

City Council Meeting Minutes

**December 17, 2024
City Hall, Council Chambers
749 Main Street
6:00 PM**

Call to Order – Mayor Leh called the meeting to order at 6:00 p.m. **Roll Call** was taken and the following members were present:

City Council: ***Mayor Chris Leh
Mayor Pro Tem Caleb Dickinson
Councilmember Tim Bierman
Councilmember Deborah Fahey
Councilmember Barbara Hamlington
Councilmember Judi Kern***

Absent: ***Councilmember Hoefner***

Staff Present: ***Samma Fox, Interim City Manager
Meredyth Muth, Interim Deputy City Manager
Kathleen Kelly, City Attorney
Adam Blackmore, Parks, Recreation, & Open Space Director
Ember Brignull, Open Space Superintendent
Rafael Gutierrez, Police Chief
Genny Kline, Interim City Clerk***

APPROVAL OF AGENDA

Mayor Leh called for changes to the agenda and hearing none asked for a motion.

Motion: Mayor Leh moved to approve the agenda, seconded by Councilmember Fahey. **Vote:** All in favor.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND ON THE CONSENT AGENDA

None

APPROVAL OF THE CONSENT AGENDA

Mayor Leh asked for changes to the consent agenda; hearing none he asked for a motion. **Motion:** Councilmember Fahey moved to approve the consent agenda, seconded by Councilmember Hamlington. **Vote:** All in favor.

- A.** Approval of Bills
- B.** Approval of December 9 and December 10, 2024 Meeting Minutes
- C.** Approval of Board and Commission Appointments
- D.** Approval of a Service Agreement with The Humane Society of Boulder Valley for Animal Impoundment Services
- E.** Approval of the First Addendum to the 2024 Pavement Management Services and Curb Ramp Inventory Contract
- F.** Resolution No. 64, Series 2024 – A Resolution Approving an Agreement for Lease of Colorado-Big Thompson Water

COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA

Mayor Leh noted this is the last meeting of the year. He wished everyone happy holidays. He thanked the Revitalization Commission for their support of the downtown vision plan and their financial commitment to the project.

Councilmember Fahey stated demolition work has begun on Enclave Park.

Mayor Leh stated the Senior Lunch was last week and was very well attended.

CITY MANAGER'S REPORT

Interim City Manager Fox reminded everyone of the city closures for the holidays. She stated the City's insurance renewal number were lower than anticipated and thanked staff for their work on this.

Mayor Leh thanked everyone for their work this year.

REGULAR BUSINESS

AMERICAN PUBLIC WORKS ASSOCIATION AWARD PRESENTATION

Mayor Leh introduced Chuck Weiss from the Colorado Chapter of the APWA made a presentation and presented an award the Public Works staff for "Unconventional Countermeasures Creating Safer Streets."

LAW ENFORCEMENT APPRECIATION DAY PROCLAMATION

Mayor Leh read the proclamation.

Motion: Councilmember Kern moved to approve; Mayor Pro Tem Dickinson seconded the motion.

Vote: Motion passed by unanimous voice vote.

**ORDINANCE NO. 1876, SERIES 2024 – AN ORDINANCE AMENDING CHAPTER
15.18.030 OF THE LOUISVILLE MUNICIPAL CODE CONCERNING THE 2021
INTERNATIONAL ENERGY CONSERVATION CODE – 1ST READING, SET PUBLIC
HEARING FOR 01/21/2025**

Mayor Leh introduced the item. **Motion:** Mayor Leh moved to publish the item and set the public hearing for January 21, 2025; seconded by Councilmember Kern.

Vote: All in favor.

OPEN SPACE MANAGEMENT UPDATE

Mayor Leh introduced the item and asked for the staff presentation.

Director Blackmore stated tonight is an update to your 2024 work plan item related to the administration and management of the Open Space Division and the progress that has been made over the past couple of years. He added there has been a significant amount of impressive work in the nearly twenty years since the first open space employee was hired.

This Council work plan item was added to follow up on the 2023 work including the parks general maintenance and asset management plan that was accepted by Council in early 2023. There was a request at that time for a similar discussion for Open Space in 2024. This is also on the heels of recommendations from the wildfire risk assessment (WRA) and the passing of ballot measure 2C, which extended parks and increased open space sales and use tax funding for the next ten years.

Ember Brignull, Open Space Superintendent, stated this presentation will be a high-level overview of what Open Space has accomplished in 2024 and where we're going in 2025. She asked Council to answer what does Open Space mean to you. If you had to pick one word to describe Open Space, what would that word be? She stated the Council might all have different words, and some of those might be competing demands with one another.

