

City Council

Study Session Agenda

April 26, 2016
Library Conference Room
951 Spruce Street
7:00 PM

Note: The time frames assigned to agenda items are estimates for guidance only. Agenda items may be heard earlier or later than the listed time slot.

- | | | |
|-----------------------|--------------|---|
| 7:00 p.m. | I. | Call to Order |
| 7:00 p.m. - 7:30 p.m. | II. | Cultural Council – Annual Report |
| 7:30 p.m. – 8:00 p.m. | III. | Sustainability Advisory Board – Annual Report |
| 8:00 p.m. – 8:30 p.m. | IV. | Library Board of Trustees – Annual Report |
| 8:30 p.m. – 9:00 p.m. | V. | Historical Commission – Annual Report |
| 9:00 p.m. – 9:05 p.m. | VI. | City Manager’s Report & Advanced Agenda |
| 9:05 – 9:15 p.m. | VII. | Identification of Future Agenda Items |
| 9:15 p.m. | VIII. | Adjourn |

SUBJECT: LOUISVILLE CULTURAL COUNCIL ANNUAL REPORT

DATE: APRIL 26, 2016

PRESENTED BY: JENNIFER STRAND, CHAIR

1. LIST HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR:

- a. Changed focus from a board that programs as many events as possible across a wide range of disciplines, to a board that actively employs arts and culture to enhance community in Louisville.
- b. Crafted a revised mission statement to reflect our change in focus:
 - i. Former mission: The Louisville Cultural Council is a nonprofit organization established for the primary purpose of advancing art, music dance, theater, zoology, botany, natural history, and cultural history in the City of Louisville.
 - ii. Current mission: We promote arts and culture in Louisville. We program cultural events, advocate for and support artists, and advise City Council. By doing so we engage our diverse social, cultural, and creative community.
- c. Created a job description for LCC board members, including estimated number of hours committed per month to LCC activities.
- d. Significantly reduced a years-long problem on the LCC: member burn out. The change in focus and mission has made it easier to choose where to focus our time. It also strengthened the effectiveness of the LCC as a team. This council benefits from shared leadership, which means that no one individual has to lift a lot more than anyone else.
- e. Enhanced Louisville's creative profile within Boulder County. Louisville has been actively participating in the county-wide One Action Project on Arts and Immigration and this is good for Louisville's standing in the Boulder County arts community. Suzanne Janssen provided significant leadership by serving on the One Action Steering Committee.
- f. Presented a full year of cultural programming for Louisville. In 2015, the LCC programmed 25 events, served 6,060 audience members, recruited and donated 660 volunteer hours, paid artists fairly, and balanced its budget. The events included 6 Thursday Night Summer Concerts in the Park (2 called for weather after set up), 6 Sunday Chamber Music Performances, 5 Friday Night Live! Performances, 3 Films, 3 collaborations with the Library and/or the Louisville Art Association, and 2 lectures.
- g. Elevated the quality of the Summer Concert Series by hiring a sound engineer for each concert. This allowed volumes to be level and sound to be balanced, resulting in better quality sound.

- h. Applied for and received an SCFD Grant. The amount was \$1,900. Every little bit helps.
 - i. Created a Louisville Arts Grant Program. We are really excited about this. For quite a few years, the LCC has talked about a grant program as a way to directly support creative members of our community, share the workload of cultural programming, and stimulate our creative community. Last year we did it. We set aside \$2,500 from both our 2015 and 2016 budgets for a total of \$5,000 and offered grants. Programs had to benefit Louisville and local artists were preferred. In February of this year, we granted money to seven artists and organizations. As a result, Louisville residents can look forward to a stimulating variety of programs at the Arts Center that complement those programmed directly by the LCC. The grant-funded programs include:
 - i. “The Sans Souci Festival of Dance Cinema”, presented by Louisville resident Michelle Bernier, who is a member of this prestigious organization, June 24.
 - ii. “Do You Know Who I Am”, a performance that looks at the lives of undocumented young people in Boulder, presented by MOTUS Theater of Boulder, Sept. 17. “The Salsa Monologues”, a moving look at the lives of Hispanic women in Boulder County, also by MOTUS was staged on April 9.
 - iii. “Louisville Sings: A Night of Vocal Jazz”, presented by Louisville resident and Arts Nova Executive Director, Chip Ross, Sept. 25.
 - iv. “Old Town Cinema”, presented by Louisville’s The Arts Underground, Oct. 7. Years ago, this program sparked the original idea for an LCC grant offering, so this award is particularly apt.
 - v. “Firebringers: New Opera for Kids”, presented by the Boulder Opera Company, date TBD (Feb. 2017).
 - vi. And two activities not staged at the Arts Center:
 - 1. “Silhouetted Stories of Immigration”, a photographic exhibit at Dona Laurita Gallery on Main Street of work by high school-aged immigrants’ mentored by three professionals including Louisville artists Dona Laurita, Kat Fritz and Dawn DeAno, Fall 2016.
 - 2. Support for two Louisville Art District’s Downtown Mural Project. We are excited to see parts of the alley between Main and Front transformed by art.
- 2. LIST PLANS/GOALS FOR THE NEXT TWO YEARS:**
- a. Program the entire LCC year no later than the end of Q1 in each calendar year. This may sound like a tedious goal, but achieving it opens up agenda time and makes it more likely that we can achieve more. We reached this goal in 2016.

- b. Offer Arts Grants for 2017 and 2018. Making the Arts Grant program permanent has the potential to offer innovative programming, forge creative relationships, and increase Louisville's profile as an arts destination.
 - c. Enhance Marketing and Build a Brand. Over the next 2 years, building a stronger brand for the LCC will help us build audiences, better support the artists we hire, and perhaps even generate additional revenue. We are very lucky in that LCC Vice President, Blake Welch, owns a professional design company and is sharing his expertise with us.
 - d. Articulate a vision for Public Art in Louisville including, but not limited to, the Sculpture Garden in Community Park. We are taking this issue off the back burner where it has languished since the 2013 flood. We have cleared half of our April 2016 meeting for a public art presentation by Suzanne Janssen. The LCC will then begin a discussion and determine recommendations to City Council regarding public art in Louisville.
 - e. More collaboration within our community. Because our mission is also to support and engage, over the next two years we will actively look for collaborative partners for LCC productions. (For example, at our invitation the Louisville Museum Foundation sponsored the food table at a recent MOTUS Theater production, which was itself a collaboration with the LCC.)
 - f. Continue to promote arts and culture in Louisville by offering high quality, easily accessible programs.
- 3. IN WHAT AREAS DO YOU NEED CITY COUNCIL INPUT/FEEDBACK?**
- a. City Council has allocated a programming budget of \$10,000 a year for the past several years. Do you have any feedback for us about the way we have spent it?
 - b. We would prefer not to take up time in the Study Session in consideration of this issue, but as we move forward we would like to understand what outcomes the City hopes to achieve regarding the issue of 501(c)3--City board overlap. The LCC would appreciate time to determine how best to comply.
- 4. DOES THE BOARD THINK TERM-LIMITS FOR BOARD MEMBERS WOULD BE A GOOD IDEA OR A BAD ONE?**
- If the city is consistently getting more board applicants than available seats for boards, term limits would be a good idea to allow for more citizen participation. If the city is consistently getting more applications than open seats on just one or two boards, it could be a good idea to term limit only the most popular boards.
- 5. DOES YOUR BOARD HAVE PROBLEMS OR CONCERNS REGARDING MEMBER ABSENCES AT MEETINGS?**

We have experienced this problem in the past, but do not have concerns about it.

6. DOES YOUR BOARD HAVE AN INFORMAL POLICY ABOUT ABSENCES FROM MEETINGS?

Yes. In our case, when a member misses a few meetings in a row, we contact the board member, ask how things are going, and whether they still have time for our board. That usually clears things up.

What we do not have is a clear assignment of whose job it is to contact the absent member. I believe it should be the Chairperson's responsibility.

7. DO YOU HAVE QUESTIONS FOR THE CITY COUNCIL?

- a. Do you have any comments regarding our revised mission?
- b. Do you have any comments regarding our Arts Grant program?
- c. From your perspective, how important is it to Louisville's attractiveness as both a place to live and to visit that Louisville have resilient and sustainable cultural entities (not just the LCC)?
 - i. If you find it valuable, what role, if any, do you believe that City government should play?

RECOMMENDATION:

Discussion

ATTACHMENT(S):

1. LCC Mission Statement and Job Descriptions – excerpt from the 09-17-2015 LCC Meeting Minutes
2. Presentation

Cultural Council

Meeting Minutes

17 September 2015
City Hall, Spruce Room
749 Main Street
6:31 pm LCC Mission and Program Planning

LCC Mission and Program Planning

Proposed Mission Statements (a) and (b) in meeting packet were discussed.

