

City Council

Special Meeting Agenda

Tuesday, January 17, 2023
Library Meeting Room
951 Spruce Street
6:00 PM

Members of the public are welcome to attend remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID **#876 9127 0986**.
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/council

The Council will accommodate public comments during the meeting. Anyone may also email comments to the Council prior to the meeting at Council@LouisvilleCO.gov.

1. CALL TO ORDER

2. ADOPTION OF 2023 CITY COUNCIL WORK PLAN

- Facilitator Presentation
- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Discussion
- Action

3. ADJOURN

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office (303.335.4536 or 303.335.4574) or ClerksOffice@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión del Consejo, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email ClerksOffice@LouisvilleCO.gov.

SUBJECT: ADOPTION OF 2023 CITY COUNCIL WORK PLAN

DATE: JANUARY 17, 2023

**PRESENTED BY: JEFF DURBIN, CITY MANAGER
MEGAN DAVIS, DEPUTY CITY MANAGER
EMILY HOGAN, ASSISTANT CITY MANAGER**

SUMMARY:

On December 12, 2022 City Council held its annual work planning retreat to identify the issues and projects they would like to consider for their 2023 work plan. On January 17th City Council will finalize the 2023 work plan, which will reflect their priorities on issues that require City Council policy direction or guidance. The work plan includes issues that City Council plans to address throughout the course of the year, the approximate meeting time Council will devote to each issue, and a rough schedule (by quarter) when Council will consider each issue. In addition, the City Council work plan helps staff prioritize internal work plans and schedule the work that is needed to bring to City Council for engagement.

The second work planning session will be facilitated by June Ramos. A detailed agenda for the facilitated session is attached. The draft version of the proposed work plan includes all the items City Council identified for consideration during the initial work planning discussion. At that meeting, Council reviewed all 2022 carry-forward items, staff recommendations, and board/commission recommendations to determine their initial list of potential items.

At this meeting City Council will narrow the work plan to those items that can reasonably be addressed within 2023 by Council and staff, prioritize the items on the work plan, determine the timing for consideration of the items and how much time must be dedicated to each item. Once completed, staff will use the approved Council work plan to develop the advanced agenda for this year.

Prior to the second work planning retreat, City Council completed a survey to identify their top five new items for the 2023 work plan. Staff reviewed each of the items proposed by Council to estimate how much staff time would be necessary to complete the project/issue. Staff considered the project/issue in relation to ongoing operations, other CIP projects and plans, as well as in relation to each of the proposed work plan items that impacts their work. An estimate of City Council-required engagement was considered, as well as any involvement of boards/commissions.

The proposed work plan includes 26 items excluding recurring/ongoing items that require Council engagement. Half the projects proposed have a high impact on staff time, meaning significant staff time must be dedicated to support and advance the

SUBJECT: CITY COUNCIL ANNUAL WORK PLAN

DATE: JANUARY 17, 2023

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project. The Comprehensive Plan update and ongoing Marshall Fire recovery alone will require extensive community engagement, management of consultant partners, involvement of all City departments, and staff and Council attention. The staff Executive Leadership Team (ELT) has started to develop the organizational work plan for the year, and the initial list reflects 50 - 60 project items that are above and beyond the regular day to day operational work of each of the departments and involve cross-departmental collaboration. Many of these items are not on the Council work plan as they don't require policy direction (space/facility needs assessment, disaster plan updates, grant applications, utility billing process updates, SH 42 improvements design/engineering, etc.). Given the anticipated workload and staffing changes, capacity will be an important factor for Council to consider.

In addition, there are several items that may require resources not included in the 2023 budget which are denoted with a footnote in the work plan. If City Council advances these items for inclusion on the work plan, staff will bring back any necessary budget amendments for resource supports necessary for completion.

The goal of the second City Council work planning session is to agree on which items to keep/remove from the draft work plan, during which quarter(s) in 2023 City Council will consider each item, the type of meeting and how many meetings will be required for City Council engagement, and the priority level for each item. The priority level is important as the year goes on, because if high priority items take more time than planned, lower or medium priority projects may be shifted to complete the high priority projects. If staff does not have time to complete all high and medium priority projects, the low priority projects may be delayed and/or not completed until the following year.

Attached is a clean copy of the draft 2023 work plan, incorporating all these changes and additions. The version considered on December 12, 2022 is also attached.

FISCAL IMPACT:

The City Council Work Plan outlines the issues and items that the Council plans to address throughout the year. The Work Plan reflects items that are already included in the 2023 budget as well as items that are anticipated to have a fiscal impact. Should a work plan item drive additional financial needs, staff will bring forward a budget amendment request for Council consideration.

PROGRAM/SUB-PROGRAM IMPACT:

One of the objectives of the Governance & Administration Sub-Program is providing governance based on a thorough understanding of the community's diverse interests executed through clear and effective policy direction. The annual City Council Work Plan helps set the agenda for Council policy direction and governance.









RECOMMENDATION:

Staff recommends City Council finalize and approve the 2023 Work Plan.

