

SUBJECT: ADOPT THE CITY COUNCIL 2025 WORK PLAN

DATE: JANUARY 21, 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 step in a series of meetings planned to craft and finalize the 2025 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 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 council affirmed Comprehensive Plan Vision and Values, and were used to inform the 2025-2026 Budget.

Staff has now applied programs and tasks to each priority area, in-line with council's expectations for the item, council has reviewed and provided feedback, and the work plan is presented for adoption tonight. Once approved, the work plan will be used to set advanced agenda items, inform staff priorities, and inform advisory board priorities.

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.

SUBJECT: 2025 ANNUAL WORK PLAN

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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:

The 2025 City Council Work Plan is presented for adoption.

ATTACHMENT(S):

1. 2025 Draft Work Plan – Redline
2. 2025 Work Plan – Clean Copy

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

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Guiding Documents:

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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

- [Downtown Vision Plan for Streetscapes and Public Places](#)
- [Housing Plan](#)
- [McCaslin Parcel O Redevelopment Study](#)
- Urban Renewal Plans
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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, <u>being thoughtful to mitigate impacts for business and the community during this process.</u>	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	<i>To Be Determined</i>



2025 Louisville City Council Work Plan

	recommendations for council consideration, such as potential Business Assistance Program (BAP) amendments, loan program, small retail special assistance, CHIPS designation, or branding.	
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 limited to parts of Title 16 (Subdivisions) and Title 17 (Zoning).	Potential council actions include discussion and direction, if needed, as well as adoption of targeted code amendments.
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

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- [Coal Creek Golf Course Facility Improvement Feasibility Study](#)
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- [Open Space Vegetation Survey](#)
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- [Wildfire Risk Assessment](#)

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.
<u>Website Communications</u>	<u>Community engagement, internal and external, such as understanding communications</u>	Anticipate 1-2 meetings with council.



2025 Louisville City Council Work Plan

	<u>best practices and opportunities, telling our story, and</u> revision of the City of Louisville website.	
Accessibility/ADA	Continuing efforts to improve accessibility for our community <u>in all city services</u> . Initial scoping is in progress.	ADA Transition Plan and Process contract approval in Q2. Review findings and needs Q1 2026.
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.
<u>Pavement Management Transportation Infrastructure</u>	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.) Receive an overview on current transportation and transportation infrastructure strategies and priorities, such as the Transportation Master Plan, rail, multi-modal, and regional efforts. Provide direction on potential future strategic transportation work if desired.	Review pavement survey results. Review current transportation strategy and priorities. Provide feedback on future pavement preservation funded strategic work 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 Agreement	Such as Comcast, due in 2025, and Xcel, due in 2027.	Anticipate one or more meetings to review and approve the agreements, <u>understand alternatives</u> .
2026 Supplemental Year Budget	Funding is crucial for core services.	Anticipate 3 or more meetings to set and adopt the 2026 supplemental year budget.



2025 Louisville City Council Work Plan

EDI Task Force Follow Up	Review the Task Force's Report, what has been done to date, and discuss future policy and/or strategic EDI work if desired.	Anticipate one or more meetings. Study session or meeting for discussion/direction
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Potential Partners

- Boulder Valley School District
- Colorado Municipal League
- Comcast
- Denver Regional Council of Governments (DRCOG)
- Developer
- Metro Mayor's Caucus
- Neighboring Jurisdictions
- Northwest Mayors and Commissioners Coalition
- Xcel



2025 Louisville City Council Work Plan

Safety

Safety is a core priority for council with a [desire for residents to feel safe being in our community](#) [and a](#) 2025 focus on bike and pedestrian safety, [traffic safety](#), [disaster](#) and emergency preparedness.

Additional Guiding Documents

- [Boulder County Community Wildfire Protection Plan](#)
- [Police Department 2025-2028 Guiding Document](#)
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2025 Projects and Actions

Item	Description	Council Actions
Building the Foundation	Potential study session topics include: - Police and Public Safety - Emergency Response & Disaster Preparedness - Cyber Security - Information Technology - Mental Health	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. An overview of infrastructure traffic 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, and overviews on topics such as the CWPP, cell phone towers, and resident/business preparedness, balancing an all hazards approach with the importance of fire preparedness in our community. Training, communications , education, and engagement, such as for disaster preparedness month	May include study session(s) as noted above and discussion/direction opportunities . May also include requests to attend public engagement and promote trainings and education opportunities.



2025 Louisville City Council Work Plan

	<u>and bringing together resources and work done in these areas.</u>	
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.
<u>Potential Citywide Defensible Space</u>	<u>An opportunity to understand potential citywide defensible space policies to aid in wildfire mitigation and preparedness.</u>	<u>Anticipate one or more meetings, depending on council's direction.</u>

Potential Partners

- Boulder Valley School District
- Boulder County (including Office of Disaster Management)
- Louisville Fire District
- Neighboring Jurisdictions
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2025 Louisville City Council Work Plan

Affordable Housing Policy

~~Affordable Housing includes~~ Includes implementation of the Housing Plan through development and adoption of code changes and policies, partnership with regional efforts, an emphasis on the importance of affordable housing, 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)
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 - [Proposition 123 Compliance](#)

2025 Projects and Actions

Item	Description	Council Actions
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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.



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Potential Property Acquisition or Project Contribution for the <u>Creation of Affordable Housing</u>	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 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.	Anticipate one council meeting.

Potential Partners

- Boulder County
- Boulder County Housing Authority
- Neighboring Jurisdictions
- Nonprofits
- Regional Housing Partnership
- The State of Colorado - Department of Local Affairs (DOLA)



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