

City Council

Special Meeting Agenda

Tuesday, January 14, 2025
Library Meeting Room
951 Spruce Street
5:00 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

1. CALL TO ORDER

2. 2025 CITY COUNCIL WORK PLAN

- Public Comments (Please limit to three minutes each)
- Staff Presentation
- Council Discussion/Direction

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: DISCUSSION/DIRECTION – 2025 CITY COUNCIL WORK PLAN

DATE: JANUARY 14, 2025

PRESENTED BY: SAMMA FOX, INTERIM CITY MANAGER

SUMMARY:

The City Council establishes their work plan annually. 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.

This is the last of a series of meetings planned to craft and finalize the 2025 City Council Work Plan. Previously, work plans were organized by programs and contained a mix of strategic initiatives, programs, and tasks. For 2025, staff proposed taking an opportunity with the unique timing of the first resident survey in four years and the ten-year Comprehensive Plan Revision to build on existing strategic alignment of the work plan.

The City Council met in July and identified these four areas of focus for 2025:

- Economic Vitality
- Core Services
- Safety
- Affordable Housing

Additionally, the City Council determined all work plan items should be viewed through the lenses of Equity, Diversity and Inclusion (EDI) and Environmental Sustainability.

These priorities and lenses align with the 2024 Resident Survey, the City Council affirmed Comprehensive Plan Vision and Values, and were used to inform the 2025-2026 Budget.

Staff has applied programs and tasks to each priority area, in line with City Council's expectations for the item and is presenting them for review and discussion. Once approved, the work plan will be used to set advanced agenda items and inform staff priorities that are strategically aligned with community values and interests.

Links to Resources:

- [2024 Council Work Plan](#)
- [Programs](#)
- [2024 Resident Survey](#)

SUBJECT: 2025 ANNUAL WORK PLAN

DATE: JANUARY 14, 2025

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- Comprehensive Plan Update Project
- June 11 Work Plan Presentation
- July 23 Meeting Materials

FISCAL IMPACT:

The City Council Work Plan outlines the issues and items City 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 City Council policy direction and governance.

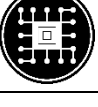
RECOMMENDATION:

This is an opportunity for City Council to review and discuss the proposed 2025 City Council Work Plan.

ATTACHMENT(S):

1. 2025 Draft Work Plan
2. Presentation

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

2025 Louisville City Council Work Plan

DRAFT

2025 Louisville City Council Work Plan

2025 Council Priorities

Economic Vitality • Core Services • Safety • Affordable Housing

Equity, Diversity, and Inclusion (EDI) and Sustainability are core values of the City of Louisville and should be used as lenses through which to view all actions on this workplan. Council directs staff to consider both EDI and Sustainability in their decision making and in options presented for council direction.

Guiding Documents:

- [Louisville City Charter](#)
- [Louisville City Code](#)
- [2025/2026 Louisville City Budget](#)
- [2024 Louisville Community Survey](#)
- [2012-2013 Comprehensive Plan](#), transitioning to the [2025 Comprehensive Plan](#) when adopted

The 2025 Louisville City Council Work Plan represents planned work on council priorities in 2025 above and beyond day-to-day services and anticipates updates to council throughout the year. Council may adjust this plan as needed, recognizing the scale of many of these initiatives and that adjustments such as additions or changes will impact items listed below. The following pages define each of Council's four 2025 priorities.

2025 Louisville City Council Work Plan

Economic Vitality

Economic Vitality, also known as Economic Prosperity, includes completion of current planning initiatives such as the Comprehensive Plan and Downtown Vision Plans, code updates to continue a business-friendly approach, and traditional economic development focuses such as business attraction and retention.

Additional Guiding Documents

- Highway 42 Urban Renewal Plan
- 550 South McCaslin Urban Renewal Plan
- McCaslin Parcel O Redevelopment Study
- Downtown Vision Plan for Streetscapes and Public Places

2025 Projects & Actions

Item	Description	Council Actions
Comprehensive Plan	Update to 2013 Comprehensive Plan addressing community future growth and development, infrastructure, and a range of other topics including but not limited to Housing Plan implementation.	Anticipating four City Council meetings in 2025, with City Council adoption planned for Summer 2025.
Downtown Vision Plan for Streetscapes and Public Places	The Downtown Vision Plan for Streetscapes and Public Places was adopted by the Louisville Revitalization Committee and City Council in 2024. The next steps focus on design and construction.	Anticipate 2-3 meetings including approval of design RFP and approval of contractor. Additional meetings to be determined as the project progresses.
Economic Vitality Committee (EVC) Policy Recommendations	Based on 2024, staff anticipates the EVC to bring forward policy recommendations for council consideration, such as potential Business Assistance Program (BAP) amendments.	<i>To Be Determined</i>
2025 Comprehensive Plan Implementation - Targeted Development Code Amendments	Identify near term, targeted, priority development code updates to implement the 2025 Comprehensive Plan that should occur prior to the development code rewrite project that is planned to begin in early 2026. Such code changes include but are not	Potential council actions include discussion and direction, if needed, as well as adoption of targeted code amendments.