ATTACHMENT(S):

- 1. Work Plan discussion agenda
- 2. Proposed 2023 Work Plan
- 3. 2023 work planning survey results
- 4. Dec. 12 Work Plan draft
- 5. 2022 Work Plan

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>	 Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>	 Reliable Core Services
<input checked="" type="checkbox"/>	 Vibrant Economic Climate	<input checked="" type="checkbox"/>	 Quality Programs & Amenities
<input checked="" type="checkbox"/>	 Engaged Community	<input checked="" type="checkbox"/>	 Healthy Workforce
<input checked="" type="checkbox"/>	 Supportive Technology	<input checked="" type="checkbox"/>	 Collaborative Regional Partner

City of Louisville
City Council Work Plan
January 17, 2023 - 5:30 pm
Agenda

Agenda

- | | |
|--------------------|---|
| 5:30 – 6:00 | Dinner |
| 6:00 – 6:15 | Meeting Purpose/Outcomes |
| 6:15 – 6:30 | Working Agreements – Brief Review |
| 6:30 – 8:00 | Prioritization of Council Goals <ul style="list-style-type: none">• Document Review – Megan Davis<ul style="list-style-type: none">○ Work Plan/layout○ Review results of Survey Monkey prioritization votes○ Additions to the list• Prioritization Process – June Ramos<ul style="list-style-type: none">○ Remove items from list/no votes○ Discussion of current voted priorities/additions○ Consensus on final priorities |
| 8:00 – 8:15 | Working Agreements –
What else is needed to guide us successfully into 2023? |

2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
Carryforward and Ongoing:						
1	Administration & Support Services/Public Safety & Justice	Equity, Diversity, and Inclusion: <ul style="list-style-type: none"> - Continued implementation of Louisville EDI Task Force and Blueprint recommendations - Update City programs and services with equity approach (Library fines, etc.) 	2022 Council Work Plan	Medium	2 Council meetings	Q2 & Q4
2	Administration & Support Services	City Climate Change/Greenhouse Gas Reduction Initiatives: <ul style="list-style-type: none"> - Complete and begin implementation of internal strategic decarbonization plan for City facilities and operations - Discuss Xcel community decarbonization plan and policy/program opportunities² 	2022 Council Work Plan	High	4 Council meetings	Q1-Q4
3	Community Design	Comprehensive Plan Update 10-Year Update: <ul style="list-style-type: none"> - Market/Leakage Study in advance of Comp Plan Update (separate process that informs Comp Plan) 	2022 Council Work Plan	High	4-6 Council meetings	Q1-Q4
4	Utilities	Solid Waste/Trash Contract Renewal: <ul style="list-style-type: none"> - Current contract expires in 2023 - Customer survey review - RFP review/refinement/issuance and contract award 	2022 Council Work Plan & existing contract	High	3 Council meetings	Q1-Q4
5	Open Space. Administration & Support Services, Public Safety	Community Resilience and Fire Mitigation Strategies on Public Land: <ul style="list-style-type: none"> - Research/data from assessment - Proposed maintenance strategies² - Community resilience and preparedness planning 	2022 Council Work Plan	High	2 Council meetings	Q2 – Q3

¹ Work Plan items are not listed in priority order. Numbering is for reference only.

² Item may require additional funding that is not currently budgeted.

2023 Louisville City Council Work Plan – PROPOSED ITEMS
1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
6	Transportation / Community Design/ Economic Prosperity	Transportation Master Plan Development & Implementation: <ul style="list-style-type: none"> - Future 42 plan next steps - Determine interest in partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR)² 	2022 Council Work Plan	Medium	2 – 3 Council meetings	Q1 – 4
7	Community Design/Open Space & Trails	Open Space Zoning: <ul style="list-style-type: none"> - Consideration of rezoning ordinance for open space lands 	2022 Council Work Plan	Medium	2 Council meetings	Q2-Q3
8	Community Design	Update Development Impact Fees: <ul style="list-style-type: none"> - Conduct 5-year update to fees, required by ordinance (Requires budget adjustment) 	2022 Council Work Plan	Medium	1-2 Council meeting	Q1 – Q3
9	Community Design	Complete Affordable Housing Study and Strategic Plan, and consider desired strategies for implementation/adoption <ul style="list-style-type: none"> - Approve inclusionary housing IGA for administration of program (prior to study completion) - Consideration of ADUs for Marshall Fire rebuilds (prior to study completion) 	2022 Council Work Plan	High	4 - 6 Council meetings	Q1-Q4
10	Administration & Support Services	2024 Budget Updates/Adoption <ul style="list-style-type: none"> - Marshall Fire Budget/Financial Impacts 	Required adoption	High	2 – 3 Council meetings	Q1 – Q4
11	Community Design	Complete Old Town Overlay	2022 Council Work Plan	High	2 Council meetings	Q1