When staff asks citizens the same questions, we get a full range of answers. Everything from recreation to pollinators, biodiversity, and conservation. These are a lot of competing demands, but the one thing all of our citizens agree on is that they love Open

Space. She noted the 2024 community survey showed overall performance of the Division was 91%; half of those said excellent.

Brignall reviewed the City Charter's definition of open space and the goals and mission of the division including to acquire and manage land to protect it for natural and cultural resources while also providing opportunities for education, volunteering, and appropriate passive recreation. The City started land acquisition in the late 1970s; some of that was simple purchase and some of that was land dedicated to the City through the development process. In 1993, the first open space sales tax was adopted but it was not until 2006 that the City hired the first dedicated open space employee.

The Division includes an education program, a ranger program, and a natural resource program to bring focus to solid science and make sure we have a strong foundation for the work we do. Currently, we have 29 open space properties in our portfolio - 17 are City owned and City managed properties. An additional 12 properties are jointly owned, in partnership with Boulder County Parks and Open Space and Lafayette Open Space. The Division also manages over 25 miles of the 32-mile trail network.

She added that due to the successful passage of ballot issue 2B, two new full-time employees were added this year. Also, this year, the open space manager position was created. The Division works to make sure to maintain solid science-based work and align that work with both community and council goals.

One of the primary focuses this year was on natural resource and fire mitigation. The WRA outlined first, second, and third priority tasks be completed to reduce fire mitigation concerns in Louisville. The Division has completed 86% of that work, including 100% of the first priority projects. This work will be continuous and will be part of the work plan every year moving forward.

There has also been the grazing everyone has heard about. This along with the area mowing and perimeter mowing is to restore more a native composition of plants, which bring lower flammability. She added that the contractual mowing and grazing has been fully funded through grants. The grazing in 2024 was the equivalent of over 111 football fields. It removed over 17,000 pounds of fuels from the Open Space system in one year.

She added the goal is to combine fuel reduction with best management practices for the properties. As you start to convert the species into native species it changes the dynamic of how fire moves through the system. Not only are we reducing fire, but we're actually improving our habitat. She reviewed additional information about the positive impacts of grazing and mowing.

The natural resource team coauthored some fire fact sheets with Colorado State Forest Service, and we were also asked to present at the Boulder County Fire Shed Grassland Conference with other national leaders. We are the leaders in grassland management at this point for a fire, and a lot of people are looking to us to see what we are doing and how we are doing it.

Brignull reviewed the work of the ranger program noting the two rangers made over 9,000 contacts this year alone. 8,000, of which were friendly ambassador style contacts; these are meet and greets on the trail system. She reviewed the types of contacts the rangers make noting they are trying to lead with education.

She reviewed a number of programs the Division put on in 2024 including supporting the City's EDI initiative with an adaptive bike opportunity. Open Space programs are highly attended and highly appreciated. The volunteer program contributed over 1300 hours in 2024 including adopt an open space, raptor monitors, and weed whackers. Anytime you can engage the community, you're building stewards for the future. And one of our main goals is to make sure we have Open Space in the future, and that it is respected and appreciated by future generations.

In 2025, we will be working on the PROS long-range plan, the trail master plan, and a vegetation survey as well as the Hecla Trail resurfacing, parking lot maintenance, sign upgrades, and regular operational projects.

Councilmember Fahey asked if the ditch lateral along Davidson Mesa and also the one just south of the reservoir are cleaned out, or do you have any plans to clean them out. Brignull stated the goal is to work with Public Works as well as the ditch companies to get a better understanding of how we can support each other moving forward. She noted as the City does not have ownership of all the ditches. We are looking at strategies to create fuel breaks and fire breaks between ditches and homes to control the way fire moves.

Director Blackmore added that Boulder County has a new position specifically related to ditch management throughout the County. We will also be coordinating with the ditch companies to try to get a better response on future management of that for maintenance.

Councilmember Cooperman asked how much of our open space is used as agricultural land, Brignull stated the City has over 600 acres and the only agriculture that's being done is grazing. However, on our jointly owned lands there are over 1200 acres; the majority of which are under agricultural management.

Councilmember Cooperman asked if the rangers are engaging in ebike education and enforcement. Brignull stated the rangers have recently gone through the Police Department's ebike training and they share ebike education with the public.

Councilmember Cooperman asked if there is a plan to establish an acquisition policy. Director Blackmore stated that will be driven by our new city manager and by Council; next steps will be coming when the new City Manager is hired.