Final statement, passed by the LCC: *We promote arts and culture in Louisville. We program cultural events, advocate for and support artists, and advise City Council. By doing so we engage our diverse social, cultural, and creative community.*

Proposed Job Description was discussed and approved as amended. Final LCC job description reads as follows:

Each member of the Louisville Cultural Council:

- *Participates in the monthly LCC meeting (2 – 2.5 hours/month)*
- *Plans and executes cultural events (up to 7 hours per event – monthly)*
- *Reads, evaluates and awards grants (up to 2 hours/month)*
- *Activities such as collaborating with other cultural organizations, working group meetings and special projects (up to 1 hour/month)*

In addition, titled positions carry extra responsibilities:

- *The Chair creates a monthly meeting agenda, runs the monthly LCC meeting, reviews prepared meeting minutes, serves as primary contact with Louisville staff, supports special projects such as SCFD grant writing, represents LCC at other meetings, and supports LCC-related phone calls and emails (5 hours/month and upward).*
- *The Vice Chair may assume the Chair's role in his/her absence, and supports the Chair as needed.*
- *The Treasurer creates, manages, and oversees the LCC budget, manages banking, creates a monthly report, and leads the annual SCFD grant writing (4 hours/month).*
- *The Secretary records monthly meeting minutes (1.5 hours/month).*



2016 LOUISVILLE CULTURAL COUNCIL ANNUAL REPORT



2016 LCC ANNUAL REPORT

- 1. Highlights and Successes
- 2. Metrics and Budget Performance
- 3. Plans and Goals
- 4. Questions and Discussion



HIGHLIGHTS AND SUCCESSES

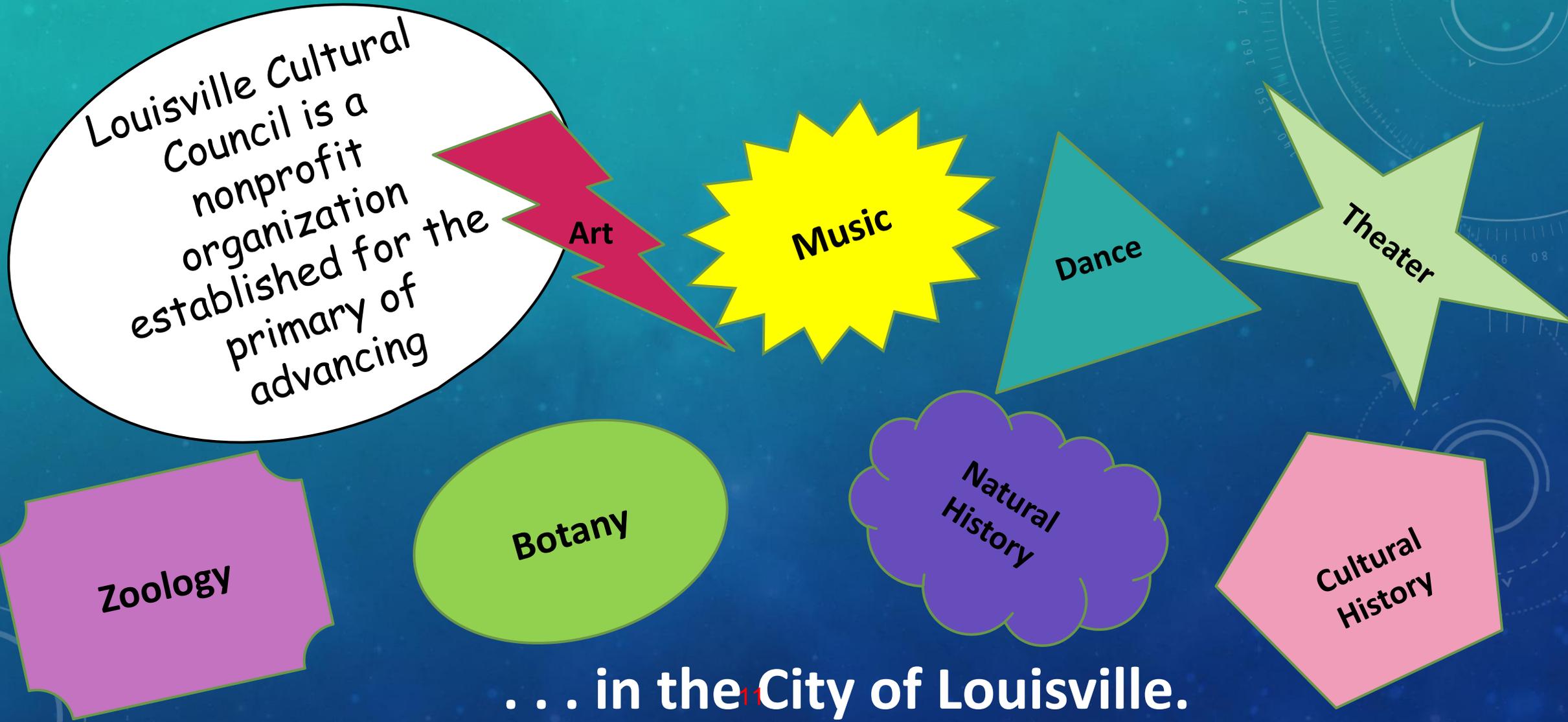


2016 HIGHLIGHTS

All of our highlights and successes start with our new mission statement.



PRIOR MISSION STATEMENT:



... in the City of Louisville.

LCC MISSION STATEMENT NOW:

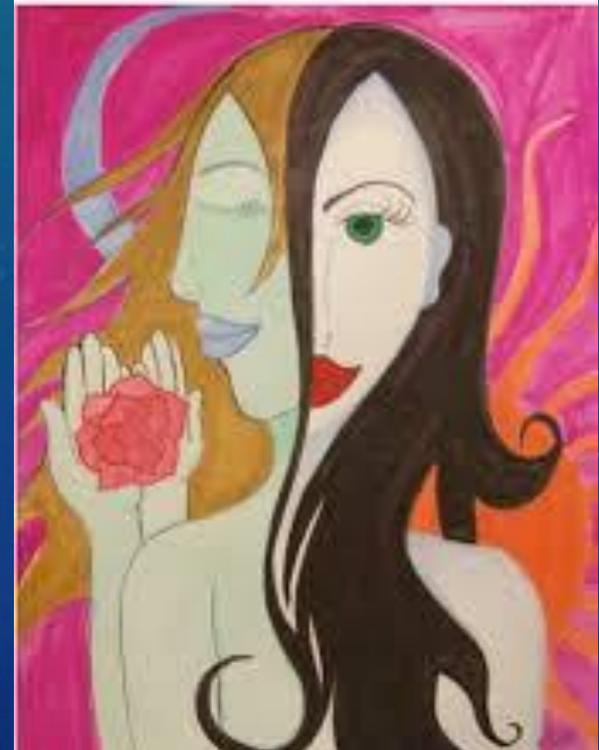
We promote arts and culture in Louisville.

We program cultural events, advocate for and support artists, and advise City Council.

By doing so we engage our diverse social, cultural, and creative community.