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2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter
12	Parks/Open Space and Trails	Parks/Streetscapes Maintenance Management Plan: <ul style="list-style-type: none"> - Identify priority investments based on plan (including median renovations) - Address resource needs to implement plan - Create asset management plan² 	2022 Council Work Plan	Medium	2 Council Meeting	Q1 – Q3
Required projects/items:						
13	Transportation	Paving/PCI update <ul style="list-style-type: none"> - Including Marshall Fire damaged road improvements 	2022 Council request	Medium	1 Council meeting	Q1
14	Community Design	Residential Dark Sky Lighting- Add residential dark lighting standards to the zoning code (Pre-work completed in 2021)	Previous City Council Work Plan	Medium	2 Council meetings	Q1-Q2
15	Parks, Recreation & Open Space	Parks & Open Space Sales Tax <ul style="list-style-type: none"> - Sunset at end of 2023 and would need to be renewed, revised, etc. through a ballot measure - Potential sub-committee to discuss/review 	Existing tax	High	3 Council meetings	Q1-Q3
16	Transportation	NW Rail Station Planning <ul style="list-style-type: none"> - Planning review of station 	RTD NWR Regional Study	Low	1 Council meeting	Q1-Q2
17	Community Design	Gas Station Moratorium <ul style="list-style-type: none"> - Consideration of any ordinance amendment that would place limitations on new gas stations 	Council	High	2 Council meetings	Q1 – Q2
18	Community Design, Admin & Support Services	Boulder County Super IGA update/renewal	Expiration in 2023	Medium	2 Council meetings	Q2 – Q3

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2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
City Council Priority Items:						
19	Community Design	Sketch-plan/Concept review process – Revise the planning process to allow for a preliminary review of project concepts. (Timed before comp plan process)	Council (4)	Medium	2-3 Council meetings	Q2 – Q3
20	Administration & Support Services	Review of Board and Commissions, appointment process, criteria, and restrictions including: - Size of Boards/Commissions - Roles and Responsibilities - Term lengths - Term limits - Application form - Recruitment process - Onboarding process - Equity, Diversity and Inclusion - Opportunities to engage with Council	Council (4)	High	1 – 4 Council Meetings	Q2 – Q3
21	Community Design, Economic Vitality, Admin & Support Services	Prohibit the sale and use of gasoline powered landscape equipment	Council (3)	High	3 Council Meetings	Q3 – Q4
22	Community Design, Admin & Support Services	Comp Plan Municipal Futures – in an effort to develop consensus and set tone conduct a one day city council workshop on developing principles of the future vision of Louisville, while developing city council skills at deliberating, negotiating and reaching positive	Council (2)	Medium	1 full day meeting	Q1 – Q2

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2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter
		consensus. This would be a step before launching comprehensive plan. ²				
23	Administration & Support Services	Review Council Rules of Procedure regarding: Council Electronic/remote participation in meetings	Council (2)	Low	2 Council meetings	Q1 – Q2
24	Administration & Support Services	Campaign Rules and Limits	Council (2)	Medium	2 – 3 Council Meetings	Q2 – Q3
25	Administration & Support Services	Airport Impact Mitigation Efforts: <ul style="list-style-type: none"> Lead a pollution mitigation study² 	Council (2)	High	2 – 3 Council Meetings	Q2 – Q4
26	Administration & Support Services	Airport Impact Mitigation Efforts: <ul style="list-style-type: none"> Co-develop a noise reporting app and IGA for airport impacted communities² 	Council (2)	High	2 – 3 Council Meetings	Q3 – Q4
City Council Annual/Recurring Items:						
27	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	Annual Item	High	1 Council Meeting	Q1-Q2 (CC) Q3 (FC)
28	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	Annual Item	Low	1 Council Meeting	Q3
29	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	Council	High	Update memos	Q2 – Q4

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2023 Louisville City Council Work Plan – PROPOSED ITEMS
1/17/2023 DRAFT

Number¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
30	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	Annual Item	Medium	2 Council Meetings/Exec Session	Q3-Q4
31	Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	Annual Item	Low	2 Council Meetings	Q1 & Q4
32	Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	Annual Item	Medium	3 Council Meetings	Q4
33	Administration & Support Services	Board & Commission Updates: meetings with boards/commissions to provide updates to Council	Annual Item	Low	Depends on Structure of Meetings	Q1-Q4
34	Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Ongoing	Varies	Varies	Varies
35	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: <ul style="list-style-type: none"> • Marshall Fire Recovery • Transportation, Northwest Rail • Minimum wage • Affordable housing • Residential/Commercial building code cohort 	Ongoing	Varies	Varies	Varies

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2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
36	Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Ongoing	Varies	Varies	Varies
37	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Ongoing	Varies	Varies	Varies
38	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Ongoing	Varies	Varies	Varies

Items not prioritized for 2023 Work Plan:

- Consider use of current or future public land dedications for pickleball courts and soccer and multi-purpose fields²
- Repealing breed specific bans and dog licensing requirements
- Rules of procedure - Review applicant presentation limits
- Rules of procedure - How to handle Councilmember requests that Council express a position *as a body* about an issue of public concern that Council does not have within its purview and would not otherwise come before it for decision, whether Council should express a position and, if so, what should be said and in what form.
- Rules of procedure - Inclusive participation, potential disenfranchisement, and EDI