Mayor Leh asked about the mowing the Division does. Brignull reviewed the various mowing that is done either with City staff or contracted out.

Mayor Leh asked about evaluating the wildlife urban interface and what role the Open Space Division plays in that. Brignull stated the Open Space Division's role is controlling open space to the fence line, and then we're really looking for that collaboration from homeowners and other departments within the City to manage private land. Our task is to focus on the public lands, but we also do public education on wildfire. We also invite our experts to speak about home hardening, to look at wooden fences, to look at what private citizens can do on their property.

Mayor Leh thanked staff for the EDI focused programming.

Mayor Leh asked how much funding the City has received from the County 1A ballot measure. Staff will look into that and get additional information.

Public Comment

Cathern Smith, Louisville, thanked staff for their work. She supports management consistent with good stewardship and sound ecological principles. It should preserve and promote native plants. And to preserve and promote native wildlife and preserve and promote their habitats. She asked Council to appropriate additional funds to hire open space staff and purchase water rights for Coal Creek.

Susan McEachern, Louisville, chair of the open space board but speaking for herself, stated there is a need to focus on long-term goals for open space. She would like to see a larger education program and a real commitment to making sure open spaces are restored and preserved both for citizens and for native wildlife.

Tamar Krantz, Louisville, asked if there are any more detailed plans for the new open space that will be at Redtail Ridge and if there is any intention to preserve any of the wildlife in that area including the prairie dog colonies.

Mayor Leh encouraged the staff to consider hiring a consultant for the PROS master plan that understands the difference between parks and open space.

ORDINANCE NO. 1886, SERIES 2024 – AN ORDINANCE AMENDING TITLE 5 OF THE LOUISVILLE MUNICIPAL CODE CONCERNING LIQUOR AND MARIJUANA LICENSING – 2ND READING, PUBLIC HEARING (advertised *Daily Camera* 12/08/24)

Mayor Leh opened the public hearing and Interim City Clerk Kline gave the staff report.

Kline stated the proposed changes to the liquor and marijuana codes are to bring them into alignment with new state statutes passed earlier this year by the General Assembly.

Councilmember Cooperman asked if there are upsides or downsides to the biannual licensing as opposed to the annual licensing for the City specifically? Kline stated staff is neutral on that point. It is not likely to change much in the way of staff workload.

Councilmember Cooperman asked how the language regarding modification of marijuana premises compares to language for any other sort of modification of premises for a different kind of business. Kline stated the new state language is that if a marijuana establishment is going to modify their premise, they don't have to ask permission first. With a liquor license, they still must ask permission. Staff decided that was not in the best interest of Louisville so staff is proposing the City continue to require a modification of premise for any marijuana establishment.

Councilmember Cooperman asked if the City is involved with enforcement related to liquor or marijuana establishments. Kline stated enforcement can be done either at the local level or the state level. Once the Clerk's Office is fully staffed again we will resume enforcement with the Police Department, not only for marijuana, but for liquor.

Mayor Leh asked if sales over the internet are allowed. Kline stated stores are now allowed to sell over the Internet and to deliver. The person who places the order has to be the person who receives the order. The person who is doing the delivery has to check the ID of the person.

Public Comments - None

Public Comments - None

Councilmember Cooperman stated this is simply updating our ordinances to reflect changes at the state level. He is satisfied with the way that staff chosen to write the ordinance. He is in support.

Mayor Leh closed the public hearing,

Motion: Dickinson moved to approve the ordinance; Kern seconded the motion.

Vote: Motion carried by unanimous roll call vote (Councilmember Hoefner absent).

DISCUSSION / DIRECTION – 2025 LEGISLATIVE AGENDA

Mayor Leh introduced the item. Interim Deputy City Manager Muth gave the staff presentation.

Muth stated the 2025 draft legislative agenda is based on the 2024 version. Generally, the legislative agenda is used as a guiding document for the City's engagement on legislative affairs. As the state legislature starts its session and proposes new regulations this document will guide how staff and council may respond to those. It covers various areas on which the City would like to take a position. Staff is here to get feedback on this draft.

Public Comments

Cathern Smith, Louisville, encouraged Council to have more clarity in the document on when a councilmember can take a position or not. She asked for more stringent language in the oil and gas section.

Members discussed the draft and gave changes and updates they wanted to see.

Staff will bring back a new version incorporating tonight's discussion items for council consideration at an upcoming meeting.

2024 WORK PLAN CLOSE OUT

Interim City Manager Fox gave the staff presentation reviewing the status of the work plan items. She also highlighted the awards from the year and the rest of the work staff did in addition to the work plan.