HIGHLIGHT: ARTS GRANT PROGRAM



HIGHLIGHT: SUMMER CONCERTS SOUND BETTER, TASTE BETTER, ADDED ONE



HIGHLIGHT: LOUISVILLE ACTIVE IN ONE ACTION



one action 2016
arts + immigration project

• one-action.org



CONTEMPLATE



EXPLORE



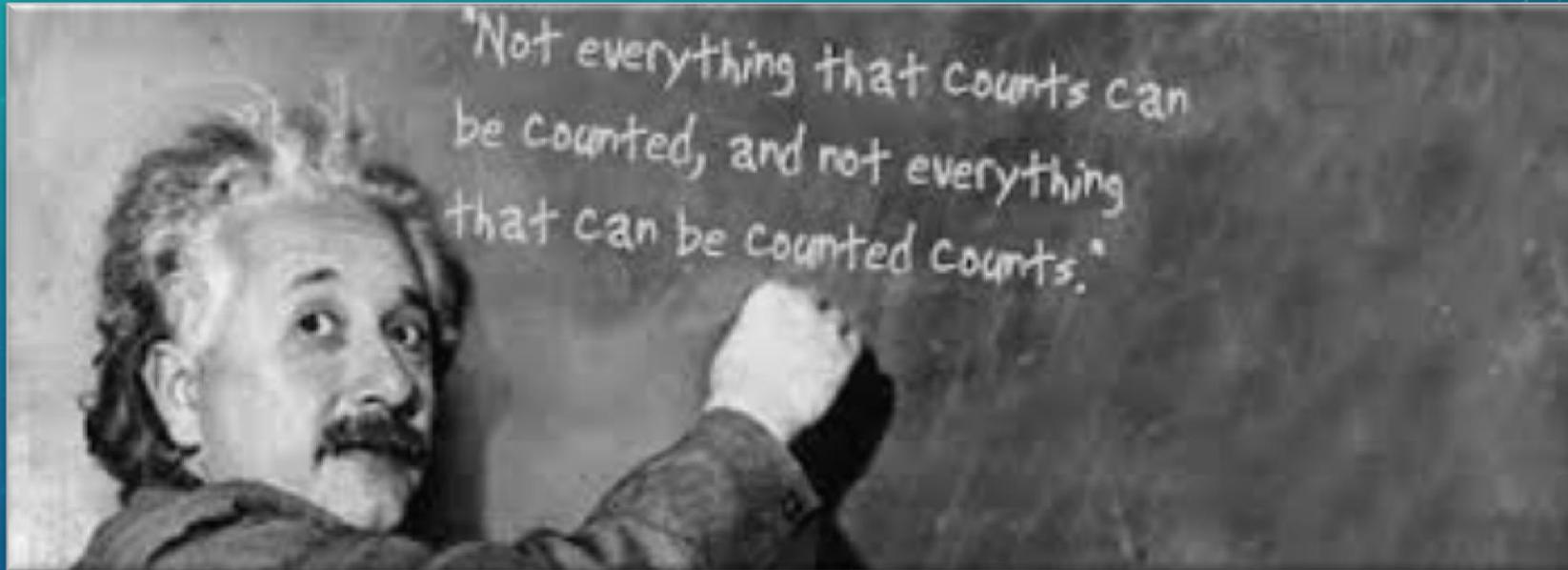
APPRECIATE

HIGHLIGHT: 2015: A YEAR OF QUALITY PROGRAMS

- 6 Summer Concerts in the Park
- 6 Sunday Chamber Music Performances
- 5 Friday Night Live! Performances
- 3 Films (2 silent)
- 3 Collaborations (LAA and Library)
- 2 Lectures

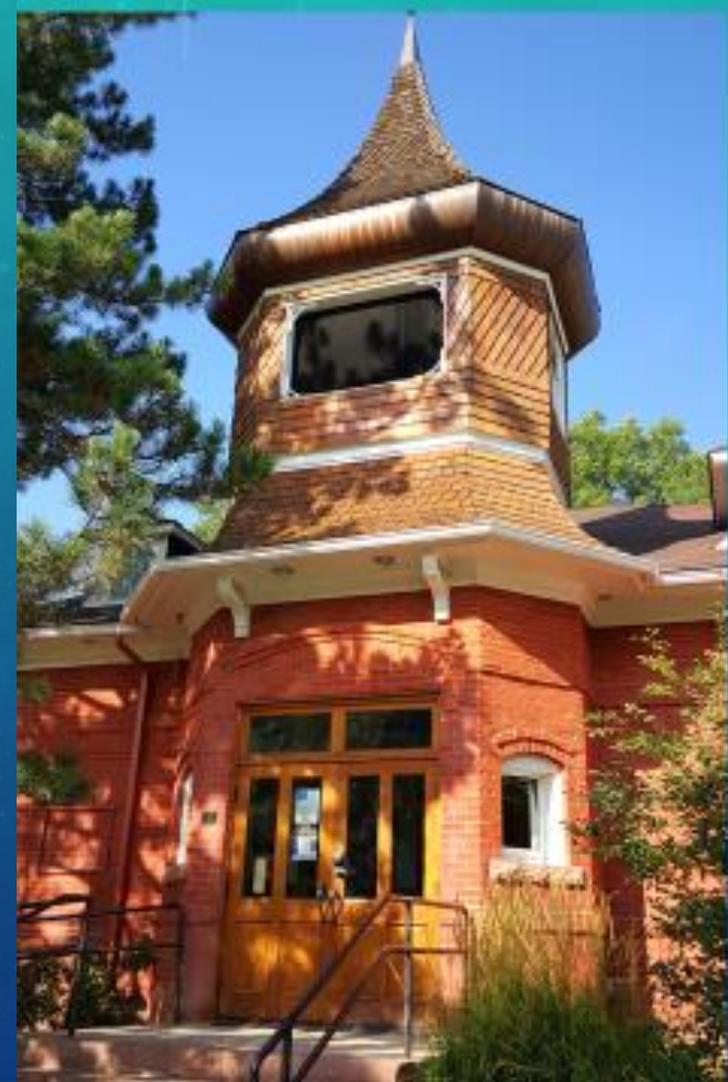


METRICS AND BUDGET PERFORMANCE



2015: PROGRAM METRICS

- 25 events
- 6,060 Audience Members
- 660 Volunteer Hours
- On Budget

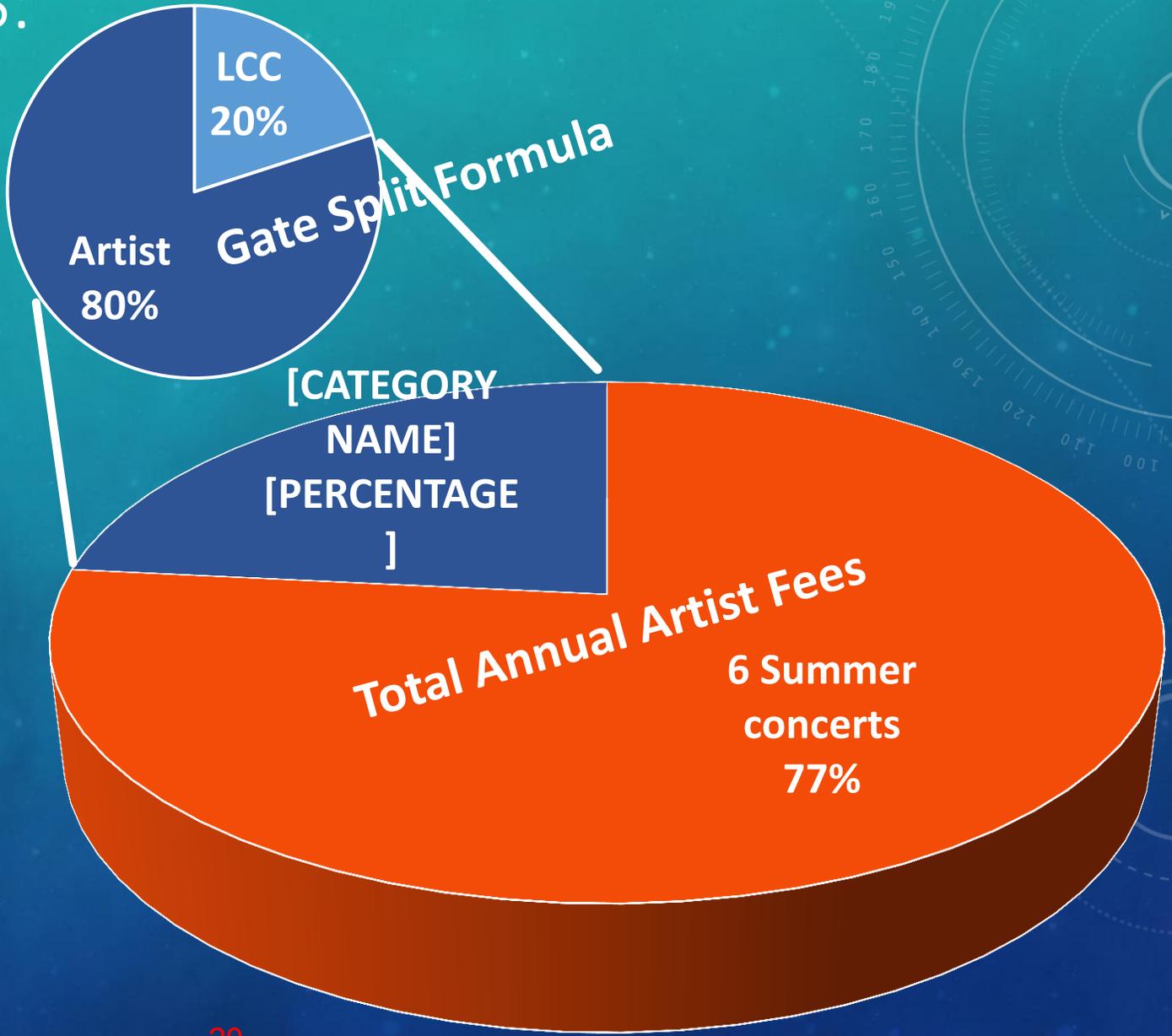


2015 PROGRAM METRICS: BUDGET

Income	Expense	Donated
10,000 City	11,700 Artist Fees	2,500 Graphic Design
1,900 SCFD	1,000 Sound Engineer	720 Coffee
3,800 Sales	1,000 Food Table	3,220 Donated
1,900 Individuals	1,000 Adv/Mktg	
	400 Equipment	
17,600 Income	15,100 Subtotal	
	2,500 Grants	
	17,600 Total Expense	



2015 PROGRAM METRICS: ARTIST FEE ALLOCATION



PLANS AND GOALS



LCC PLANS AND GOALS: ENHANCED MARKETING

- Strengthen our brand
- Build a loyal audience
- Enhance Louisville's reputation as an arts destination