Items to discuss for 2024 Work Plan:

- Plan to incorporate and prioritize Sustainability and DEI into all city functions, operations, and communications.
- Follow-up check in on Colorado FAMLI leave program
- Revise sustainability plan to focus on high-impact projects and KPI's to reduce GHG and to proper water usage, conservation, etc

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2023 Louisville City Council Work Plan – PROPOSED ITEMS 1/17/2023 DRAFT

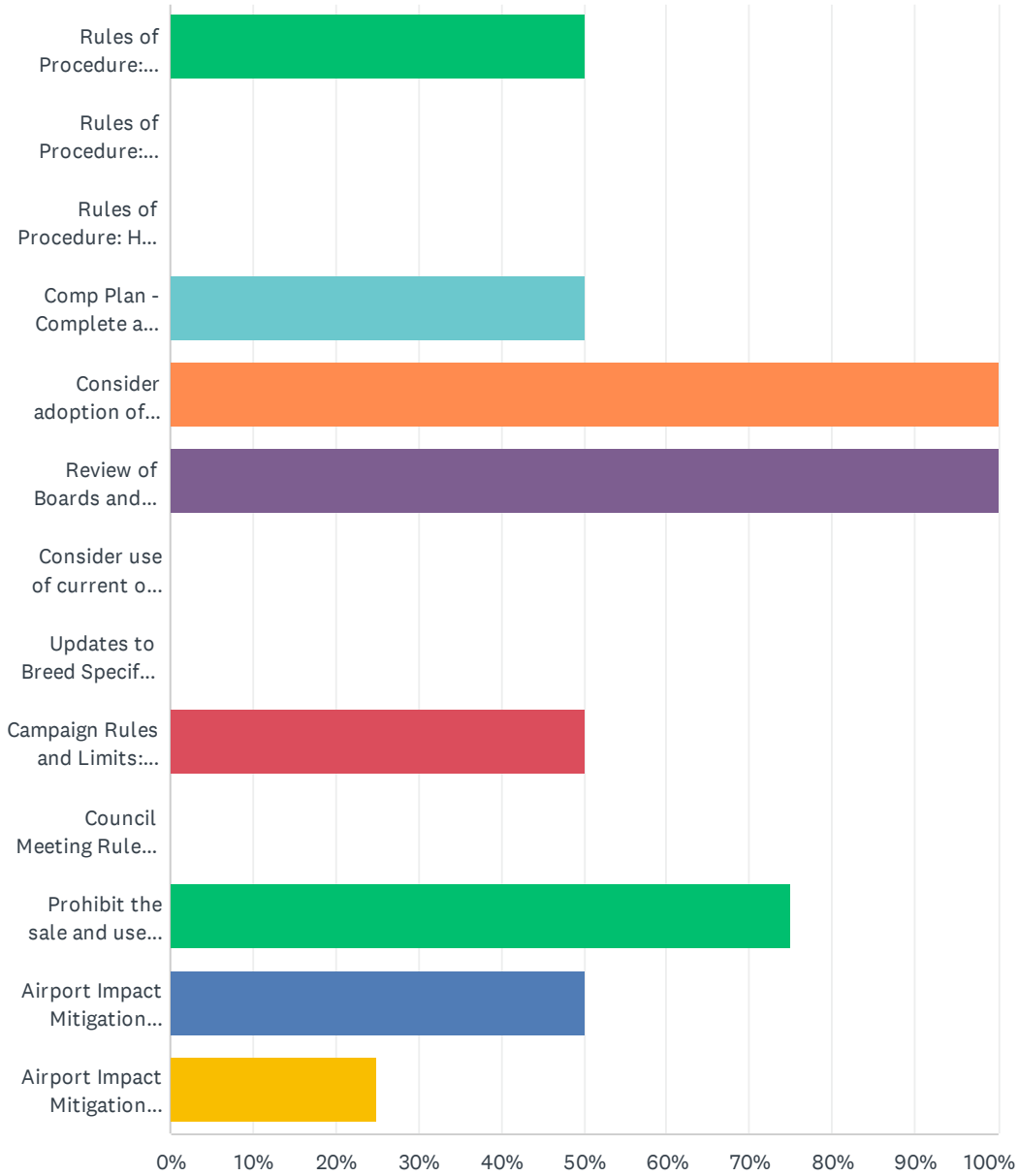
- In coordination with Comp Plan (and Small Area Plans if part of the process) revise/update municipal codes, zoning, design standards and guidelines and any other legally binding municipal documents to reflect vision, objectives and priorities of the new Comp and Small Area Plans
- Review of planning and building code for consistency with sustainability (environmental, economic and social sustainability) goals/guidance

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Q1 Pick your top five (5) potential New Initiatives for the 2023 City Council Work Plan:

