

Library Board of Trustees

**Thursday, May 8
Library Second Floor Boardroom
951 Spruce Street
6:30 PM**

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

- You can call in to + 1-719-359-4580, 877-853-5247 (Toll Free)
- Webinar ID #841 1584 2014
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/libraryboard.

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

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes (March 2025)
5. Louisville Comprehensive Plan Update (Jeff Hirt)
6. LPL Foundation Report
7. Director Report
8. Little Free Library - Discussion
9. City Council Presentation Feedback - Discussion
10. LBOT Priorities for 2025 - Discussion
11. Public Comments on Items Not on the Agenda
12. Board Comments
13. Discussion Items for Next Meeting
14. 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 at 303 335-4536 or MeredythM@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, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

Library Board of Trustees

Meeting Minutes

**13 March 2025
Library Meeting Room
950 Spruce Street
6:30 PM**

Call to Order – Chairperson Cole called the meeting to order at 6:32PM

Roll Call was taken and the following members were present:

Board Members Present: Alan Halpern, Laurel Cole, Allie Benz, Carrie Cortiglio, Jaime Dufresne, Carol Burkett (Alternate Superior representative), Cheryl Lynn Achterberg (Primary Superior Representative), Heather Wiegand

Board Members Absent: None

Staff Members Present: Kristen Bodine

Approval of Agenda – The agenda was approved by all members.

Approval of Meeting Minutes –

The minutes from the January 2025 meeting were approved as written

The minutes from the November 2025 meeting were approved as written

LPL Foundation Report - Carrie

Considering switching banks

Kicking off fundraising for summer reading (using one of the library's business databases as a tool in this effort)

Not planning for the book donation campaign this year, in part because of the planned closure.

Library Staff Report

Recruitment for new Cultural Services Director underway.

Strong candidate pool

Will schedule a public meet and greet with finalists, expected to be in early/mid-April.

Carpet and Paint project for the library

Budget approved in February

Library closing for 4-5 weeks for the project with limited services available

Hold pick ups in the lobby (Tues – Thursday 10 – 6, Friday/Sat 10-5, Closed Sunday/Monday) – will include ILL from other libraries

Small browsing collection

Early literacy sessions at two locations – Tuesdays, Thursdays

Virtual programs planned

Back office program work

No public restrooms during this time

The library will have a complete closure at some point TBD during the project

Extended returns encouraged

Alan suggested a “check out a bag of books” event just prior to the closing

Jaime asked how staff are feeling about this pending project – generally good, excited, looking forward to tackling projects that have been on the back burner

Little Free Library

New LFL for Superior will be picked up and installed at either Founders Park or the new Miners’ Park. Cheryl will be responsible for keeping this LFL stocked.

Several of the LFL have no plaque indicating the connection to the “Big Free Library”

How do we want to use the LFLs around town to promote the library – bookmarks, fliers?

Custom bookmarks – map of the LFLs and main library, link to foundation donation page

Laurel to ask about the foundation underwriting

Alan: Leverage the plethora of LFLs around town

Cheryl: maybe an article in a local publication – Heather to draft PR/article in April

2025 Work Plan Discussion

Economic Vitality – Library as anchor space/store for Historic Downtown Louisville

How is the library represented in the downtown revitalization plan? (A cultural services staff member (Iris LAST NAME) sits on this workforce which has not started meeting yet)

How to make the library more visible – mural on the side facing main street, featured on the wayfinder signs around town)

Support local businesses – create awareness of the library’s business resources

Jaime – more specific numbers to highlight – how many people come to first Friday’s, winter carnival, summer reading events

Does the library belong to the Chamber of Commerce? Yes

Engage with the Chamber of Commerce around the re-opening after the paint/carpet project completes

Larger event to coincide with the summer reading kick off

Core Services

Library is not listed as a core service

Many of the library's existing services support initiatives under Core Services – especially around accessibility, technology – ex: adult / senior programming, technology lending services, museum passes, language support: support / services for ESL/Non-English speaking community members (could this be something the library leads for the city, and the LBOT takes on as a focus for this year)

Safety

Resources for supporting mental health

Support for LGBTQ (youth)

Social connection

Learning opportunities around online safety, etc.