PLANS AND GOALS: MAKE ARTS GRANTS PERMANENT

- Efficiency
- Diversity
- Community
- Creative Reputation



LCC PLANS AND GOALS: ACTION ON PUBLIC ART & THE SCULPTURE GARDEN



PLANS AND GOALS: CULTURAL ARTS MASTER PLAN

- Lays the vision for Arts in Louisville
- August 2016



PLANS AND GOALS: LCC 2016 CONCERTS IN THE PARK



FACE 6-23



BLUE MOON 6-30



SHEL 7-2



**LOS BOHEMIOS
7-14**



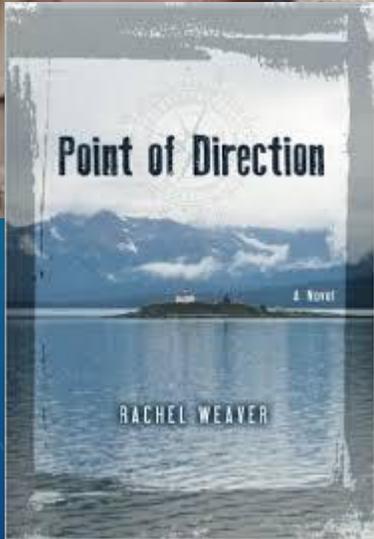
**8 TRACK REVIVAL
7-21**

PLANS AND GOALS: AUTHOR SERIES

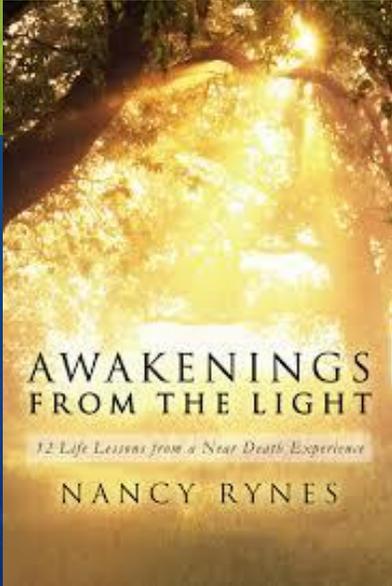
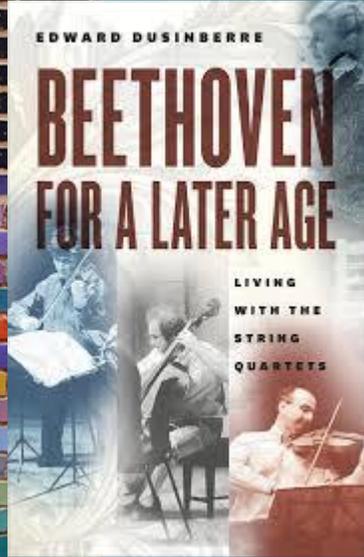
June 26



Oct 9



Oct 1



PLANS AND GOALS: LOTS OF GREAT PROGRAMS

MaryLynn
Gillespie
Oct 21



Altius
Oct 16



Alfredo Muro
April 29
and
Sept 16



QUESTIONS AND DISCUSSION

SUBJECT: SUSTAINABILITY ADVISORY BOARD ANNUAL REPORT

DATE: APRIL 26, 2016

PRESENTED BY: JAMIE BARTLETT

1. LIST HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR:

- Researched and Drafted Sustainability Plan
- Secured a 501C3 sponsor for Community Garden
- Community Garden Site Approval from Board of Adjustment, Planning Commission and City Council
- Awarded grant from Boulder County for Garden construction
- Public Forums and Advisory Board visits regarding Roadmap/Action Plan
- Sustainability Survey

2. LIST PLANS/GOALS FOR THE NEXT TWO YEARS:

- Finalize Sustainability Action Plan
- Create/fund Sustainability Coordinator Position
- Award first Sustainable Business Awards
- Improve city website online content as a citizen resource
- Develop noise ordinance for the City
- Initiate process for 2nd Community Garden

3. IN WHAT AREAS DO YOU NEED CITY COUNCIL INPUT/FEEDBACK?

- What does Council view as Sustainable Priorities?
- Sustainability Action Plan – feedback, revision, adoption
- Feedback on public comments regarding Action Plan (forums? Survey?)

4. DOES THE BOARD THINK TERM-LIMITS FOR BOARD MEMBERS WOULD BE A GOOD IDEA OR A BAD ONE?

- Board members have no consensus opinion

5. DOES YOUR BOARD HAVE PROBLEMS OR CONCERNS REGARDING MEMBER ABSENCES AT MEETINGS?

- None Presently.

6. DOES YOUR BOARD HAVE AN INFORMAL POLICY ABOUT ABSENCES FROM MEETINGS?

- Reassign duties if/when warranted.

7. DO YOU HAVE QUESTIONS FOR THE CITY COUNCIL?

- Does Council see any gaps in LSAB's priorities?
- Are there areas of the Action Plan Council is hesitant to implement or act on?
- How will council use the community survey to inform future planning and budget priorities (sustainability, affordable housing, walkable city, multi-modal transportation)?

RECOMMENDATION:

Discussion

ATTACHMENT(S):

1. Sustainability Action Plan
2. Presentation

LOUISVILLE, COLORADO

SUSTAINABILITY
ACTION PLAN
2016

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FOCUS AREAS

Energy & Buildings

Water

Transportation

Waste

Local Food & Agriculture

REFERENCES

WELCOME

It's widely accepted that human decisions have adversely impacted our surrounding environment. Community leaders must adopt policies to support a sustainable future. Our hope is to prioritize environmental health, economic vitality and community well-being.

Short-term, or status quo, thinking will only limit our community's ability to remain successful in the region. The City of Louisville needs a clear framework of actionable items and credible guidance to achieve goals that support the environment and the community in a responsible way.

Community members have repeatedly voiced their support for the City's commitment to responsible governance. To this end, the City of Louisville has incorporated and invested in many sustainable initiatives in recent years. By making these initiatives a priority, Louisville will reach greater economic strength for businesses, better health and well-being for residents and provide a positive example for other communities in the State of Colorado.

The City established the Louisville Sustainability Advisory Board (LSAB) as a resource for relevant issues to our community. The purpose of this report is to provide an adaptable roadmap to advise the current and future City leadership as they continue to build Louisville's sustainable future.

Sincerely,
LSAB

LOUISVILLE SUSTAINABILITY ADVISORY BOARD (LSAB)

LSAB Board consists of seven volunteer members from the Louisville community who are appointed by City Council to a term of four years. All members are tasked with specific responsibilities as detailed in the Municipal Code and City Charter. The Board complies with the City's open government rules and Code of Ethics.

Current Members:

Jamie Bartlett
Dan Delahunty
Mary Ann Heaney
Allison Johanson
Marianne Martin
Mark Persichetti
Justine Vigil-Tapia

MISSION STATEMENT

Promoting sustainability through energy efficiency, resource conservation and localization to better the environment, social well-being, and economic vitality of the City of Louisville.

Recent Contributing Members:

David Hsu
Jim Bradford
Claudia Lenz

Current Council Rep:

Jay Keany

Other Advisors:

Dave Szabados - City Staff

INTRODUCTION & PURPOSE

In 2012, the Louisville Sustainability Advisory Board tasked themselves with the creation of a document to outline recommendations for the City. The Sustainability Action Plan is intended to articulate Louisville's vision to create a more sustainable community as well as provide a roadmap for achieving our collective goals.

This plan is intended to offer a perspective on past accomplishments and future endeavors. Additionally, the plan will help guide City staff with decisions related to sustainable focus areas.

The plan includes guidelines for internal City operations as well as community-wide approaches for residents and businesses. In general, the current plan has a focus on environmental impacts and their potential economic benefits.

INTRODUCTION & PURPOSE

This plan incorporates elements from federal, state and county legislative agendas as well as City initiatives. Our intention is to keep pace with the most up-to-date practices. Sources include but not limited to the following:

Federal Guidelines:

Executive Order 13693 (2015) – Planning for sustainability in the next decade.

American Recovery and Reinvestment Act of 2009 – increase innovative and alternative energy technologies

Boulder County

Comprehensive Plan:

Guides decisions on future land uses in a coordinated and responsible manner.

Louisville Master Plan:

Comprehensive plan helps guide decisions on future land uses in a coordinated and responsible manner.

Boulder County Environmental Sustainability Plan (2012):

County-wide guidelines for sustainability practices.

Baseline Energy Study (2014):

Comprehensive assessment of the City's energy needs.

Sustainability Survey (2015):

Feedback gathered by LSAB through city-wide mailer. The survey targeted specific concerns in sustainability.

Public Workshops (2015):

Feedback gathered by LSAB through public forums. Community members could directly ask Board members questions and vote on topics of interest.

PLAN SCTRUCTURE

This action plan is sectioned into five key impact areas of sustainability. Each focus area provides a brief introduction provided by various subcommittee members of LSAB. We identified impact areas specific to the City of Louisville, as well as goals to address each of those issues. Each focus area has at least one major Goal. We have outlined Internal (for the City to address) and External (for residents and businesses) targets to reach these goals. Each target identifies potential community members who can positively impact this focus area (E.G. City Staff, Residents, Business). Specific implementation guidelines for target areas will need to be adopted in follow up plans approved by current Council members.