Answered: 4 Skipped: 0



2023 Work Plan Survey

ANSWER CHOICES	RESPONSES	
Rules of Procedure: Electronic Participation in Meetings	50.00%	2
Rules of Procedure: Inclusive participation, disenfranchisement and EDI	0.00%	0
Rules of Procedure: How to address Councilmember requests that for Council to express a position as a body regarding issues of public concern that is are not typically within Council's purview, and how that might occur.	0.00%	0
Comp Plan - Complete a municipal futures Council workshop in advance of the comp plan to help Council co-develop principles around the future vision of Louisville.	50.00%	2
Consider adoption of Sketch Plan process for land use proposals	100.00%	4
Review of Boards and Commissions for structure, size, term limits, application and recruitment process, EDI, opportunities to engage with Council, etc.	100.00%	4
Consider use of current or future public land dedications for pickleball courts and soccer and multi-purpose fields	0.00%	0
Updates to Breed Specific Ban and Dog Licensing Requirements	0.00%	0
Campaign Rules and Limits: Election/Campaign contributions limit ordinance	50.00%	2
Council Meeting Rules: Limit applicant presentation length time to 30 min	0.00%	0
Prohibit the sale and use of gasoline powered landscape equipment	75.00%	3
Airport Impact Mitigation efforts: Complete lead and pollution mitigation study	50.00%	2
Airport Impact Mitigation efforts: Co-develop a noise reporting application and IGA for airport impacted communities	25.00%	1
Total Respondents: 4		

Q2 List any additional work plan items you would like considered for the 2023 City Council Work Plan.

Answered: 3 Skipped: 1

Q3 List any Carryforward/Ongoing work plan items you would not like to continue and would like considered for removal from the 2023 City Council Work Plan.

Answered: 2 Skipped: 2

Q2 List any additional work plan items you would like considered for the 2023 City Council Work Plan.

Answered: 3 Skipped: 1

#	RESPONSES	DATE
1	Health Beverages Ordinance for Kids meals in partnership with BCPH	1/7/2023 3:11 PM
2	Combine the first 2 issues on council meeting rules Quarterly reporting on airport issues during city council meetings	1/5/2023 5:14 PM
3	parks, Recreation and Open Space Tax	1/5/2023 1:36 PM

Q3 List any Carryforward/Ongoing work plan items you would not like to continue and would like considered for removal from the 2023 City Council Work Plan.

Answered: 2 Skipped: 2

#	RESPONSES	DATE
1	New rail station planning Rail station is a fantasy for at least a decade.	1/5/2023 5:14 PM
2	open space zoning	1/3/2023 4:28 PM

2023 Louisville City Council Work Plan – PROPOSED ITEMS
12/12/2022 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
Carryforward and Ongoing:						
1	Administration & Support Services/Public Safety & Justice	<ul style="list-style-type: none"> Equity, Diversity, and Inclusion: <ul style="list-style-type: none"> Continued implementation of Louisville EDI Task Force and Blueprint recommendations Update City programs and services with equity approach (Library fines, etc.) 	2022 Council Work Plan	Medium	2 Council meetings	Q2 & Q4
2	Administration & Support Services	<ul style="list-style-type: none"> Airport Impact Mitigation Efforts: <ul style="list-style-type: none"> Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable Explore opportunities for lead and pollution mitigation 	2022 Council Work Plan	Low	Quarterly memo updates	Q1-Q4
3	Administration & Support Services	<ul style="list-style-type: none"> City Climate Change/Greenhouse Gas Reduction Initiatives: <ul style="list-style-type: none"> Complete and begin implementation of internal strategic de-carbonization plan for City facilities and operations 	2022 Council Work Plan	High	2 Council meetings	Q2-Q3
4	Community Design	<ul style="list-style-type: none"> Comprehensive Plan Update 10-Year Update: <ul style="list-style-type: none"> Market/Leakage Study in advance of Comp Plan Update (separate process that informs Comp Plan) 	2022 Council Work Plan	High	4-6 Council meetings	Q1-Q4
5	Utilities	<ul style="list-style-type: none"> Solid Waste/Trash Contract Renewal: <ul style="list-style-type: none"> Current contract expires in 2023 Customer survey review 	2022 Council Work Plan & existing contract	High	3 Council meetings	Q1-Q4

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Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
		- RFP review/refinement/issuance and contract award				
6	Open Space. Administration and Support Services, Public Safety	<ul style="list-style-type: none"> • Community Resilience and Fire Mitigation Strategies on Public Land: <ul style="list-style-type: none"> - Research/data from assessment - Proposed maintenance strategies - Community resilience and preparedness planning 	2022 Council Work Plan	High	2 Council meetings	Q1 – Q2
7	Transportation/ Community Design/ Economic Prosperity	<ul style="list-style-type: none"> • Transportation Master Plan Development & Implementation: <ul style="list-style-type: none"> - Future 42 plan next steps - Determine interest in partnership with LRC for construction of underpasses in the URA 	2022 Council Work Plan	Medium	1 – 2 Council meetings	Q3 - 4
8	Community Design/Open Space & Trails	<ul style="list-style-type: none"> • Open Space Zoning: <ul style="list-style-type: none"> - Consideration of rezoning ordinance for open space lands 	2022 Council Work Plan	Medium	2 Council meetings	Q2-Q3
9	Community Design	<ul style="list-style-type: none"> • Update Development Impact Fees: <ul style="list-style-type: none"> - Conduct 5-year update to fees, required by ordinance 	2022 Council Work Plan	Medium	1 Council meeting	Q1
10	Community Design	<ul style="list-style-type: none"> • Affordable Housing Study <ul style="list-style-type: none"> - Develop tactics for incentivizing the development of affordable housing 	2022 Council Work Plan	High	2-3 Council meetings	Q1-Q3
11	Administration and Support Services	<ul style="list-style-type: none"> • 2024 Budget Updates/Adoption <ul style="list-style-type: none"> - Marshall Fire Budget/Financial Impacts 	Required adoption	High	2 – 3 Council meetings	Q1 – Q4

