect the appointments made March 16, 2021.

The following recommendations being made by the City Clerk's Office have been approved by the Board and Commission Subcommittee.

Beverage Licensing Authority – Alyssa Lundgren whose term ended on March 31, 2021 has offered to serve another five (5) years and has submitted her application. Ms. Lundgren's application is included as Attachment A.

Also, with the lost of Kevin Mahoney in the tragedy of March 22, 2021, the Beverage Licensing Authority currently has his seat to eventually fill. The members of the Beverage Licensing Authority have requested, out of respect for Kevin, that City Council wait two or three months to make an appointment to his seat. The City Clerk's Office will continue to accept applications for the Beverage Licensing Authority.

Board of Zoning Adjustment – On March 18, 2021, the City Clerk's Office received notification that a member of the Board of Zoning Adjustment, Elizabeth Prentiss, was stepping down. Ms. Prentiss' resignation is included as Attachment B.

The board had (2) vacancies prior to the March 16, 2021 appointments with three (3) applicants requesting to be appointed. Jill Lester had applied for reappointment and served on the board for 5 years and was not appointed on March 16th. The City Clerk's Office contacted Ms. Lester to verify her continued interest in serving and she confirmed that she was. This appointment would be for four (4) years ending on 03/31/2025. Ms. Lester's application is included as Attachment C.

Water Resources Advisory Board – On March 16, 2021, City Council appointed Ann Quenzer to the Water Resources Advisory Board for a five (5) year term ending 03/31/2026. Ms. Quenzer notified the City Clerk's Office on March 22, 2021 that due to personal issues, she would be unable to serve on the board. A copy of Ms. Quenzer's resignation is included as Attachment D.

The board had (1) vacancy prior to the March 16, 2021 appointments with three (2) applicants requesting to be appointed. The City Clerk's Office contacted the remaining applicant, Jill Park, to verify her continued interest in serving, and she confirmed that she was. Ms. Park's application is included as Attachment E.

STAFF RECOMMENDATION:

Suggested Motion Language:

Motion to appoint **Alyssa Lundgren** to the **Beverage Licensing Authority** (Seat 2), for a five (5) year term retroactively beginning on 03/31/2021 and ending on 03/31/2026

AND to appoint **Jill Lester** to the **Board of Zoning Adjustment** (Seat 5), for a four (4) year term retroactively beginning 03/31/2021 and ending on 03/31/2025

AND to appoint **Jill Park** to the **Water Resources Advisory Board** (Seat 1), for a five (5) year term retroactively beginning on 03/31/2021 and ending on 03/31/2026.

ATTACHMENTS

Attachment A – Alyssa Lundgren Beverage Licensing Authority Application

Attachment B – Elizabeth Prentiss Board of Zoning Adjustment Resignation
Attachment C – Jill Lester Board of Zoning Adjustment Application
Attachment D – Ann Quenzer Water Resources Advisory Board Resignation
Attachment E – Jill Park Water Resources Advisory Board Application

From: [No Reply](#)
To: leatherwoodh@bouldercolorado.gov; [Stamp, Debbie](#); lundgrea@gmail.com
Subject: Beverage Licensing Authority Application
Date: Monday, April 5, 2021 4:31:26 PM

BEVERAGE LICENSING AUTHORITY



Annual Application Apr 2021

Date:

Staff Liaison and Board Secretary: Mishawn Cook (303-441-3010)

The BLA consists of five members appointed by City Council, each to five year terms. The BLA hears and rules upon applications for licenses for the sale of fermented malt beverages and liquor. The BLA can suspend or revoke such licenses for cause.

Meetings are held the third Wednesday of the month at 3 p.m. in City Council Chambers, Municipal Building, 1777 Broadway.

The City of Boulder believes that a diverse work force adds quality and perspective to the services we provide to the public. Therefore, it is the ongoing policy and practice of the City of Boulder to strive for equal opportunity in employment for all employees and applicants. No person shall be discriminated against in any term, condition or privilege of employment because of race, national origin, religion, disability, pregnancy, age, military status, marital status, genetic characteristics or information, gender, gender identity, gender variance or sexual orientation.