Sustainability Action Plan Focus Areas:

1. Energy & Buildings
2. Water
3. Transportation
4. Waste
5. Local Food & Agriculture



DEFINITION OF SUSTAINABILITY

The word “sustainability” can be difficult for communities to define and sometimes off-putting or misunderstood. For some, the word conjures up images of living without. However, sustainability is an important and useful word regardless of your place on the political or ideological spectrum. For any community to thrive, it must consider that all resources have limits. Our community will become unstable and dependent if we consume resources faster than they can regenerate. By creating this plan, our goal is to identify at risk resources and lay out methods in which our community can effectively mitigate harmful impacts.

SUSTAINABILITY MEANS creating balance among the environment, the economy, and society to ensure that practices and decisions do not compromise the quality of life for future generations. Sustainability is not an end goal, but an approach that recognizes the interplay between natural, economic, and social interests.

This plan is not exhaustive (as community members will also recognize other important resources). As a board, we chose to focus on the following impact areas because 1) they have large environmental and economic impacts; and 2) there are numerous attainable and affordable strategies the City of Louisville can implement in the near future.

LSAB MILESTONES

The City of Louisville has maintained a commitment to sustainability. The following are some of the recent highlights and milestones representing our Community's commitment.

1988

- Creation of Recycling Advisory Board

1992

- Established as Resource Conservation Advisory Board

2004 - 2006

- LRCAB implemented zero-waste trash recycling during city events

2006 - 2008

- Boulder County High-Efficiency Lighting Program grant

2010

- Established as Sustainability Advisory Board

2012

- Baseline Energy Study

2013

- Backyard Chickens Approved

2014

- Sponsored a Greenhouse Gas & Sustainable Action Plan that identified commercial and residential energy usage in 14 sectors

2015

- Louisville awarded Boulder County Environmental Sustainability Matching Grant to fund Community Garden

2016

- Awarded funding for Water Conservation Efforts
- Established Green Business Recognition Program
- Community Garden Opens

SUSTAINABILITY GOALS

The following goals guide each section of the plan. These goals represent Louisville's sustainability vision.

ENERGY & BUILDINGS

Reduce energy consumption, increase the use of clean energy and transition away from fossil fuels.

WATER

Provide ongoing leadership for water efficiency and water quality efforts to ensure sufficient, clean water for current and future generations.

TRANSPORTATION

Encourage more fuel-efficient transportation and infrastructure, and support healthier and active lifestyles for Louisville residents, through increased pedestrian and bicycle pathways

WASTE

Increase community waste diversion, striving for a goal of zero-waste, and manage our material resources responsibly and effectively.

LOCAL FOOD & AGRICULTURE

Ensure a sustainable, safe and healthy food supply that is accessible to all and supported by our community.

FUTURE ADDITIONS

We expect this plan to remain flexible as the demands on the City grow and change. While there are many important issues we haven't highlighted, they are often integrated into these major impact areas.

ENERGY & BUILDINGS

INTRODUCTION

The City of Louisville is one of the best places to live in the US. It has maintained a comfortable balance retaining it's historic roots while attracting new families who want to fully embrace the Colorado lifestyle.

Small towns located in thriving environments can struggle with increased population demands. Louisville should foster responsible expansion that highlights stable, sustainable and diverse neighborhoods without negatively impacting Louisville's small town charm.

ENERGY GOAL

Reduce energy consumption, increase the use of clean energy and transition away from fossil fuels.

BUILDINGS GOAL

Move toward net-zero energy use in all city buildings and develop building codes and policies that promote energy efficiency in new and existing buildings

INTERNAL

TARGET 1

Move toward net-zero energy use in all City buildings

STRATEGY 1

Require that all eligible existing City buildings achieve ENERGY STAR label

STRATEGY 2

Expand solar and renewable energy purchases for City buildings

STRATEGY 3

Develop building codes and policies that promote energy efficiency in new and existing buildings

STRATEGY 4

Require that all new City buildings achieve all available points within the Energy and Atmosphere section of the USGBC LEED for new construction

STRATEGY 5

Perform energy audits of City facilities

STRATEGY 6

Install LED traffic signals

ENERGY & BUILDINGS

INTERNAL

TARGET 2

Reduce municipal below 2012 levels by 2025

STRATEGY 1

Purchase lowest fuel-use vehicles practical for the City fleet

STRATEGY 2

Develop conversion plans for City vehicle fleet to implement new vehicle technologies as they become available for testing and use

STRATEGY 3

Implement controls and policies to limit idling of City vehicles

STRATEGY 4

Promote locally sourced biofuels

EXTERNAL

TARGET 1

Increase energy efficiency and renewable energy adoption in the commercial and residential sectors

STRATEGY 1

Promote and use Boulder County EnergySmart energy efficiency services for residents

STRATEGY 2

Promote and use Partners for a Clean Environment (PACE) sustainability services for businesses, and collaborate on a green business recognition program

STRATEGY 3

Provide and develop information for residents and businesses on conservation and rebate programs

STRATEGY 4

Develop building codes and policies that promote energy efficiency in new and existing buildings

STRATEGY 5

Support utility demand-side management programs and renewable power supply incentives

STRATEGY 6

Promote low-interest financing for residents and businesses to complete energy efficiency upgrades and install renewable energy

WATER

INTRODUCTION

Clean water is one of the most valuable resources world-wide. In Colorado's semi-arid climate with growing populations, the amount of water available for consumption can vary from year to year. Beyond drinking water, Louisville's water bodies are home to wildlife, used for recreation, and comprised of snowmelt, storm, and treated water. The following outlines strategies to conserve indoor and outdoor water use.

WATER GOAL

Provide guidance for water efficiency and quality and ensure clean water for current and future citizens.

INTERNAL

TARGET 1

Reduce water usage and improve efficiency of water use within City buildings

STRATEGY 1

Benchmark all City buildings' indoor water use

STRATEGY 2

Replace or retrofit all existing county building plumbing fixtures to reduce water use to 20% below the calculated plumbing code requirement by 2020

STRATEGY 3

New City buildings to achieve all the water efficiency points in the USGBC LEED for new construction.

STRATEGY 4

Manage and upgrade infrastructure to reduce leaks in the system

INTERNAL

TARGET 2

Improve efficiency of water use on Open Space and City landscaping

STRATEGY 1

Create a community-wide green infrastructure plan to capture and infiltrate rain where it falls, thus reducing storm water runoff.

STRATEGY 2

Consider permeable and high recycled content pavement for all new roads and repairs

STRATEGY 3

Encourage quality drought resistant landscaping through the development review process.

WATER

INTERNAL

TARGET 3

Minimize use of treated water for non-potable functions

STRATEGY 1

Use non-drinking water systems to meet residential, industrial, and agricultural needs when feasible

INTERNAL

TARGET 4

Improve and maintain water quality

STRATEGY 1

Update equipment and procedure manuals related to water use, wastewater and storm water treatment

STRATEGY 2

Set a goal to have Coal Creek removed from state's list of impaired or polluted waters

EXTERNAL

TARGET 1

Expand water conservation education for City residents and businesses

STRATEGY 1

Conduct a gap analysis of the water efficiency tools, resources and incentives for residents and businesses. Consider supplementing programs directly or through partnerships.

STRATEGY 3

Develop, market to the community, and update Louisville specific plans that address water conservation and quality

STRATEGY 2

Promote and use Partners for a Clean Environment (PACE) sustainability services for businesses and collaborate on a green business recognition program.

TRANSPORTATION

INTRODUCTION

A city-wide multimodal transportation system is needed to meet the mobility and access needs of all users and to support health and wellness. This can be achieved by planning the transportation infrastructure as a multimodal system that enables vehicle travel and enhances travel by bicycle, transit, and foot.

TRANSPORT GOAL

Encourage environmentally sustainable transportation choices and infrastructure, and support healthy lifestyles

INTERNAL

TARGET 1

Develop balanced system that serves the entire City for users of all ages and ability levels

STRATEGY 1

Develop Transportation Master Plan that identifies alternative means so all citizens can safely and comfortably walk or ride a bike

STRATEGY 2

Provide safe, pleasant non-vehicle means of accessing schools, commercial areas, recreational facilities and municipal locations such as the library.

INTERNAL

TARGET 2

Reduce SOV and GHG emissions and cost impact for City Staff

STRATEGY 1

Offer incentives to City Staff such as RTD EcoPass, carpool/vanpool subsidies, Bike to Work incentives, bike parking and shower facilities

STRATEGY 2

Develop transportation solutions with other County communities to establish efficient connections in regional transit

TRANSPORTATION

EXTERNAL

TARGET 1

Support residents and business telecommunicating efforts

STRATEGY 1
Support upgrading of communication infrastructure that would improve internet speeds

EXTERNAL

TARGET 2

Reduce SOV and GHG emissions

STRATEGY 1
Explore programs to fund and implement RTD EcoPass for City residents

STRATEGY 2
Improve walkability through cross-walks and safe school routes with BVSD partnerships

STRATEGY 3
Develop bike maps and way finding signage

STRATEGY 4
Incorporate smart growth principles and walkable communities into future land use decisions

STRATEGY 5
Incentivize businesses to include electric vehicle charging stations

STRATEGY 6
Promote and use Partners for a Clean Environment (PACE) sustainability services for businesses, and collaborate on a green business recognition program.