Library offering space for school-affiliated LGBTQ+ groups to meet when schools are not in session

Library displays to show belonging (the displays are fantastic, keep it up!)

Poison control info session at story time

Fire safety

Pet safety

Library is a designated cooling shelter and has been a shelter in place space during an emergency in which people might be displaced

Affordable Housing

Everything at the library is free and affordable

Resources to navigate housing situations (first time buyers, savings plans, tenants rights)

Eliminated overdue fines on all youth items (adult fines are suspended but haven't been officially eliminated)

Laurel to work on the slides and will present at the 22 April meeting

Public Comments

- None

Board Comments

None

Discussion Items for Next Meeting

Summer Reading Program, and help needed

LFL

Adjourn – The meeting was adjourned at 7:58PM

SUBJECT: COMPREHENSIVE PLAN UPDATE

DATE: MAY 8, 2025

PRESENTED BY: JEFF HIRT, AICP, PLANNING MANAGER

PURPOSE

The purpose of this agenda item is to update the Library Board of Trustees (LBOT) on the status of the [Comprehensive Plan](#) ("Plan") and request targeted feedback on the Plan's goals and strategies.

BACKGROUND

The City is updating its Comprehensive Plan. The Plan is adopted by City Council and required by state law. The Louisville Municipal Code (LMC) Section 17.64.050 also requires a Plan update at least every ten years. The last Plan update was in 2013. The Plan update is an opportunity for the community to refresh the City's overall vision, values, and policies on a range of topics including but not limited to land use, development, and infrastructure. The time horizon the Louisville Comprehensive Plan will address is about 20 years. The Plan is not the City's official zoning map and is not regulatory, but it does articulate official City policy that guides a range of decisions.



The Community Development Department is managing the Plan update in close coordination with City Council, Planning Commission and numerous other City boards, commissions, and departments with a consultant team led by Design Workshop with subconsultants Fehr and Peers (transportation), Economic and Planning Systems (economics analysis), and Spirit Environmental (sustainability, resilience, etc.).

The project is over half complete with a target adoption date of late Summer 2025. To date, several thousand residents have provided input on the plan. This input guided development of the Plan's [Vision Statement and Core Values](#) and is guiding the Plan's drafting. City Council and Planning Commission have also provided direction on the Plan's future land use policies (see Attachment 2). Link 4 is a summary of the Plan's most recent community engagement.

The Community Development Department is seeking input from several boards and commissions early 2025 as the project team is starting to draft the Plan. Specifically, the primary purpose of these discussions is to address the goals and strategies of the Plan that are aligned with the board or commission's role.

LBOT Related Goals and Strategies

Attachment 3 includes a summary table of the potential goals and related strategies that may be in the Comprehensive Plan related to the LBOT's role. Specifically, those goals or strategies related to library services. These goals and strategies will be part of a broader Plan framework of goals and strategies that will be organized around the Vision Statement and Core Values.

The purpose of these goals and strategies is to articulate City policy on specific topics. The Plan is a policy document and not regulatory, but these statements will guide City decision making on a range of topics like budgeting, programming, capital projects, and land use decisions. The Plan will also inform the City's upcoming Parks, Recreation, and Open Space (PROS) Master Plan update.

SCHEDULE AND NEXT STEPS

The project team is seeking input from several City boards and commissions in early 2025 to inform the Plan's drafting, followed by continued discussions with Planning Commission and City Council. Following this input the project team is working towards an early July public review draft period with community engagement. At that time there will be extensive community notification of the draft availability and opportunities for input. The target adoption of the Plan by City Council is late Summer 2025.