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12/12/2022 DRAFT

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12	Community Design	<ul style="list-style-type: none"> Old Town Overlay 	2022 Council Work Plan	High	2 Council meetings	Q1
13	Parks/Open Space and Trails	Parks/Streetscapes Maintenance Management Plan: <ul style="list-style-type: none"> Identify priority investments based on plan (including median renovations) Address resource needs to implement plan Create asset management plan 	2022 Council Work Plan	Medium	1 Council Meeting	Q1
New Items:						
14	Transportation	<ul style="list-style-type: none"> Paving/PCI update <ul style="list-style-type: none"> Including Marshall Fire damaged road improvements 	2022 Council request	Medium	1 Council meeting	Q1
15	Community Design	<ul style="list-style-type: none"> Residential Dark Lighting <ul style="list-style-type: none"> Add residential dark lighting standards to the zoning code 	Previous City Council Work Plan	Medium	2 Council meetings	Q1-Q2
16	Parks, Recreation & Open Space	<ul style="list-style-type: none"> Parks & Open Space Sales Tax <ul style="list-style-type: none"> Sunset at end of 2023 and would need to be renewed, revised, etc. through a ballot measure 	Existing tax	High	3 Council meetings	Q1-Q2 (staff and CC), Q3 (resolution and ballot)
17	Transportation	<ul style="list-style-type: none"> NW Rail Station Planning <ul style="list-style-type: none"> Planning review of station 	RTD NWR Regional Study	Low	1 Council meeting	Q1-Q2
18	Community Design	<ul style="list-style-type: none"> Review of planning and building code for consistency with sustainability (environmental, economic and social sustainability) goals/guidance 	2022 Council request	High	2 – 4 Council meetings	Q2 – Q4

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Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
19	Administration and Support Services	<ul style="list-style-type: none"> Follow-up check in on Colorado FAMLI leave program 	2022 Council request	Low	1 Council meeting	Q3 – Q4
20	Administration & Support Services	<ul style="list-style-type: none"> Review Council Rules of Procedure regarding: Remote meetings and in-person Council participation Inclusive participation, potential disenfranchisement, and EDI Councilmember requests that Council express a position <i>as a body</i> about an issue of public concern that would not otherwise come before it for decision, whether Council should express a position and, if so, what should be said and in what form. 	2022 Council request	Low	2 Council meetings	Q1 – Q2
21	Community Design	<ul style="list-style-type: none"> Affordable Housing - Inclusionary Zoning Administration IGA 	Staff	Low	1 Council meeting	Q1
City Council Proposed Items:						
22		Gas Station Moratorium	Council	High	2 Council meetings	Q1 – Q2
23		Comp Plan – Municipal Futures – in an effort to develop consensus and set tone conduct a one day city council workshop on developing principles of the future vision of Louisville, while developing city council skills at	Council	Medium	1 full day meeting	Q1 – Q2

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2023 Louisville City Council Work Plan – PROPOSED ITEMS

12/12/2022 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
		deliberating, negotiating and reaching positive consensus. This would be a step before launching comprehensive plan activities.				
24		Sketch-plan/Concept review process – Revise the planning process to allow for a preliminary review of project concepts.	Council	Medium	2-3 Council meetings	Q2 – Q3
25		Comp Plan – In coordination with Comp Plan (and Small Area Plans if part of the process) revise/update municipal codes, zoning, design standards and guidelines and any other legally binding municipal documents to reflect vision, objectives and priorities of the new Comp and Small Area Plans	Council	High	3 – 6 Council meetings	Q4 or in 2024, depending on Comp Plan timeline
26		Update Board and Commission appointment process, criteria, and restrictions including: - Size of Bards/Commissions - Roles and Responsibilities - Term lengths - Term limits - Application form - Recruitment process - Onboarding process - Equity, Diversity and Inclusion	Council	High	1 – 2 Council Meetings	Q2 – Q3
27		Plan to incorporate and prioritize Sustainability and DEI into all city functions, operations, and communications.	Council	High	1 – 2 Council Meetings	Q3 – Q4

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2023 Louisville City Council Work Plan – PROPOSED ITEMS