WASTE

INTRODUCTION

The City of Louisville is committed to developing policies, programs and infrastructure that will help residents and businesses with sensible resource management. This includes recycling difficult materials, increased access to composting capabilities, seasonal leaf and branch drops, and the safe management of hazardous materials.

WASTE GOAL

Achieve zero waste and manage resources responsibly and effectively.

INTERNAL

TARGET 1

Reduce production and increase landfill diversion of waste products

STRATEGY 1

Expand recycling programs to include hard to recycle materials (E.G. electronics and pharmaceuticals)

STRATEGY 2

Require triple-bin waste collection at City facilities (recyclables, compostable, trash)

STRATEGY 3

Establish City Comptroller purchasing guidelines that consider impact from product life-cycles.

EXTERNAL

TARGET 1

Develop educational programs to reduce business and residential waste

STRATEGY 1

Partner with local retailers to reduce the use of non-recyclable, non-compostable, and non-reusable containers

STRATEGY 2

Increase awareness through City's online sources regarding options for hard to recycle materials.

STRATEGY 3

Encourage the use of County Hazardous Materials Management Facility (HMMF)

STRATEGY 4

Promote and use Partners for a Clean Environment (PACE) sustainability services for businesses, and collaborate on a green business recognition program.

WASTE

EXTERNAL

TARGET 2

Adopt financial incentives for waste reduction by residents and businesses

STRATEGY 1

Institute a fee for single use plastic bags

STRATEGY 2

Promote markets for city-wide generated recyclables and compost

STRATEGY 3

Encourage use of County Hazardous Materials Management Facility through a no co-pay program

EXTERNAL

TARGET 3

Divert commercial waste disposal

STRATEGY 1

Support commercial food composting

STRATEGY 2

Provide free waste audits for businesses and support zero waste implementation by promoting services of Partners for a Clean Environment (PACE) program

LOCAL FOOD & AGRICULTURE

INTRODUCTION

Louisville residents are very vocal in expressing support for local food production and shopping options that include local produce. This plan section identifies actions that the city and community can work on to advance local food production and live reliably.

FOOD GOAL

Ensure a sustainable, safe and healthy food supply that is accessible to all.

EXTERNAL

TARGET 1

Develop system of City supported community gardens

STRATEGY 1

Pilot Community Garden near City center

STRATEGY 2

Conduct workshops for community gardening

EXTERNAL

TARGET 2

Develop citizen-based food sales program

STRATEGY 1

Allow citizens to sell locally produced items such as chicken, honey and produce.

STRATEGY 3

Track Community Supported Agriculture participation

STRATEGY 2

Provide resource information about local food economy

REFERENCES

TERMS & ABBREVIATIONS

GHG	Greenhouse Gases
LEED	Leadership in Energy and Environmental Design
LSAB	Louisville Sustainability Advisory Board
POV	Privately owned vehicle
RTD	Regional Transportation District
SOV	Single occupancy vehicle
USGBC	United States Green Building Council

LINKS

Executive Order 13693

https://www.fedcenter.gov/Announcements/index.cfm?id=27438&pge_pr_g_id=39297

Recovery Act

<https://www.whitehouse.gov/recovery/about>

Boulder County Comprehensive Plan

BoulderCounty.org/property/build/pages/bccp.aspx

Boulder County Sustainability Plan

www.BoulderCountySustainability.org

Louisville Master Plan

<http://www.louisvilleco.gov/home/showdocument?id=358>

Baseline Energy Study:

<http://www.louisvilleco.gov/home/showdocument?id=2140>





Sustainability Advisory Board

Study Session | April 26, 2016

2015 HIGHLIGHTS

- Sustainability Action Plan – Revised and Drafted (formerly called Roadmap)
 - Held public forums
 - Sustainability Survey
- Community Garden
 - Secured 501(c)(3)
 - Site approval
 - Awarded grant from Boulder County for construction

What Worked Well

- Sustainability Action Plan
 - Input from community experts such as PACE
- Community Garden
 - Ready to plant!

What Didn't Worked Well

- Sustainability Action Plan
 - Marketing for public forums
 - Getting broader survey responses
- Collaboration
 - Sharing and editing documents

Plans & Goals 2016

Sustainability Action Plan

Finalize Document

Adopt Plan

Community Gardens

Ready for 2016 growing season

Initiate 2nd Location

Green Businesses

Initial Awardees

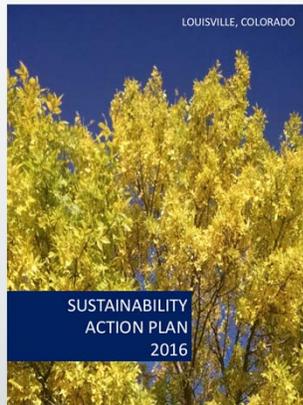
Recognition Program

Sustainability Coordinator

Define position benefits

Seek sources of funding

Sustainability Action Plan



5 Current Focus Areas:

1. Energy & Buildings
2. Water
3. Transportation
4. Waste
5. Local Food & Agriculture

Community Garden

- City's portion of the construction is nearly complete
- % of plots are committed
- Steering Committee has been elected by the gardeners
- Community related activities include:
 - Basic gardening class
 - Boy Scout Troup assisting with construction
 - CU Nutrition class assisting with site prep

Green Business

- Present program in May
- Deadline for applications September
- Evaluations in October
- Announcements in November
- Award reception in November

Council Feedback

- What does Council view as Sustainability Priorities?
- Sustainability Action Plan – feedback, revision, adoption
- Feedback on public comments regarding action plan (Forums? Survey?)

Board Recommendations for Council Support

- City Noise Ordinance
- 2nd City Community Garden
- Sustainability Coordinator Position

Questions for Council

- Has Council identified any gaps in LSAB's priorities?
- Are there areas of the Action Plan Council is hesitant to implement?
- How will Council use the community survey to inform future planning and budget priorities?

SUBJECT: LOUISVILLE LIBRARY BOARD OF TRUSTEES ANNUAL REPORT

DATE: APRIL 26, 2016

PRESENTED BY: SHERRI LANCTON, BOARD PRESIDENT

1. LIST HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR:

- LBOT continuing projects fulfilling our strategic plan to **Promote Literacy:**
 - One Book 4 Colorado – distribute books to pre-schools
 - On the Same Page – outreach to community, hanging posters, passing out flyers
 - Little Libraries – maintain and stock
- LBOT continuing projects fulfilling our strategic plan to **Build Community:**
 - Library Foundation Liaison
 - BOT information on website
 - Library Staff Appreciation Event
- LBOT continuing projects fulfilling our strategic plan to **Market the Library:**
 - Reaching out to Non-Users
 - Twice-yearly inserts in the City of Louisville newsletter
 - Back to school nights with Library staff
 - Visits to Balfour with Library staff
- Library highlights:
 - Goal: Improve Basic City Services:
 - New website
 - New catalog display/discovery layer (PIKA)
 - New Makerspace
 - STEM programs for all ages
 - Anatomy in Clay, Zometool pilot programs
 - ‘Discover NASA’: partnership with Space Science Institute’s National Center for Interactive Learning
 - Electronic fee payment
 - Goal: Improve coordination with BVSD
 - School visits by Children’s and Teen staff doubled, from 21 to 42.
 - Goal: Improve efficiency
 - Electronic selection and acquisition of materials

2. LIST PLANS/GOALS FOR THE NEXT TWO YEARS:

- **LBOT Goals:**
 - Identify marketing opportunities to Louisville and Superior residents, especially non-users
 - Ongoing support of programs
 - Support library staff in outreach to schools
 - Little library maintenance – painting, adding shelf
 - Celebrate the 10th Anniversary of the building

- **Library Goals:**

In conjunction with the goals of cultural services to “provide services, facilities, and activities that inform, involve, engage and inspire the community...” the library would like to:

 - Create an Early Learning area in Children’s to propel understanding of key pre-reading skills
 - Devote space in the Children’s division to ‘Tween’ users (upper elementary students)
 - Implement a Maker In Residence program with an artist or technologist
 - Re-tool adult computer area for greater usability and added seating
 - Increase e-books and other resources available for check-out to patrons. Example: Telescopes donated by the Longmont Astronomical Society
 - Digitize *The Louisville Times* run, 1942-2007
 - Promote “FindIT” Colorado app that allows smart phones to access the library website
 - Provide more STEM programs and open labs in the Makerspace by partnering with local experts and CU
 - Expand the Flatirons consortium to five libraries (Longmont and Lafayette joining in 2017)
 - Celebrate the 10th Anniversary of the building

Note – the above items are just highlights of all the activities and programs the Library is planning over the next 2 years.

