

SUBJECT: APPROVAL OF REVISED 2024 CITY COUNCIL WORK PLAN

DATE: FEBRUARY 6, 2024

**PRESENTED BY: JEFF DURBIN, CITY MANAGER
SAMMA FOX, DEPUTY CITY MANAGER**

SUMMARY:

The City Council met on May 8, 2023 to discuss and create a list of items for consideration for a 2024 Work Plan. On August 8, the Council further discussed and prioritized the items. On September 12, 2023 the 2024 City Council Work Plan was adopted. At Council's request, staff brought forward the 2024 Work Plan for additional discussion on January 9, 2024. Before council tonight is the revised 2024 Work Plan for adoption.

As a reminder, the annual work plan reflects Council's priorities and includes only those items that require City Council involvement such as policy direction, guidance, or approval. The City Council work plan also helps staff prioritize internal work plans and schedule the work that is needed to bring to City Council for engagement.

FISCAL IMPACT:

The City Council Work Plan outlines the issues and items Council plans to address throughout the next year and those may impact the budget.

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 council adopt their revised 2024 Work Plan.

ATTACHMENT(S):

1. 2024 Work Plan – Revised January 9, 2024

SUBJECT: 2024 ANNUAL WORK PLAN

DATE: JANUARY 9, 2024

PAGE 2 OF 2

STRATEGIC PLAN IMPACT:

☒	 Financial Stewardship & Asset Management	☒	 Reliable Core Services
☒	 Vibrant Economic Climate	☒	 Quality Programs & Amenities
☒	 Engaged Community	☒	 Healthy Workforce
☒	 Supportive Technology	☒	 Collaborative Regional Partner

2024 Louisville City Council Work Plan – Revised 1/9/24

Number*	Program Area	Issue	Council Time Estimate	Estimated Timeline/ Quarter
High Priority				
1H	Community Design	Comprehensive Plan Update 10-Year Update: Include completion of Market/Leakage Study	4-6 Council meetings	Q1-Q4
2H	Community Design	Strategic Land Use Code Revisions as Needed to Move Forward Other Initiatives	TBD	Q1-Q4
3H	Open Space, Administration & Support Services	Open Space Management - Continued implementation of regenerative agriculture; maintenance, restoration; asset management; wildfire mitigation - Implementation of 2C ballot question	1-2 Council meetings	Q1-Q3
4H	Transportation/Community Design/Economic Prosperity	Transportation Topics - Future 42 plan next steps - Discuss partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR)² - Transportation safety (including pedestrian and bicycle)	2 – 3 Council meetings	Q1 – Q4
5H	Community Development	Economic Vitality - Strategic Code Changes (land use/commercial building code) - Review policies for public private partnerships - Explore additional opportunities with urban renewal authority - Retention and expansion of existing businesses - Attraction of new businesses	As Needed	Q1-Q4
6H	Community Design	Affordable Housing - Complete Housing Study & Strategic Plan, including impact fee development - Could include Residential Rental Licenses; ADUs; Inclusionary Housing (affordable, senior, accessible); Public/private partnerships; streamlined zoning; building of new housing; transit oriented development	4-6 Council meetings	Q1-Q4

Color-coding: Pink = Highest Priority; Yellow = Medium Priority; Blue = Lower Priority; Green = Recurring/Ongoing Items.

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SEPT 2023

2024 Louisville City Council Work Plan – Revised 1/9/24

7H	Administration & Support Services, Public Works	City Climate Change/Greenhouse Gas Reduction Initiatives: Implementation of internal strategic decarbonization plan for City facilities and operations & community decarbonization plan	3 Council meetings	Q1-Q4
8H	Administration & Support Services, PROS, Public Works	Fire Hardening/Emergency Preparedness • Fire Hardening Code Revisions • Emergency Preparedness • Cooperation and Partnership (regionally, consortium of cities, emergency notification systems) • Include all types of threats • Potential policy discussions	3-5 Council meetings	Q1-Q4
Medium Priority				
1M	Administration & Support Services	Equity, Diversity, and Inclusion –Updates from staff on the implementation of the task force recommendations and next steps.	2-3 Council meetings	Q1 - Q4
2M	Administration & Support Services	Sustainability Programs	As Needed	Q1-Q4
3M	Parks, Recreation, & Open Space	Parks, Recreation, and Open Space Departmental Master Plan	1-2 Council meetings	Q4
4M	Parks, Recreation, & Open Space	Recreation Amenities: Tennis/Pickleball Courts; Multiuse Fields	As Needed	
5M	Administration & Support Services	Minimum Wage Adjustments	2-3 Council meetings	Q1-Q4
6M	Administration & Support Services; Economic Prosperity	Main Street Closure – Consideration of 2024 closure and planning for potential 2025 closure.	3 Council Meetings	Q1-Q3

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7M	Administration & Support Services	Board & Commission Engagement - Q1 meetings with Advisory Boards - Q2 staff follow up on additional options for engagement - Possible joint meeting with Planning Cmsn re: Comp Plan - Possible social/thank you event	4-5 Study Sessions	Q1 - Q4
Low Priority				
1L	Administration & Support Services	Campaign Finance Rules and Limits	2 – 3 Council meetings	Q2
✓ 2L	Administration & Support Services	Communications/Marketing Automation Software • Complete as of January 2024	2-3 Council meetings	Q2
3L	Community Design	Completion of Old Town Overlay update	2 Council meetings	Q2
4L	Community Design	Update Development Impact Fees	1-2 Council meeting	Q1 – Q3
Annual/Ongoing Items				
	Administration & Support Services	2025-2026 Budget Updates/Adoption	4-6 Council meetings	Q1 – Q4
	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	1 Council Meeting	Q1 - Q2
	Utilities	Solid Waste/Trash Contract Renewal	3 Council meetings	Q1-Q2
	Administration & Support Services	Comcast Franchise Renewal	2-3 Council Meetings	Q1-Q4
	Administration & Support Services	Resident Survey	2-3 Council Meetings	Q1-Q2

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2024 Louisville City Council Work Plan – Revised 1/9/24

	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	1 Council meeting or memo	Q3
	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	As Needed	Q1 – Q4
	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	2 Council meetings/Exec Session	Q3 - Q4
	Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	3 Council meetings	Q1 - Q4
	Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	3 Council meetings	Q4
	Administration & Support Services	Organizational Strategic Plan Update	As needed	
	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	Varies	Varies
	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: Marshall Fire Recovery; Transportation, Northwest Rail; Minimum wage; Affordable housing; Residential/Commercial building code cohort	Varies	Varies
	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.	Varies	Varies
	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts - Commercial Energy Code	Varies	Varies

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SEPT 2023

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	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Varies	Varies
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