2025 Louisville City Council Work Plan

	limited to parts of Title 16 (Subdivisions) and Title 17 (Zoning).	
2025 Comprehensive Plan Implementation – Development Code Rewrite	A rewrite of Title 16 (Subdivisions) and Title 17 (Zoning) of the Louisville Municipal Code addressing development and design standards, procedures, land use, and other related topics. This project is estimated to take 18 months to completion and will require consultant support.	Anticipated action resulting from the 2025 Comprehensive Plan adoption in mid-2025. Council to review RFP and scope of work, approve consultant contract, and begin first phases of project in second half of 2025, with project continuing into 2026.

Potential Partners

- Louisville Chamber
- Louisville Downtown Business Association (DBA)
- Louisville Revitalization Commission (LRC)

2025 Louisville City Council Work Plan

Core Services

Core Services are broad ranging with a 2025 focus on maintaining existing infrastructure and assets, including utilities, parks, open space, and sustainable asset management, as well as city communications.

Additional Guiding Documents

- Transportation Master Plan
- Utility Master Plan
- Parks, Recreation, Open Space, and Trails Master Plan
- Historic Preservation Master Plan
- Police Department 2025-2028 Guiding Document
- Digital Accessibility Plan
- Open Space Vegetation Survey
- Wildfire Risk Assessment
- Parks General Maintenance Management Plan
- Coal Creek Golf Course Clubhouse Feasibility Study
- Boulder County Community Wildfire Protection Plan

2025 Projects & Actions

Item	Description	Council Actions
Building the Foundation	Potential Study Session topics include: - Technology - Facilities - Transportation Infrastructure - Open Space	Anticipate up to four study sessions, which would provide a quarterly focus on a different area of core services.
Utility Master Plan	A utility master plan is a formal plan addressing mission-critical utility service requirements.	The Utility Master Plan has been updated through the last year and a half and will be placed on Council's agenda for formal adoption for records.
PROS Long-Range Plan & Trails Master Plan	The 10-year PROS(G) department strategic plan, last completed in 2012. Will be completed in concert with the department's first Trails Master Plan.	Anticipate 1-2 status update meetings in 2025. May also include requests to attend Open Houses or Public Engagement meetings. Anticipate adoption in 2026.
Website	Revision of the City of Louisville website.	Anticipate 1-2 meetings with council.
Accessibility/ADA	Continuing efforts to improve accessibility for our community. Initial scoping is in progress.	ADA Transition Plan and Process contract approval in Q2. Review findings and needs Q1 2026.

2025 Louisville City Council Work Plan

Waste Water Treatment Plant (WWTP) Expansion	Expansion of WWTP to service Redtail Ridge.	Approval of Redtail WWTP Expansion Agreement and approve Redtail Ridge WWTP Expansion Construction contract.
Pavement Management	Pavement preservation is one of the City's highest funded priorities. The City surveys the street network every 3 years. This item provides for review of the 2024 pavement condition index results. (Good news. Network average was a 74.)	Review pavement survey results. Provide feedback on future pavement preservation funded if desired.
Advocacy	Core services rely on supportive legislation, regional partnerships, and are benefited by grant funding and incentives. Support of and active advocacy around the legislative agenda, especially on items such as transit, is imperative.	Anticipate 1-2 meetings on the legislative agenda. Additional agenda items, such as resolutions in support or opposition of legislation, as needed.
Franchise Agreements	Such as Comcast, due in 2025, and Xcel, due in 2027.	Anticipate one or more meetings to review and approve the agreements.
2026 Supplemental Year Budget	Funding is crucial for core services.	Anticipate 3 or more meetings to set and adopt the 2026 supplemental year budget.