- **Specific requests necessary to achieve goals:**
 - Makerspace improvements: rubber flooring and projector/screen. This was part of the original plan, but exceeded the budget. Now that the use of the space is growing, we’d like to offer a variety of classes that might be messy and would ruin the carpet. The rubber floor would be much easier to clean and be more durable than carpet. Instructors have needed a projector to enhance their classes.

- Digitize *The Louisville Times*. The Library has the only remaining print edition of *The Louisville Times* from 1942-2007. The newsprint is very fragile and cannot withstand much handling. Digitizing the papers through the State Library's Historic Newspaper Project will make them available online to residents and researchers 24/7. Digitizing also allows keyword searching, a huge benefit over paging through issues manually.
- Bookbike. The LBOT has discussed this for a year, but does not have the ability to make this happen on our own. Longmont has mobile libraries which have been very successful in reaching residents who don't use the library. They attract attention wherever they goes and would be used here in visits to schools, the Farmer's market, Friday night movies in the park, First Friday art walks, Superior bike races and festival, Taste of Louisville, etc. This is the next logical step after the Little Libraries and has the potential to reach many more residents.
- Changes in the Children's division. Staff seeks to enrich opportunities for young children to learn pre-reading skills in an Early Learning Center. Staff also recognizes the need to create an informal space for upper elementary school age children to read, sit, and do homework.
- New tables. The building is 10 years old and is starting to show some wear. The 22 tables used in the meeting room are failing and need to be replaced. Tabletops are splintering and legs are coming off. Some of the tables have been repaired more than once. New tables would be lightweight and on casters so they could be moved easily, which would reduce wear and tear.

3. IN WHAT AREAS DO YOU NEED CITY COUNCIL INPUT/FEEDBACK?

The LBOT recently learned about "impact fees", which are dollars to be used to support city services as the population expands. The Library is now in need of several improvements, including most of those listed above, that are directly related to the increase in population and visits to the library. If a portion of these fees are earmarked for the library, we would like to be better informed about this.

We would also like to know what the City Council expects from the LBOT and if there are additional ways that we can support the library.

4. DOES THE BOARD THINK TERM-LIMITS FOR BOARD MEMBERS WOULD BE A GOOD IDEA OR A BAD ONE?

We see both sides of this issue, but it has not been a problem either way for the LBOT. The advantage of term limits is, of course, the opportunity to provide

positions for more people in the community and to inject new ideas into the board. The disadvantage is the possible loss of knowledge/experience on the board.

After researching this, we noticed that the term for the LBOT is 5 years, while many other boards are 3 years. Given the longer term, it is very unusual for members to be on the board for more than 2 terms.

5. DOES YOUR BOARD HAVE PROBLEMS OR CONCERNS REGARDING MEMBER ABSENCES AT MEETINGS?

This is not generally a concern

6. DOES YOUR BOARD HAVE AN INFORMAL POLICY ABOUT ABSENCES FROM MEETINGS?

We have a formal policy in the by-laws. If a member misses more than 2 meetings a year, they can be asked to resign. This has not been invoked, because absences have generally been due to work travel, and those board members resigned when they realized the conflict.

7. DO YOU HAVE QUESTIONS FOR THE CITY COUNCIL?

- As in #3, we would like to know about your expectations for the LBOT
- If the impact fees earmarked for the library can't be used for our recommendations, we would like to understand why.

RECOMMENDATION:

Discussion

ATTACHMENT(S):

1. Presentation

Louisville Library Board of Trustees *City Council Study Session*

April 2016



Last Year's Highlights

- **Improve Basic City Services**
 - New Website
 - STEM Programs
 - Makerspace (opened in November, 2015)
 - Space Science Institute Partnership
- **Improve Coordination with BVSD**
 - School Visits
- **Improve Efficiency**
 - Electronic Selection and Acquisition of Materials

Makerspace Update

- Fundraising Goal: \$20,000
- Equipment
- Mentorship and Open Lab
- Programming

What is the role of the Library?

“The half-life of a skill is down to about four or five years, and genres have a lifetime of four to five years, so most learning in the future won’t go on in schools.”

Futurist John Seely Brown

“Libraries can help you get from too much information to knowledge.”

Norman Jacknis
Director of Technology at Cisco

GO ANYWHERE FROM HERE

Shifting Library Role

“We are a learning institution, not just an access institution.”

John Szabo, City Librarian, Los Angeles Public Library

"The role of the 21st-century library in the digital era is built on its three key assets:

People, Place and Platform"



"Rising to the Challenge: Re-envisioning Public Libraries"
Aspen Institute

People, Place, Platform

How has the Louisville Library supported these in the past year?

People	Place	Platform
Summer Reading	Free Wi-Fi	Makerspace
On the Same Page	Adult Classes	Discover NASA
Story Time	Study Rooms	New Website
School Visits	Meeting Rooms	New Catalog
STEM Instruction	Student Art Shows	Gale Courses
Read to Rover		

People, Place, Platform

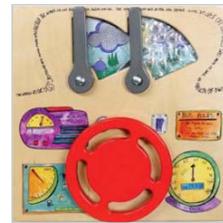
How can the Louisville Library support these in the next two years?



'Technologist in Residence' for the Makerspace.



Increase social and learning spaces for children of all ages.



People, Place, Platform

How can the Louisville Library Board support these in the next two years?

- Market the Library
- Support Library staff, programs
- Celebrate 10th Anniversary

DISCOVER YOUR LIBRARY
Learn Something New

Are you wondering about a new car or other major purchase? Try Consumer Reports.

Do you have a student going back to school?

Are you interested in your family history?

so anywhere from here



What does the Library need to support these in next 2 years?

- New tables for meeting rooms
- Makerspace improvements
- Early Learning Activity Area
- Tween Space
- Book Bike
- Digitizing *The Louisville Times*, 1942-2007

Community Outreach

The goal of Books on Bikes is to expand public access to the Public Library's services beyond the physical library buildings in an innovative way and to reach out to all of the diverse communities.

Denver
Boulder
Longmont
Seattle
Cleveland



Community Outreach

CO Play & Learn app for early literacy.



COMING SOON
CO PLAY & LEARN
APRIL 2016

Get kids ready to read with this fun FREE app designed for parents and caregivers by Colorado librarians

Staffing



Questions for City Council

- What are your expectations for the LBOT?
 - Impact fee allocation
-

Thank you!!

Sherri Lancton

Board President

Board Members

Richard Chamberlin

Renée Gurganis

Helana Lechner

Jeannie Schuman

Ashley Stoltzmann

Debra Williams

Louisville City Council Liaison
Superior Representative

SUBJECT: LOUISVILLE HISTORICAL COMMISSION ANNUAL REPORT

DATE: APRIL 26, 2016

**PRESENTED BY: DAN MELLISH, HISTORICAL COMMISSION CHAIR
MISSY DIEHL, HISTORY FOUNDATION CHAIR**

1. LIST HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR:

The highlights and successes of the past year show the ways in which the Louisville Historical Museum, with the help of the Louisville Historical Commission and the financial support of the Louisville History Foundation, fulfills the goals of Cultural Services for the City. These goals are to “provide services, facilities and activities that inform, involve, engage, and inspire the community and preserve the community heritage.”

- 2015 saw 2,913 Museum visitors. Including both these visitors and those people served at Museum programs at the Library, there was attendance by 3,030. Off-site programs such as historic walking tours drew additional participation by people interested in Louisville history.
- 300 school children, parents, and teachers toured the three Museum buildings with their classes to learn about Louisville history.
- Museum staff digitized 1,232 photos and archival materials, preserving them for the future.
- Museum staff put 971 digitized images online, allowing for online access and research.
- Recording of oral histories of residents continued, preserving stories and memories of Louisville.
- The Commission honored Ted and Carolyn Manzanares, long-time owners of Senor T’s Restaurant on Main Street, by presenting them with the Pioneer Award in January 2016.
- *The Louisville Historian* was sent to over 850 households, businesses, and organizations each quarter, sharing Louisville’s past and highlighting the contributions of those who are part of its story.
- As of the end of 2015, the Louisville History Foundation had 705 paying members, a very high membership rate for a city of Louisville’s size.
- The Commission and Foundation jointly participated in the Labor Day parade, helping build brand awareness in the community.
- Museum staff continued writing detailed historical property reports for the Historic Preservation Commission to use to inform its decisions, and also continued to provide historic information to the City’s Open Space staff for use in interpretive signage.
- Museum staff worked on new exhibits and exhibit makeovers highlighting photos and artifacts from the Museum’s collection.