Name: Alyssa Lundgren

Home Address:

540 Mohawk Drive

8

BoulderCO80303

Home Phone:

Mobile Phone: (719) 360-1210

Work Phone:

Email: lundgrea@gmail.com

Occupation: DevOps Engineer + Product Owner

Place of Employment / Retired: Centil

Do you reside within Boulder City limits?: Yes

When did you become a resident of Boulder?: Aug 2004

Gender: F | Female

Gender Identity Specified:

1. What qualifications, skill sets and relevant experiences do you have for this position (such as education, training, service on governing or decision-making boards, etc.) that would contribute to you being an effective board member and community representative?

I have served on this Board for the past five years. I am dedicated to service and community.

2. Have you had any experience(s) with this Board or the services it oversees?

I have served on this Board for the past five years, in addition, I worked in the restaurant industry in Boulder from 2008 - 2017.

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members.

This is very common in software engineering, you must weight all available information and act decisively. I actually think that disagreement is very healthy and can be very helpful if handled correctly.

4. List all potential conflicts of interest you might have with respect to the work of this board.

N/A besides my previous appointment to this board from 2016 - 2021.

5. Please disclose any personal, business, or friends or family connections to the liquor industry that you may have?

I worked in the Boulder restaurant industry for over ten years and have many connections. I am able to separate my work on this board from my working relationships. I would recuse myself should a conflict arise. I have not been in the restaurant industry since 2017.

6. What do you think is the role of the Beverages Licensing Authority (BLA)? Do you have any problems with the use and sale of liquor? Explain.

The BLA's job is to reflect the community of Boulder, to act fairly. I do not have any problems with the sale or use of alcohol.

7. What are the greatest challenges facing the BLA with regard to current social issues of drinking related problems, i.e. binge drinking, over-service, underage drinking, etc.

I think that some of the logistics pertaining to the changing liquor code are some of the most interesting challenges facing the BLA.

8. How would you explain and defend a decision of the Board to friends, neighbors and community members if you were challenged about a decision involving license suspensions, premise closures, and license revocations?

Listen to all available information, act decisively and confidently, have kindness and empathy.

9. How would you define the needs and desires of a neighborhood in evaluating a liquor application? Please explain your legal understanding of BLA processes.

Needs and desires are evidenced, typically through in-person petitions although throughout Covid we have had to find alternatives to this practice. They can also be evidenced by testimony, either in person or in writing by adult inhabitants of a "neighborhood" pertaining to a specific class of license.

From: [Stamp, Debbie](#)
To: [Stamp, Debbie](#)
Subject: FW: BOZA member stepping down
Date: Monday, April 5, 2021 5:05:36 PM
Attachments: [image001.png](#)
Importance: High

From: Elizabeth Prentiss <ebp25@yahoo.com>
Sent: Wednesday, March 17, 2021 5:47 PM
To: Wyler, Robbie <WylerR@bouldercolorado.gov>
Subject: Re: BOZA Follow-up

External Sender

Hi there Robbie-

Thanks for the follow-up. I think I should step away from the board. My work and family life during Covid have made evening online meetings very difficult for me to consistently attend.

Please let me know what additional steps you need me to take.

Best,
Elizabeth

On Wednesday, March 17, 2021, 01:04:59 PM MDT, Wyler, Robbie <wylerr@bouldercolorado.gov> wrote:

Hi Elizabeth-

Sorry that we missed you at the meeting last week. I wanted to reach out separately because you have missed two consecutive meetings and if you miss the next one (note we don't have an April meeting) without being excused by the board, the council could possibly remove you per the Title 9 Provisions. Covid is making serving on a board especially challenging and we fully understand that. Other members – not just on BOZA - have also had challenges. I appreciate your service on BOZA and look forward to having you back at a hearing but if this is not the right time for you to be on the board, you can step down and council can possibly appoint a new member as an emergency action. And if I can help support technical issues or if you have questions, please let me know and don't hesitate to reach out to me. It is likely we will be virtually meeting through at least this summer, possibly beyond. We are actively onboarding two new members (both Cherie & Jill are leaving the board) so if you'd like to have a follow-up 1 on 1 onboarding session with me we can definitely make that happen.