Potential Partners

- Xcel
- Boulder Valley School District
- Developer
- Northwest Mayors and Commissioners Coalition
- Colorado Municipal League
- Metro Mayor's Caucus
- Neighboring Jurisdictions

2025 Louisville City Council Work Plan

Safety

Safety is a core priority for council with a 2025 focus on bike and pedestrian safety and emergency preparedness.

Additional Guiding Documents

- Transportation Master Plan
- Police Department Guiding Document
- Wildfire Risk Assessment
- Boulder County Community Wildfire Protection Plan

2025 Projects and Actions

Item	Description	Council Actions
Building the Foundation	Potential study session topics include: - Police and Public Safety - Emergency Response - Cyber Security - Information Technology	Anticipate 2-4 study sessions to provide insight into different areas of safety.
Traffic Safety	Capacity and resource focus, equipment, technology, vehicle and pedestrian safety.	Infrastructure Traffic Safety discussion anticipated in early 2025.
Preparedness	Collaboration and Coordination between Police, Fire District, ODM, Internal City departments, and other Regional Partners. Training, education, and engagement, such as for disaster preparedness month.	May include study session(s) as noted above. May also include requests to attend public engagement and promote trainings and education opportunities.
Wildland Urban Interface (WUI) Code	In 2024 City Council provided direction to pursue a WUI code. Senate Bill 23-166 requires the state to adopt a state-wide minimum WUI code and define areas of applicability by July 1, 2025 and includes a three-month period for local adoption.	Anticipate 1-3 council meetings on the topic, including adoption.

Potential Partners

- Boulder Valley School District
- Boulder County (including Office of Disaster Management)
- Louisville Fire District

2025 Louisville City Council Work Plan

- Xcel
- Neighboring Jurisdictions

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2025 Louisville City Council Work Plan

Affordable Housing

Affordable Housing includes implementation of the Housing Plan through development and adoption of code changes and policies, partnership with regional efforts, and a push to break ground on new units within Louisville.

Additional Guiding Documents

- Housing Plan
- State Requirements – HB 24-1313 (Housing in Transit Oriented Communities), SB 24-174 (Sustainable Affordable Housing Assistance), HB 24-1152 (Accessory Dwelling Units), HB 24-1007 (Prohibit Residential Occupancy Limits), HB 24-1304 (Minimum Parking Requirements), HB 24-1175 (Local Government Rights to Property for Affordable Housing), and Proposition 123 Compliance

2025 Projects and Actions

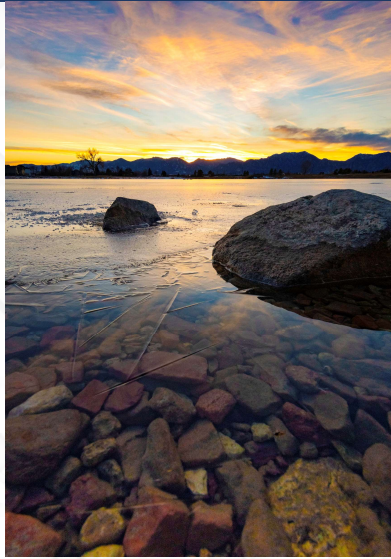
Item	Description	Council Actions
Building the Foundation	A potential overview of housing legislation and/or another meeting with the housing authority	One study session.
Code Update: ADUs	Housing Plan implementation item to update the accessory dwelling unit codes due to state regulations. (City Council provided direction in mid-2024)	Two council meetings in early 2025 (1 st and 2 nd Readings).
Code Update: Inclusionary Housing Ordinance (IHO)	Housing Plan implementation to update the inclusionary housing ordinance to address incentives for providing more affordable housing, updates to fees, and other refinements.	Anticipate 2-3 council meetings, mid 2025.
Potential City Initiated Rezoning	Consider potential city-initiated rezoning of a parcel for housing development. The 2025 Comprehensive Plan's future land use framework will provide guidance for any such rezoning.	As a potential action item from the 2025 Comprehensive Plan, there could be 1-3 meetings on the subject.
Potential Property Acquisition or Project Contribution	Potential to utilize budgeted capital funding for acquisition or contribution to leverage additional funding and support affordable housing.	Anticipate at least one council meeting.
Prop. 123 Compliance	Includes audit of development code for compliance with Prop	Anticipate one council meeting.