12/12/2022 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
28		Expedite consideration of code changes to permit ADUs; if approved, design and implement regulatory system to permit Marshall Fire Survivors (among others) to construct them.	Council	High	2 – 3 Council Meetings	Q2 – Q3
29		Revise sustainability plan to focus on high-impact projects and KPI's to reduce GHG and to proper water usage, conservation, etc	Council	High	1 – 2 Council Meetings	Q2 – Q4
30		Consider use of current or future public land dedications for pickleball courts and soccer and multi-purpose fields	Council	High	1 - 2 Council Meetings	Q2 – Q4
City Council Annual/Recurring Items:						
31	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	Annual Item	High	1 Council Meeting	Q1-Q2 (CC) Q3 (FC)
32	Administration and Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	Annual Item	Low	1 Council Meeting	Q3
33	Administration and Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	Annual Item	Medium	2 Council Meetings/Exec Session	Q3-Q4
34	Administration and Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	Annual Item	Low	2 Council Meetings	Q1 & Q4

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2023 Louisville City Council Work Plan – PROPOSED ITEMS
12/12/2022 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
35	Administration and Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	Annual Item	Medium	3 Council Meetings	Q4
36	Administration and Support Services	Board & Commission Updates: meetings with boards/commissions to provide updates to Council	Annual Item	Low	Depends on Structure of Meetings	Q1-Q4
37	Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Ongoing	Varies	Varies	Varies
38	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: <ul style="list-style-type: none"> • Marshall Fire Recovery • Transportation, Northwest Rail • Minimum wage • Affordable housing 	Ongoing	Varies	Varies	Varies
39	Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Ongoing	Varies	Varies	Varies
40	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Ongoing	Varies	Varies	Varies

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2023 Louisville City Council Work Plan – PROPOSED ITEMS

12/12/2022 DRAFT

Number ¹	Program Area	Issue	Source	Staff Impact (High, Medium, Low)	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
41	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Ongoing	Varies	Varies	Varies

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2022 Louisville City Council Work Plan

Number ¹	Program Area	Issue	Council Time Estimate (Meetings/ Study Sessions)	Estimated Timeline/ Quarter
Marshall Fire Recovery Issues (High Priority):				
A	Community Design	Residential Building Codes Discussion	2 Council Meetings	Q1
B	Community Design	Residential Zoning Change Discussion	2 Council Meetings	Q2
C	Community Design	Discussion IECC 2021 and Net Zero Impacts on Rebuilding Homes	2 - 3 Council Meetings	Q1
D	Community Design	Additional Code Requirement for Building Resiliency: Consider fire resistant building materials for structures	2 Council Meetings	Q2
E	Public Works	² Debris Removal, Soil/Erosion Containment, etc.: Funding, multi-jurisdictional agreements	2 Council Meetings	Q1-Q3
F	Open Space	² Fire Mitigation Strategies on Public Land: <ul style="list-style-type: none"> • Research/data around plan improvement Proposed maintenance strategies	2 Council Meetings	Q2-Q3
G	Public Safety	Emergency Response Review: <ul style="list-style-type: none"> • Evacuation procedures Emergency notification system	1 Council Meeting	Q2-Q3
H	Finance	Marshall Fire Budget/Financial Impacts: Grants, property/sales tax impacts, economic impacts, etc.	2 Council Meetings (+ budget discussions)	Q1-Q4
Other City Council Priorities:				
1	Administration and Support Services	State Collection of Online Sales Tax: <ul style="list-style-type: none"> • Revise/update ordinances • Changes to the sales and use tax licensing process • Software modifications to build interfaces with the State system 	2 Council Meetings, 2-3 Finance Committee Meetings	Q2-Q4

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2022 Louisville City Council Work Plan

Number ¹	Program Area	Issue	Council Time Estimate (Meetings/ Study Sessions)	Estimated Timeline/ Quarter
		<ul style="list-style-type: none"> Communication with businesses 		
2	Administration and Support Services	Adoption of 2023/24 Biennial Budget and 2023 Budget: <ul style="list-style-type: none"> Includes 6-year Capital Improvement Plan 	4 Council Meetings & 2-4 Special Meetings	Q2-Q4
3	Parks/Open Space and Trails	Parks/Streetscapes Maintenance and Improvement Plan: <ul style="list-style-type: none"> Identify priority investments based on plan Address any resource needs to implement plan Create asset management process 	2-3 Council Meetings	Q2-Q3
4	Administration and Support Services	Review of Compensation and Pay Equity Studies	2 Council Meetings	Q2
5	Community Design	Affordable Housing: <ul style="list-style-type: none"> Require that properties that are rezoned from a non-residential to a residential zone district be required to provide 30% deed restricted affordable housing 	2 Council Meetings	Q2
6	Administration and Support Services/Public Safety & Justice	Equity, Diversity, and Inclusion: <ul style="list-style-type: none"> Review staff efforts regarding implementation of Louisville EDI Task Force Final Report. 	2 Council Meetings	Q1-Q4
7	Community Design	² Sustainability/Building Code Updates (Phase II): <ul style="list-style-type: none"> Consider additional measures to code adopted in 2021, which could include the IECC Net Zero Commercial Appendix, other net zero goals and strategic implementation and all-electric construction requirements 	2 Council Meetings	Q1-Q2