I hope this email finds you well and I look forward to hearing back from you!

Best,

-Robbie

Robbie Wyler
Assistant Zoning Administrator



**City of Boulder
Planning**

1739 Broadway, Third Floor, Boulder, Colorado 80302

Phone: 303-441-1880

Web: boulderplandevlop.net

Direct Phone: 303.441.3130

WylerR@bouldercolorado.gov

****Please note that the **Boulder Land Use Code** was recently amended. Approved ordinance 8409 amended many sections to fix mistakes, clarify existing code, update graphics, and improve the readability of the code. Design and construction professionals who frequently reference the code are encouraged to revisit pertinent sections to be aware of the changes and additional information.****

From: [No Reply](#)
To: leatherwoodh@bouldercolorado.gov; [Stamp, Debbie](#); [Jill Lester](#)
Subject: Board of Zoning Adjustment Application
Date: Monday, January 25, 2021 12:55:10 PM

BOARD OF ZONING ADJUSTMENT



Annual Application Jan 2021

Date:

Staff Liaison: Brian Holmes (303) 441-3212, holmesb@bouldercolorado.gov; Robbie Wyler (303) 441-3130, wylerr@bouldercolorado.gov; Board Secretary: Cindy Spence (303) 441-4464, spencec@bouldercolorado.gov

The Board of Zoning Adjustment consists of five members appointed by City Council, each to five-year terms. Board members should be qualified by experience and training to act upon matters related to building design and construction. The Board may modify the application of specific zoning requirements and hear appeals to decisions made by the Zoning Administrator. The Board hears appeals from developers, architects and builders whose building permit applications have been denied.

Meetings are generally held the second Thursday of the month at 5 p.m. in City Council Chambers, Municipal Building, 1777 Broadway.

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Name: Jill Lester

Home Address:

1421 Cedar Ave

BoulderCO80304

Home Phone:

Mobile Phone: (303) 875-4150

Work Phone:

Email: jill@8030realty.com

Occupation: Education/Retired Builder

Place of Employment / Retired: University of Colorado

Do you reside within Boulder City limits?: Yes

When did you become a resident of Boulder?: Aug 1976

Gender: F | Female

Gender Identity Specified:

1. What qualifications, skill sets and relevant experiences do you have for this position

(such as education, training, service on governing or decision-making boards, etc.) that would contribute to you being an effective board member and community representative?

I have been a member of BOZA since 2016 and am currently serving my second term as the Chair of BOZA. I have been involved in education as a teacher, faculty support person for online courses, and a producer of online courses working closely with faculty and in bureaucratic settings as a team player for many years. I was the head of my own building company for many years and have a law degree-all of which have served me well in working on teams and making decisions.

2. Have you had any experience(s) with this Board or the services it oversees?

Yes-as previously stated, I have been on the board since 2016. I have enjoyed my work with staff and the various members of the board over that time period.

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members.

As a current board member, I find that we work together respectfully. We do not all see each circumstance in the same light. Active listening, when we disagree, can be a useful tool to make sure each person feels heard. I find there are times when I am persuaded by another board member's opinion, and other times when I am not. In this context, it's important to let applicants know the consequences of board decisions. We are all trying to do our best by the community, the regulations, and their interpretation by staff and the community members. I find Erin to be an excellent resource, when needed, to keep us focused on the task at hand.

4. List all potential conflicts of interest you might have with respect to the work of this board.

It is possible for me to have a conflict for example, with an architect if I worked closely with them recently. Likewise, there are just a couple of builders from recent work, and/or if any neighbors or friends applied for a variance. It rarely comes up and I have always consulted with the attorney Erin Poe for her opinion. I would recuse myself if I could not render an objective decision.

5. What are the greatest challenges facing the Board of Zoning Adjustment? What changes, if any, would you like to see as a member of the Board?