2025 Louisville City Council Work Plan

	123 expedited review for affordable housing requirement as part of regional grant. This audit will inform a code amendment that must be in place by November 2026.	
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Potential Partners

- Boulder County
- Boulder County Housing Authority
- Regional Housing Partnership
- Neighboring Jurisdictions
- The State of Colorado, Department of Local Affairs



Discussion & Direction

2025 Council Work Plan

January 14, 2025

Samma Fox, Interim City Manager
& the Executive Leadership Team



Purpose and Expectations

- To refine the 2025 Council Work Plan and prepare for adoption
- The Council Work Plan reflects Council related work only, and is above and beyond day-to-day core services
- The 2025 Council Work Plan should be achievable
- Maintain alignment with the Resident Survey, Comprehensive Plan, and 2025/2026 Budget



Agenda

- Background & Strategic Framework
- Draft 2025 Council Work Plan
- Next Steps

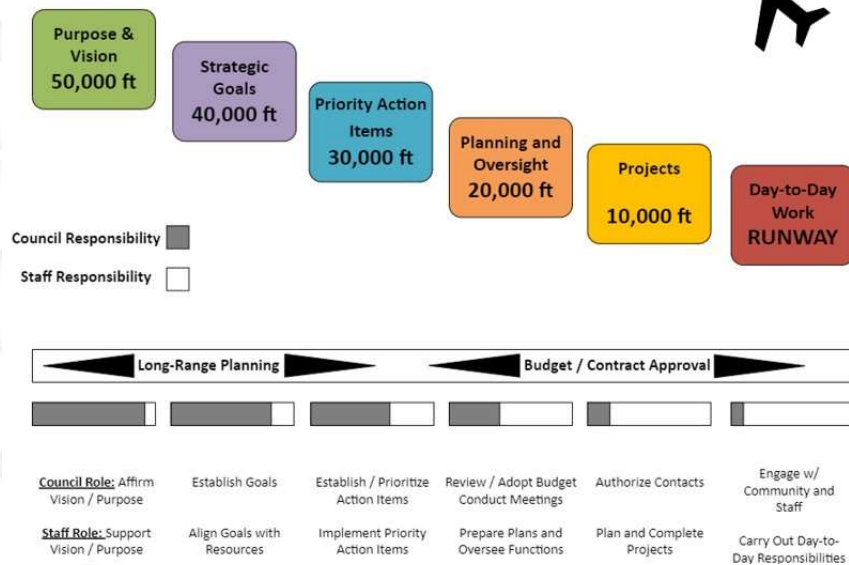
Background & Strategic Framework

What is the work plan?

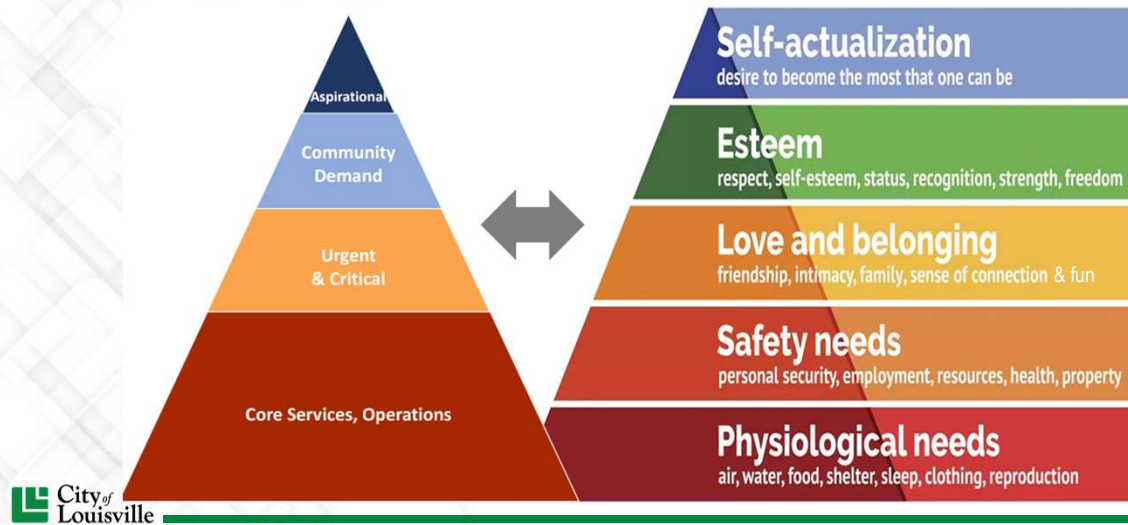
- Represents Council's 2025 Priorities
- Items above and beyond day-to-day services
- Intended to be achievable
- May need to be adjusted
- Changes have impacts
- Used to guide department and B&C work plans

