

Classified Personnel Council Meeting  
Meeting Minutes for Thursday, May 10<sup>th</sup>, 2018  
Lory Student Center – rooms 304-306



CLASSIFIED  
PERSONNEL COUNCIL  
COLORADO STATE UNIVERSITY

**Members present:** Stacey Baumgarn, Leah Bosch, Sandy Dailey, Brian Gilbert, Wayne Hall, Kelly Hixson, Dan Kelso, Anthony King, Clint Kranz, Randy Lamb, Nicole Johnson, Will Schwab, Diana Prieto (Ex-Officio), and Bob Schur (Ex-Officio),

**Members Absent:** Jim Abraham (excused), Carol Caroll (excused), Laura Snowwhite (excused), Megan Skeehan (excused), Kristin Stephens (excused), Ken Young (excused), and Lourdes Zavala (excused)

**Guests:** Steven Dove (APC Representative), Joseph Gallegos (guest), Nancy Cowley (guest), and Tom Milligan, Vice President for External Relations (guest speaker)

**The meeting was called to order at 1:01 pm**

**Announcements:**

- *Happy Birthday* this month to: Megan Skeehan!

**Reports / Updates:**

- Approval of CPC 4-12-18 Meeting Minutes
  - A motion to approve the CPC 4-12-18 Meeting Minutes as presented in the meeting packet was made by Dan, second by Brian – motion carried
- Treasurers Report – Anthony King
  - This month's only expense was the Benefits Fair. CPC paid for the snacks and beverages provided during the Benefits Fair, for a total of \$878.00
  - Because most budget categories are under-budget so far this year, the Executive Committee discussed options to utilize funds to replace CPC branded materials using the new CPC logo to present a consistent brand
- CPC Committees – Wayne – year end to do's and summaries of accomplishments
  - On Monday, May 14, Wayne will meet with CPC Committee Chairs. The group will update the yearly calendar, recap this year, and start planning for next year
  - Committee Chairs will need to prepare year-end reports for Stacey by June 8<sup>th</sup>
  - Carol (Employee Recognition) and Kristin (Outreach Events) will be stepping down from their roles as Chair. Nicole has offered to take over as the Employee Recognition Chair. CPC will need an Outreach Events Chair
  - University Committees
    - The [Multicultural Staff and Faculty Network](#) Committee has requested 2-3 representatives from CPC. This is time sensitive, as their retreat is May 18<sup>th</sup>. It could be useful to know who will fill those roles by that date to join in their planning process. They would also be willing to come to a CPC meeting to fill us in on their goals and achievements
- CPC Annual Retreat – location / date suggestions
  - Executive committee has been discussing the annual retreat, which will take place for a full day in July
  - During the retreat, we will begin planning for the coming year and discuss what CPC wants to accomplish as a council in FY19

- Potential locations: Tamasag, Primrose, Rams Horn dining hall, Durrell, (Anthony could book these locations free through Housing and Dining) LSC (Nancy could book this space for free), Remington House, or the Alumni Center in the Stadium (?)
- Could use outstanding funds from this fiscal year to pre-pay for retreat location
- Last year's retreat cost \$950.40 for space, food, and member appreciation gifts
- Megan will send out Doodle poll in the next few weeks to determine what date works for most people

### **Consideration of a self-nominated CPC Representative**

The Council has received an additional self-nomination for membership from Anselma Lopez for the term July 1, 2018 – June 30, 2021

- A motion to approve Anselma to the Council was made by Brian and seconded by Dan – motion carried
  - Total CPC members for FY19 now at 26, By-Laws allow for up to 30
  - Over the summer, Stacey and Bob Schur will work to propose some updates to the CPC By-Laws, focusing on the CPC election process, and to define the difference between open and vacated seats. The overall goal is to provide clarity without compromising flexibility when appropriate

**Guest speaker:** Tom Milligan, Vice President for External Relations – provided an update on the Housing Task Force and the new Neighbor to Neighbor partnership