BOZA hears appeals from applicants who might be individuals, developers, architects and builders who have encountered a regulation that affects their building permit application negatively or their ability to apply for a building permit in the city of Boulder. Since we are an appeals board, it is understood that we will be evaluating the application in light of the various criteria we are allowed to apply to each application and circumstance. I see our job as one of balancing interests with the overriding concern being the public good. We are not a Design or a Redesign board and we do our best to keep variance limited to the minimum variance necessitated by the circumstances, should we agree to allow a variance.

6. What key criteria will you use when considering a variance to the land use regulations?

There is not one key factor, but rather that of using the criteria of the BOZA Variance Criteria to make a reasonable decision. Not all criteria apply to each circumstance. I consider the applicant's request in light of the data presented, my own observations and considering the impact on the neighborhood and community as well as the applicable regulation(s) in making my decision.

7. Discuss potential problems for neighborhoods in allowing numerous variances. What cumulative impacts do you think variances can have on the character of neighborhoods?

An obvious answer is that multiple variances have the potential to impact character in a neighborhood. Yet we often receive requests for variances in the older neighborhoods of Boulder where there can be unique physical circumstances. Over time, as zoning regulations have changed, there are homes that cannot comply with current regulations, yet applicants desire to add features that actually enhance character, such as a porch. This is why it is important to consider each application on its merits-with due respect for neighborhood character.

8. How would you weigh zoning regulations against the desires of the appellant and neighborhood concerns in light of staff recommendations and interpretations?

Staff does an excellent job of making recommendations yet there are occasions when we as a board arrive at a different conclusion. If we always agreed with staff, then perhaps there wouldn't be a point in having an appeals board. It is always important in my mind to consider the merits of each case and its unique circumstances with due consideration given to the existing zoning regulations and their intent (where apparent) along with neighborhood concerns presented in the application or at the hearing. I feel that I am a reasonable person and would give due merit to each of these considerations as expressed by the relevant parties, including the appellant.

From: [Ann Quenzer](#)
To: [Stamp, Debbie](#); [Kirk Vincent](#)
Subject: Re: Board and Commission Appointment
Date: Monday, March 22, 2021 4:24:39 PM

External Sender

Hello Debbie and Kirk,

A couple of family issues have come up that will prohibit me from being able to attend a Monday night meeting and in general allow me to participate in the WRAB fully. While I know these things are temporary and the appointment is 3 years, I won't be able to participate for 6 months or more.

I deeply apologize for the inconvenience this causes. On a personal level, I am saddened that I will not be able to be a committee member. I was looking forward to participating in Boulders water future.

Best,
Ann Quenzer
503-290-6738

Sent from my iPhone

On Mar 19, 2021, at 4:30 PM, Stamp, Debbie <StampD@bouldercolorado.gov> wrote:

Hello Ann,

Congratulations on your appointment to the Water Resources Advisory Board. Your willingness to serve your community is commended.

Attached, please find your appointment letter and certificate for your records.

We would like to also inform you of the dates and times set for the **"New Board Member Orientation"** training that the city provides to all new members and sitting members. These orientation will provide you with the an opportunity to learn more about your responsibilities, what is expected and our organization.

The dates and links to the meetings are as follows:

Tuesday, March 30, 2021 - from 6-9	Saturday, April 10, 2021 - from 9-12
Join the Meeting	Join the Meeting

Meeting ID: 943 2560 2326 Passcode: 495931 One tap mobile +12532158782,,94325602326# Dial by your location +1 253 215 8782	Meeting ID: 943 2560 2326 Passcode: 495931 One tap mobile +12532158782,,94325602326# Dial by your location +1 253 215 8782
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It is respectfully requested that you attend one of these trainings.

Also, here is a link to the Orientation Materials that will be covered during this training:

[<image001.png>](#)

[2021 Orientation Booklet.pdf](#). Please familiarize yourself with it prior to your selected time.

Again, congratulations on your appointment and commitment to service.