Public Comment – None.

Councilmembers thanked staff for all their work in 2024.

CITY ATTORNEY'S REPORT

None.

IDENTIFICATION OF FUTURE AGENDA ITEMS

None.

ADJOURN

Members adjourned at 9:00 pm.

Christopher M. Leh, Mayor

Genny Kline, Interim City Clerk

City Council

Special Meeting Minutes

**February 11, 2025
Library Meeting Room
951 Spruce Street
6:00 PM**

Call to Order – Mayor Leh called the meeting to order at 6:00 p.m. **Roll Call** was taken and the following members were present:

City Council: ***Mayor Chris Leh
Mayor Pro Tem Caleb Dickinson
Councilmember Josh Cooperman
Councilmember Deborah Fahey
Councilmember Barbara Hamlington – remote
Councilmember Dietrich Hoefner
Councilmember Judi Kern – remote***

Staff Present: ***Samma Fox, Interim City Manager
Meredyth Muth, Interim Deputy City Manager
Kurt Kowar, Public Works Director
Rafael Gutierrez, Police Chief
Geoff Nettleton, Civil Engineer III
Jordan Jeffries, Assistant City Engineer***

APPROVAL OF THE CONSENT AGENDA

Mayor Leh asked for changes to the consent agenda; hearing none he asked for a motion. **Motion:** Councilmember Hamlington moved to approve the consent agenda, seconded by Councilmember Hoefner. **Vote:** All in favor.

- A.** Approval of Employment Agreement for Diana Langley, City Manager

REGULAR BUSINESS

PRESENTATION / DISCUSSION: TRAFFIC CALMING

Director Kowar introduced Geoff Nettleton and Jordan Jeffries to give the presentation. He noted that staff brings information to council based on metrics, trends, and data. He

added the community often wants a variety of different things, but the goal from staff is to get things right and to do them well.

Nettleton agreed with Kowar that the goal is a safe system and vision zero. He then reviewed various community concerns staff hears related to traffic calming. He reviewed Colorado traffic laws related to crosswalks and pedestrians/cyclists. He reviewed the Federal Highway Administration's safe system approach, and the key principles staff uses to keep everyone safe. He highlighted the traffic calming that is already installed in town including HAWK and Rectangular Rapid Flashing Beacon (RRFB) signals, speed cushions, and other countermeasures.

He noted the focus areas staff use include speed management, pedestrian and bicycle safety, and intersection safety along with education, enforcement, and engineering. He added that different types of streets call for different measures. In addition to those factors, staff considers traffic volume, speed, school zones, accident history, on-street parking, community input, and other information. He reviewed upcoming traffic calming items staff may recommend be part of this year's paving contracts if costs allow.

Members discussed the traffic calming on Washington and Polk/Dahlia and the kinds of complaints they get from residents. Director Kowar stated the cushions on Washington are designed to exact specifications and are not larger or more difficult than intended for that street. Changing out the ones on Washington would likely cost \$100,000 or more.

Mayor Pro Tem Dickinson left the meeting at 6:42 pm.

Nettleton reviewed the work on Polk/Dahlia including handled raised crosswalks, advisory bike lanes, and more. The street is planned for repaving in 2026; staff will make a recommendation on what to do long-term at that time. He reviewed the community engagement process both before and after the changes and the speed data. Members discussed the survey results and possible ideas for when repaving happens.

Mayor Pro Tem Dickinson returned to the meeting at 7:11 pm.

Nettleton reviewed the lane reductions and buffered bike lanes on Via Appia that were installed to improve traffic safety on the corridor. He noted it has reduced speeds on the corridor. He reviewed the accident data for South Boulder Road and Via Appia; it shows a decrease in accidents. He highlighted some additional improvements that could be added to the corridor if Council is interested.

Members discussed how residents have been responding to the changes and the complaints or compliments they have received. Director Kowar noted the repaving of Via Appia is not scheduled until 2028 so there is plenty of time to decide what changes people and the Council might want.

Staff reviewed some of the recommendations they think could enhance the corridor further. Members discussed the recommendations, made suggestions, and discussed possible changes to the infrastructure that could happen before full repaving in 2028.

Nettleton reviewed possible options for photo enforcement including pros and cons associated with using photo enforcement. Chief Gutierrez added the department is happy to work with Public Works to get more information about this if Council is interested in exploring it further. Council was generally supportive of getting additional information on photo enforcement.

ADJOURN

Members adjourned at 9:20 pm.

Christopher M. Leh, Mayor

Genny Kline, Interim City Clerk