- Starting with the question, what is the University's role in affordable housing?
  - CSU is aware that housing has become increasingly expensive and difficult to find, made competitive largely due to the high quality of life in Fort Collins
  - As such, CSU has made a conscious decision to play a role in affordable housing. It is in the university's strategic interest to have staff and faculty living in the community – this keeps people happy and helps maintain CSU as an employer of choice
- The Housing Solutions Task Force
  - Launched in the fall of 2015, Chaired by Cori Wong, with about 25 people, the Task Force explored and considered actions the university could take to support employees and their search for affordable housing. After the group brainstormed ideas and considering significant data throughout the year, the Task Force made seven recommendations in a *Housing Solutions Task Force – End of Year Report - 2016*
  - In the fall of 2016, President Frank asked Tom to serve as Chair and charged the Task Force to move into an implementation phase, which they have been working on since
    - One of the first actionable initiatives was the idea to provide housing counseling. Instead of hiring a new CSU employee, in April, 2017, the Task Force issued an INT (Invitation to Negotiate) (similar, but not as formal as an RFP) to seek an existing community partner that may be better suited to deliver this service to CSU employees. Through this process, the group selected Neighbor to Neighbor, a Fort Collins nonprofit
    - We now have a dedicated Neighbor to Neighbor staff member right here in the LSC: Debbie Mayer is located in the Off-Campus Life office. She is available to help employees with an array of services related to navigating the local housing market, including homebuyer education, subsidized low-income housing, mortgage counseling, and rental housing searches

- Tom's team will do an evaluation in next few months of the services provided and requests of clients to see how this is going. CSU did not want to be prescriptive in what they ask Debbie to do – instead, we want to provide what the campus community needs
- A second initiative asks: how might CSU aid in the development of affordable (and attainable) housing?
  - CSU is willing to commit assets and resources to further this housing mission
  - CSU owns parcels of land which are not being considered for use in the university master plan and which CSU does not owe money on. It may make sense to make some of these parcels available to a developer for the building of affordable apartments, condominiums, and townhouses. The goal is to meet federal guidelines of what "affordable" means for the apartments. Condominiums and townhouses would likely be priced under market rate
  - Several parcels of land in Fort Collins have been identified. The first is a five-acre parcel on Timberline Road, next to Timberline Church. The church owns eight acres and has proposed trading their larger parcel for the CSU parcel. This is an ideal [swap](#) for both parties, as the land that CSU currently owns can be zoned commercially
  - CSU has submitted a preliminary plan to the city, which could fit 104 units of apartments, condominiums, and townhouses on this 8-acre plot. 104 units would be the base requirement of a developer, but Tom believes they could potentially do better
  - One complication is that CSU will have to tear down some existing barns that contain asbestos. The land transfer (swap) will occur after this – and, as CSU is a state entity, CSU has fewer regulations to follow for teardown projects
  - Tom believes this project can deliver units that are both affordable and attainable. The units would be open to a mix of CSU faculty and staff, as well as the community at large. CSU would have the right of first refusal (on a subset of units)
  - How will CSU employees get first choice? CSU will set certain standards, yet to be determined, and open the housing up to employees first. Whatever is left over will be open to community with the same standards
  - Townhouses and condominiums will have a cap on the equity that someone could earn on resale, in order to keep the rate in the affordable range
  - What percent of units will be dedicated to CSU? Undetermined at this time, but likely as high as possible. 100% of the units will meet affordable and attainable (Federal Fair Housing Standards). CSU will not build and does not want to manage, so has to determine how they can control the standards and rates through the contract at time of sale of the land
  - A CPC members asked: why doesn't CSU instead pay higher wages so that employees could afford housing in Fort Collins? TM: Resources are just not available but, we do still need to work on income equality as well
- Hughes Stadium – a second parcel where many ideas and opinions have been shared (lots of information about this site is available on a dedicated [website](#))
  - The University concluded that the decision about how to develop the land should be community-centered rather than a university decision
  - However, the Board of Governors has put forth a list of requirements, including affordable housing and preservation of trails and open space. CSU has hosted two community events to get everyone's ideas