- The popular Museum events during the First Friday Arts Walks were instituted in 2015 and capitalized on the Museum being the northern anchor of the downtown business district, and are continuing in 2016 with topics focusing on the food theme of “Louisville’s Larder.”
- The Museum began to expand its outreach programming to schools, organizations, and businesses, with even more outreach activities planned for 2016.
- Members of the Commission and Museum staff met with several boards and commissions to discuss common interests and the vision for an expanded Museum campus and visitor center on Main Street.
- The Museum Master Plan process continued, with a business plan consultant visit taking place at the end of 2015 and the Commission in 2015 adopting a Collections Management Policy, Volunteer Policy, and Visitor Policy to be included in the Master Plan. The Commission in 2015 also reviewed and gave feedback on a draft of the Interpretive Plan that will be part of the Master Plan in 2016 along with the Needs Assessment Report and the Business Plan.

2. LIST PLANS/GOALS FOR THE NEXT TWO YEARS:

- Completion and adoption of the Historical Museum Master Plan including the Business Plan
- Complete Historic Structure Assessments on the Tomeo House and the Jacoe Store
- Move forward with implementing the 2014 Needs Assessment
 - Initial design of the new Visitor’s Center/Community House building for the expansion of the Historical Museum Campus
 - Start applying for grants for the construction of the new Visitor’s Center/Community House building on the Historical Museum Campus
 - Begin fund raising/private donation campaign for the construction of the Visitor’s Center/Community House
- Expansion of programs available for schools and the community featuring the resources of the Historical Museum
- Work with members of the Historic Preservation Commission on planning for the extension of the current Historic Preservation Tax due to sunset in 2018

3. IN WHAT AREAS DO YOU NEED CITY COUNCIL INPUT/FEEDBACK?

- How we can move forward with the implementing the 2014 Needs Assessment that was prepared by Metcalfe Architecture & Design?
- We request that City Council include \$227,500 for a Schematic/Conceptual design for a new building on the Museum campus which was outlined in the 2014 Needs Assessment. This is a project that is strongly supported by members of the Commission and Foundation, and we believe that it would benefit the downtown business district and the entire community. The attached letter from Metcalfe

Architecture & Design provides additional information about the \$227,500 cost estimate for the design of a new building.

- The Commission and Foundation are in support of the Historic Preservation Tax renewal ballot language being written so as to ask voters to approve of the use of the Historic Preservation Fund to help pay for Museum operations, and are requesting City Council's support for it.

4. DOES THE BOARD THINK TERM-LIMITS FOR BOARD MEMBERS WOULD BE A GOOD IDEA OR A BAD ONE?

- Members of the Commission do not feel that it would be in the best interest of the Commission to have term-limits for board members. The members believe that it is better to have continuity with its members in order to keep moving forward with our goals.

5. DOES YOUR BOARD HAVE PROBLEMS OR CONCERNS REGARDING MEMBER ABSENCES AT MEETINGS?

- Members of the Commission do not have any problems or concerns with member absences. There has been an occasional lack of a quorum, but this has not been a major problem.

6. DOES YOUR BOARD HAVE AN INFORMAL POLICY ABOUT ABSENCES FROM MEETINGS?

- No

7. DO YOU HAVE QUESTIONS FOR THE CITY COUNCIL?

- What do you see as the most viable options for funding a portion of the costs to expand and renovate the Historical Museum's campus?
- The Commission is asking the City to be a responsible steward of the Museum and its collection and to help the Museum provide more value to the community. We understand that there are various needs within the City and would like to know how the Museum campus can move to the forefront of consideration for future City planning and funding.

RECOMMENDATION:

Discussion

ATTACHMENT(S):

1. Letter dated April 5, 2016 from Metcalfe Architecture & Design with information about the cost estimate for a new building design
2. Presentation



Louisville Visitor Center and Historical Museum
Cost Estimate Assumptions Narrative
MA&D #1450

April 5, 2016

In December, 2014, working with the staff of the Museum and Louisville Library, Metcalfe Architecture & Design completed a Campus Master Plan to create an integrated approach to the visitor experience and physical plant, as well as a new museum building on the campus.

The following provides a narrative explanation for the assumptions we made in establishing the potential costs for the project. The document below is divided into two main categories:

- **Hard Costs** for building construction, site work, and renovation, and for exhibit fabrication and installation; and,
- **Soft Costs** for architectural and exhibit design fees.

Each of the categories above is further broken into the architecture and exhibit scopes of work.

Hard Costs
Architecture

Our cost estimator, Becker & Frondorf (B&F), a nationally recognized cost consulting and project management firm based in Philadelphia, has a particular emphasis on museum buildings and sites. For the new building, the “Visitor Center/Community House,” they assumed a high degree of environmental control, particularly for the second floor and basement which must meet museum standards for collections and archive storage. They also assumed a non-LEED certified building.

Their assumptions for the renovations to the Tomeo House and Jacoe Store included a close adherence to historic preservation standards. Renovations to the Jordinelli House are interior changes only.

Overall, their estimates were based on local (Louisville, CO area) prevailing labor and material costs at the time of their estimate, November, 2014. They used standard unit costs for all categories. They also assumed a 15% contingency for each scope of work. Presumably, that number would shrink as the design documents are refined.

NOTE: The documents upon which B&F based their estimates were conceptual ideas, reflecting the nature of a Master Planning phase, with

little benefit of a full design process. We assume another cost estimate exercise, at the conclusion of the first step in design following the Master Plan, would deliver a more accurate picture of the cost at the time of construction. When the project moves forward, we assume the process would follow a traditional set of phases, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration.

Exhibits

Without benefit of any design process for the exhibits, beyond the most general descriptions in the Campus Planning document, we relied on the rule-of-thumb accepted in the museum field of \$400 per square foot for high-production value, archival quality exhibits and case-work with a modest amount of digital experiences. These are assumptions with significant impact on the projected cost and would need to be studied and tested early in the design process.

We also assumed an amount of space within each of the buildings on the site that would be devoted to exhibition space, as well as a significant number of interpretive interventions in the exterior spaces of the site. As stated above, these assumptions will be studied and tested early in the process. A phased approach to the project, i.e. breaking the project into discrete components that are designed and completed separately, may realize savings in initial investment. Focusing the exhibit spaces within each of the buildings may also lower total costs.

Soft Costs

Architecture

Like the Hard Costs described above, the architectural design fees were determined by industry standards rules-of-thumb, and are set at 10% of the construction costs. Actual costs will be established as the scope of work is defined and the manner in which the City of Louisville decides to bid the project.

The fees include the following design disciplines:

- Architectural design
- Landscape Architecture
- Civil Engineering
- Mechanical, Electrical, and Plumbing Engineering
- Structural Engineering
- Lighting
- Acoustics
- Cost Estimating

Total architecture design fees are projected to be \$227,500 based on a total construction cost of \$2,275,000. These fees cover Schematic Design, Design Development, Construction Documents, and Construction Administration.

Exhibits

Exhibit design fees are similarly set at the industry standard rule-of-thumb of 25% of the fabrication/installation costs. There is a great deal of work to do in the early next steps to establish the extent of new exhibition space, the level of production values, the amount of digital interactivity, among many other parameters that will have a significant impact on where the fee actually ends up.

The exhibit design fees include the following design disciplines:

- Exhibit design
- Acoustics (may be the same consultant for the building)
- Lighting (may be the same consultant for the building)
- Fabrication (for cost estimating and technical consulting)

Digital media design fees are not included, and the extent to which this scope is required would be determined early in the planning process.

Exhibit design fees are projected to be \$195,000 based on a total fabrication and installation cost of \$780,000. These fees cover the subsequent design, documentation, bidding, and administration phases in coordination with the architecture design and construction process.



ANNUAL REPORT: LOUISVILLE HISTORICAL COMMISSION

CITY COUNCIL STUDY SESSION
April 26, 2016



Investing **our past** into **our future**.

MAINTAIN SMALL TOWN CHARACTER



*“Perhaps the biggest benefit of **heritage tourism** is that opportunities increase for diversified economies, ways to prosper economically while **holding on to the characteristics that make communities special.**”*

— National Trust for Historic Preservation

PROTECT AND PRESERVE LOUISVILLE'S HISTORY



*“Heritage tourism is traveling to experience the places and activities that **authentically represent the stories and people of the past.**”*

— National Trust for Historic Preservation



PROMOTE ECONOMIC SUSTAINABILITY

“Preserving historic, cultural, and natural resources combines with the development and marketing of tourism to sustain local economies.”

— National Trust for Historic Preservation



LOUISVILLE HISTORY

FOUNDATION

FUNDING SOURCES

- Recruit a capital fundraising committee
- Collaborate with the City to seek and apply for grants
- Engage local businesses at a higher level of financial support with more robust recognition benefits.
- Expand annual giving efforts by recruiting more members and increasing membership fees
- Host a future signature fundraising event



LET'S DISCUSS

- What do you see as the most viable options for funding a portion of the costs to expand and renovate the Historical Museum's campus?
- The Commission is asking the City to be a responsible steward of the Museum and its collection and to help the Museum provide more value to the community. We understand that there are various needs within the City and would like to know how the Museum campus can move to the forefront of consideration for future City planning and funding.