Roles

Council & Staff Work Flight Analogy

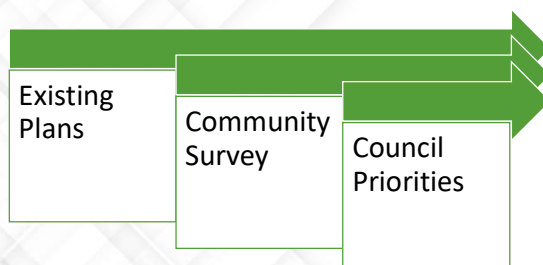


Hierarchy of Needs



Proposed Strategic Framework

2024



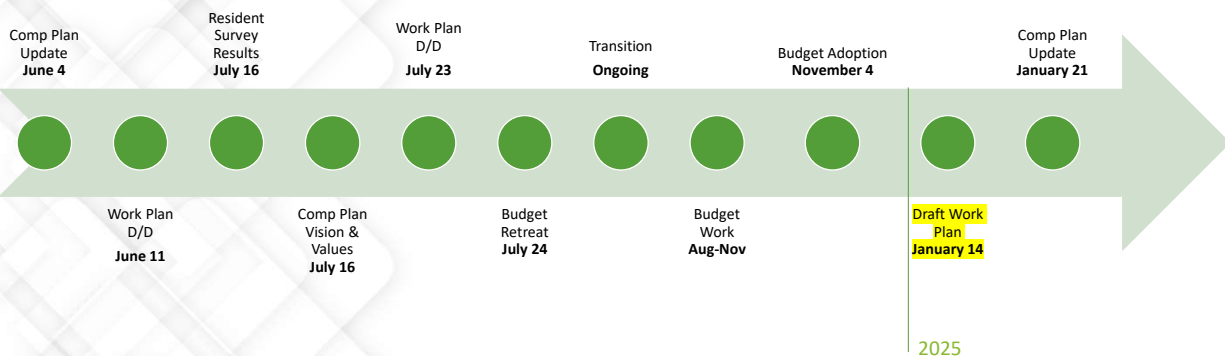
2025



2025 Approach

- Council Defined - Problem/Opportunity
- Council Defined - Successful if
- Staff Identified – Projects
- Council Reviews, Provides Feedback, & Adopts

Timeline



2025 Council Work Plan

Four Priorities:

- Economic Vitality
- Core Services
- Safety
- Affordable Housing

Two lenses:

- Equity, Diversity, and Inclusion (EDI)
- Environmental Sustainability

Draft - 2025 Council Work Plan

Revised Work Plan Format

- Guiding Documents & Introduction
- Each Priority
 - Description
 - Additional Guiding Documents
 - 2025 Projects and Actions
 - Potential Partners

Guiding Documents

- Louisville City Charter
- Louisville City Code
- 2025/2026 Louisville City Budget
- 2024 Louisville Community Survey
- Comprehensive Plan

2025 Council Work Plan

Four Priorities:

- Economic Vitality
- Core Services
- Safety
- Affordable Housing

Two lenses:

- Equity, Diversity, and Inclusion (EDI)
- Environmental Sustainability

Proposed Work Plan Review

- Reference the draft work plan in the packet
- Council discussion by priority
 - Does this capture your intention for the priority?
 - Is this feasible in 2025?
- Executive Leadership Team available for questions

Economic Vitality

- Comprehensive Plan
- Downtown Vision Plan for Streetscapes and Public Places
- EVC Policy Recommendations
- Post Comp Plan
 - Targeted Development Code Updates
 - Development Code Rewrite

Core Services

- Foundational Study Sessions
- Utility Master Plan
- Website
- Accessibility/ADA
- WWTP Expansion
- Pavement Management
- Advocacy
- PROS Long-Range Plan & Trails Master Plan
- 2026 Interim Budget

Safety

- Building the Foundation
 - Police & Public Safety
 - Emergency Response
 - Cyber Security
 - Information Technology
- Traffic Safety
- Preparedness
- WUI Code

Affordable Housing

- Building the Foundation
- Code Update: ADUs
- Code Update: IHO
- Potential City Initiated Re-Zoning
- Potential Property Acquisition or Project Contribution
- Proposition 123 Compliance

Reflection & Wrap Up

- We've gone through each priority
- How is the 2025 Council Work Plan as a whole?
- Is it achievable?
- Is council supportive of this work plan?

Next Steps

- Staff will incorporate tonight's feedback
- Will bring forward for council adoption
- Implementation!
- Incorporation into advisory board work plans