- Two developers are currently interested. Once a developer is chosen, they will have to bring their full proposal to the City. The City and CSU then engage in the SPAR (Site Plan Advisory Review) process, during which the Board of Governors can overturn a rejection from the City. This has previously only occurred once, in the proposal for the University Center for the Arts
- CSU has a fiduciary responsibility in the re-development of the Hughes property, but we want community input. Because the revenues from the new stadium were higher than projected during this past inaugural season, there is not as much pressure to maximize the dollar amount of the sale of the Hughes parcel to cover new stadium bonds
- The last initiative addressed is down-payment assistance for employees. Tom is currently in discussion with Funding Partners, a non-profit in Fort Collins. They believe that CSU might be able to use institutional reserve funds for mortgage backing, with the right kind of parameters, and have employees pay it back with pretty good rates. This is a fairly standard practice in university towns/neighborhoods that also have high area housing costs

Thanks Tom for this great update and the progress report on the Housing Solutions Task Force. CPC will host Debbie Mayer at a future meeting to learn more about the specific offerings of Neighbor to Neighbor services.

#### **CPC Committee Reports:**

- Communications – Will Schwab & Megan Skeehan
  - The committee will be meeting next week
  - The [Tell Someone](#) article is in both CSU Life and in SOURCE this week
- Employee Recognition – Carol Carroll
  - The runner-up from the Positive Action Award will receive an Everyday Hero Award
  - CPC granted eight Educational Assistance Awards this year
- Legislative – Brian Gilbert
  - Six CPC members went to the Capital this year. They were able to listen to interesting debates and had a great hour-long lunch with Rep. Jeni Arndt. It is great that CPC has such a good relationship with our representatives
  - Yesterday, May 9, was the last day of legislative session
  - The PERA (SB18-200) bill went through conference committee and approved on the floor a little after 11 pm last night. It is now on the Governor's desk
  - Stacey suggested that due to confusion on some of the details in the bill, we will wait to discuss this further until the Governor signs the bill
  - Long Bill
    - The State's overall funding bill signaled a 3% across the board increase for all State Classified employees. No confirmation that this bill has been signed yet
    - HR will send an email to all employees about the raise as soon as the final details are known. Diana's office will make an effort to be transparent about all aspects that affect an employee's total compensation, taking into account elements like tax reform, parking, the PERA employee contribution increase, and across the board increases
    - Diana explained how the State sets the criteria for the raise and then CSU has to figure out how to pay it from the general fund
  - Parking – a 2-3% increase was planned for FY19, no other increase is anticipated. CPC should invite Dave from Parking Services to be guest speaker

- Outreach Events – Kristin Stephens
  - Benefits Fair this last month, during which 70 people signed up to receive the *CPC Communicator*
  - CPC handed out ~400 pairs of headphones, ~300 cell phone sleeves, and – on behalf of Bob Schur and the Commitment 2 Campus, dozens of C2C coaster sets
  - Diana said that the Fair was very well attended. By 10:30 am, they were only 200 shy of how many people typically attend
  - So many people attended that snacks were depleted early – Anthony ordered more!
  - Bob Schur mentioned some Commitment to Campus additions, these can be found on the [Off-Campus Discounts page](#), includes restaurants, Performance Bicycle, Elitch Gardens, and more
- Work Life – Kelly Hixson
  - The VTH contact has not yet responded about hosting the mobile pet clinic
  - Lanai Greenhalgh has stepped down from her role in the Office of the Ombuds, and it will be a while until they refill her position. HR will redirect callers to appropriate parties in the meantime
  - The committee is considering implementing the idea of Brown Bag Lunches in FY19 – learning events for Classified employees
- Executive – Stacey Baumgarn
  - University Budget – Provost Miranda will host an FY19 Budget Open Forum, May 15<sup>th</sup> in LSC 372-374 at 3:00 pm
  - [Training and Organizational Development](#) has put out the schedule of summer training opportunities, remember to take advantage of these if possible

Meeting adjourned 2:59 pm