Thanks,

Debbie Stamp

Acting Deputy City Clerk

[<image002.png>](#)

O: 303-441-3008

stampd@bouldercolorado.gov

City Clerk's Office

1777 Broadway | Boulder, CO 80302

BoulderColorado.gov

[<Quenzer, Ann Acceptance Certificate.pdf>](#)

[<Quenzer, Ann Appointment Letter.pdf>](#)

From: [No Reply](#)
To: leatherwoodh@bouldercolorado.gov; [Stamp, Debbie](#); jillipark@gmail.com
Subject: Water Resources Advisory Board Application
Date: Saturday, January 16, 2021 5:00:48 PM

WATER RESOURCES ADVISORY BOARD



Annual Application Jan 2021

Date:

Staff Liaison: Joe Taddeucci, Director of Public Works for Utilities (303) 441-3205; Board Secretary: Julie Helmeyer (303) 441-4257

The Water Resources Advisory Board consists of five members appointed by City Council, each to five year terms. The Board reviews Capital Improvement Programs, the Community and Environmental Assessment Process, and utilities master plans and advises City Council, Planning Board and staff. Additionally, the Board may provide recommendations concerning policy issues on operating programs.

Meetings are held the third Monday of the month at 7 p.m. at 5050 Pearl Street, Municipal Services Center.

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Name: Jill Park

Home Address:

1005 35 ST

BoulderCO80303

Home Phone: (609) 851-6817

Mobile Phone: (609) 851-6817

Work Phone:

Email: jillipark@gmail.com

Occupation: Civil Engineer

Place of Employment / Retired: JVA, Inc.

Do you reside within Boulder City limits?: Yes

When did you become a resident of Boulder?: Dec 2019

Gender: F | Female

Gender Identity Specified:

1. What qualifications, skill sets and relevant experiences do you have for this position (such as education, training, service on governing or decision-making boards, etc.) that would contribute to you being an effective board member and community

representative?

I currently work as a Civil Engineer at a consulting company, JVA Inc, in Boulder. I deal with stormwater management at various sites, and I am interested in helping the City of Boulder overall water management. I enjoy learning about graywater reuse systems and implementing such systems in residential homes. I am interested in pioneering a similar ordinance that the City of Golden passed in 2020 (ORDINANCE NO. 2143) that allows the use of graywater from laundry machines to be used for one's garden.

2. Have you had any experience(s) with this Board or the services it oversees?

I do not have any experience with this Board.

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members.

In college I had to work in groups with members who would not do the share of their work. I dealt with this by talking to all to those members and worked with them to see what the issue was and what was stopping them from completing their work.

4. List all potential conflicts of interest you might have with respect to the work of this board.

I do not have any potential conflicts of interest

5. What are the new priorities that emerged in the wake of the 2013 rain and flood related to water, wastewater, and storm water, and flood management in the community?

Priorities are making sure that the City of Boulder has proper stormwater management throughout the City. Also to make homeowners who live in floodplains, aware of the dangers of floods.

6. The Water Resources Advisory Board is responsible for making annual recommendations to City Council on the Utilities Capital Improvement Program or CIP. In considering the CIP, how would you balance the need to maintain, replace, and rehabilitate existing critical infrastructure and assets valued at over \$1B with other community needs?

I would assess the other priorities that the City of Boulder is dealing with.

7. What types of operational/policy changes might be appropriate given the increasing uncertainty of weather conditions and the increasing likelihood of extreme events due to climate change?

The City of Boulder should make policy changes to reduce total per capita water use and install infrastructure that allows for efficient water reuse. The City of Boulder should consider allow the building of Earthships, which are allow individuals to be "off the grid" for electricity, gas, and water. The Earthships provide for all human needs through environmentally sustainable building design.

8. Boulder charges for water using a water budget rate structure with increasing block rates based on water usage. The annual water fund budget depends upon revenue from all five billing blocks, including the "penalty" blocks for overuse. What are your thoughts about how users, both residential and commercial, should be equitably charged for water and wastewater use, and what changes, if any, should be made to our current system?

Users should be charged equitably for water and wastewater use as our current systems does. However, users should receive a credit for reusing graywater onsite in their residential or commercial property.