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2022 Louisville City Council Work Plan

Number ¹	Program Area	Issue	Council Time Estimate (Meetings/ Study Sessions)	Estimated Timeline/ Quarter
8	Transportation/ Community Design/ Economic Prosperity	Transportation Master Plan Development & Implementation: <ul style="list-style-type: none"> CO 42 Concept Review 	1 Council Meeting	Q2-Q3
9	Administration and Support Services	Airport Impact Mitigation Efforts: <ul style="list-style-type: none"> Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable Explore opportunities for lead and pollution mitigation 	Depends on Scope	Q1-Q4
10	Community Design	Old Town Overlay Zone District: <ul style="list-style-type: none"> Follow-up on evaluation report completed in 2021Initiate amendments to the Old Town Overlay for community, Planning Commission and Council review 	2-4 Council Meetings	Q2-Q3
11	Open Space and Trails	Open Space Zoning: <ul style="list-style-type: none"> Consideration of rezoning ordinance and implementation of rezoning of existing open space lands 	2 Meetings	Q2-Q3
12	Administration and Support Services	² City Climate Change/Greenhouse Gas Reduction Initiatives: <ul style="list-style-type: none"> Create internal strategic de-carbonization plan for City facilities and operations 	1 Council Meeting	Q2 – Q3
13	Utilities	Solid Waste Contract Renewal: <ul style="list-style-type: none"> Current contract expires in 2023 	2 Council Meetings	TBD
14	Community Design	Comprehensive Plan Update 10-Year Update: <ul style="list-style-type: none"> Initiate Housing Study and Market/Leakage Study in advance of Comp Plan Update (initiate in late 2022 as separate process that informs Comp Plan) Initial scoping discussion with Council regarding Comp Plan process in 2023 	2 - 3 Meetings	Q4

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2022 Louisville City Council Work Plan

Number ¹	Program Area	Issue	Council Time Estimate (Meetings/ Study Sessions)	Estimated Timeline/ Quarter
15	Community Design	Update Development Impact Fees: <ul style="list-style-type: none"> Conduct 5-year update to fees, required by ordinance 	2 Council Meetings	Q2-Q3
16	Administration and Support Services	Electronic Participation in Council Meetings: <ul style="list-style-type: none"> Amend rules of procedure to allow electronic participation in Council meetings (by Council members) 	1 Council Meeting	TBD
17	Transportation/ Community Design	Downtown Lighting Design and Acquisition: <ul style="list-style-type: none"> Discuss options to convert downtown streets to LED, including moving forward with Xcel offered lights or acquiring lights and installing a City-owned system. 	1 Council Meeting and 23/24 Budget Discussion	TBD
City Council Annual/Recurring Items:				
1	Utilities	Water, Sewer and Storm Rates: <ul style="list-style-type: none"> Annual update of utility rates 	1 Council Meeting	Q1-Q2 (CC) Q3 (FC)
2	Administration and Support Services	Council Salary Survey: <ul style="list-style-type: none"> Review results of annual City Council salary survey (if changes are needed) 	1 Council Meeting	Q3
3	Administration and Support Services	Evaluation of all City Council Appointees: <ul style="list-style-type: none"> City Manager, City Attorney, Judge and Prosecuting Attorney 	2 Council Meetings/Exec Session	Q3-Q4
4	Administration and Support Services	Council Work Plan Preparation: <ul style="list-style-type: none"> Draft annual Council Work Plan with prioritized items to be addressed in upcoming year 	2 Council Meetings	Q1 & Q4
5	Administration and Support Services	Board & Commission Interviews/Appointments: <ul style="list-style-type: none"> Conduct interviews for boards & commissions and determine appointments 	3 Council Meetings	Q4

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2022 Louisville City Council Work Plan

Number ¹	Program Area	Issue	Council Time Estimate (Meetings/ Study Sessions)	Estimated Timeline/ Quarter
6	Administration and Support Services	Board & Commission Updates: <ul style="list-style-type: none"> Meetings with boards/commissions to provide updates to Council 	Depends on Structure of Meetings	Q1-Q4
7	Other	PUDs/Developments Projects Submitted during the Year: <ul style="list-style-type: none"> Once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration 	Varies	Varies
8	Other	Regional Partnerships: <ul style="list-style-type: none"> Continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: Marshall Fire recovery, emergency response systems, transportation/Northwest Rail, minimum wage, affordable housing, ARPA funding, etc. 	Varies	Varies
9	Other	Consent Items: <ul style="list-style-type: none"> Staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting. 	Varies	Varies
10	Other	Municipal Code Updates: <ul style="list-style-type: none"> Staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts 	Varies	Varies
11	Other	Unanticipated Issues: <ul style="list-style-type: none"> Each year numerous issues arise that cannot be reasonably foreseen that require Council consideration 	Varies	Varies

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