REQUESTED PPLAB FEEDBACK

City staff are requesting feedback from the LBOT on the relevant draft, preliminary goals and strategies in Attachment 1. Specifically:

- What are the most important things to capture in describing the goal or strategy in Attachment 1 in the Comprehensive Plan?
- What goals and strategies within LBOT's role are missing from the list in Attachment 1 that should be included in the Comprehensive Plan?

ATTACHMENTS/LINKS:

1. Potential Goals and Strategies for LBOT Input
2. Comprehensive Plan Future Land Use Framework Draft Summary
3. [Comprehensive Plan Vision Statement and Core Values](#)
4. [December 2025 Community Engagement Summary](#)
5. [Project Website](#)
6. [2013 Comprehensive Plan](#)

Attachment 1: Comprehensive Plan Goals and Strategies (for LBOT)

The purpose of this document is to seek input from the LBOT on the Comprehensive Plan's potential goals and strategies. The table below reflects potential goals and strategies related to LBOT's role as topics that don't yet have their language refined. These will evolve and be part of a broader articulation of City goals and strategies on a range of topics in the Plan.

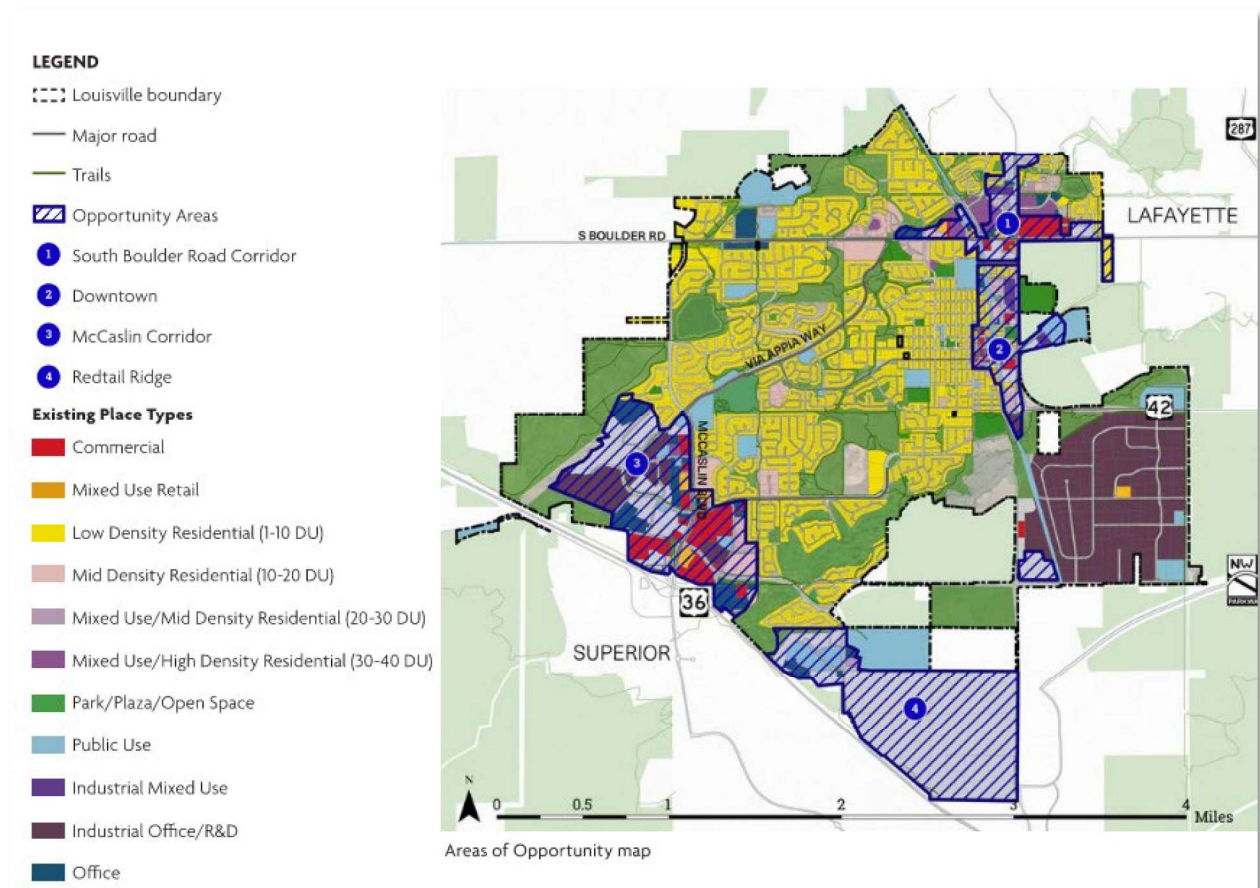
Please review the content in the table below and be ready to discuss while considering the following questions:

- *What are the most important things to capture in describing the goal or strategy in the Comprehensive Plan?*
- *What goals and strategies are missing from the list below that should be included in the Comprehensive Plan?*

Summary of Potential LBOT Related Goals and Strategies in the Comprehensive Plan	
Draft GOAL Topic	Draft STRATEGY Topic
1. Enhance Library Levels of Service	• Evaluate and update Library funding sources, including development impact fees currently assessed on all new residential dwelling units to ensure the fee is calibrated to the community's library level of service expectations.
2. Support for Art and Culture in Louisville	• Evaluate options for a performing arts center. • Adopt policies supporting public art installations (e.g., as part of City capital projects, private development amenities, etc.). • Consider update to the Cultural Arts Master Plan (2017).

Attachment 2: Louisville Comprehensive Plan Draft Future Land Use Framework

The Comprehensive Plan will include a future land use framework that acts as City policy for land use decisions. This will include a citywide map of desired future land uses and accompanying descriptions of different place types (e.g., low density residential, commercial, parks, etc.). The Plan will address the entire city, but with more granular recommendations for areas more likely to change (“Opportunity Areas”). The map below is the current draft that shows such areas of change. In early 2025, Planning Commission and City Council provided direction to address future land uses within each of the four areas of change as summarized in the table below. These groups also provided direction that the Plan should provide policies supporting some limited, context sensitive redevelopment in the places outside of the areas of change.



Comprehensive Plan Draft Future Land Use Framework – March 2025	
Opportunity Area	Framework
1. South Boulder Road	• Mid-density residential uses in some locations near South Boulder Road and Highway 42, opportunity to consider 3-stories. • Mixed use residential and commercial along some parts of South Boulder Road; consider allowing residential by-right in mixed use districts.
2. Downtown Louisville	• Maintain ground floor retail and other street level active uses in commercial area. • Propose mid-density residential in some locations, including above ground floor retail. • Consider 3-stories in some locations, including near future transit. • Support enhancements to community gathering places. • Address as a special character area with supplemental policies addressing design, scale, and land use.
3. McCaslin Corridor	• Mid-density residential uses along Centennial Blvd, changing current zoning from office, and designed in a manner that promotes a neighborhood feel. • Maintain commercial (retail) as primary use along McCaslin Blvd. • High-density residential/mixed use near US 36; consider 4 stories, possibly up to 5 stories at locations along US 36. • Incorporate parks, green space, or trail connections to promote transportation and open space connectivity.
4. Redtail Ridge	• Mid-density residential and mixed-use residential uses at some locations, opportunity to consider 3 or 4 stories. • High-density residential near relocated hospital site and along US 36; opportunity to consider 4-stories, consider transit connections. • Propose mid- to high-density housing inter-mixed with office, R&D and industrial uses when appropriate to support jobs-housing balance and vibrancy. • Consider a community green area, green corridor and trails network to promote livability/workability.

LBOT

May 8, 2025

Citywide Comprehensive Plan Update



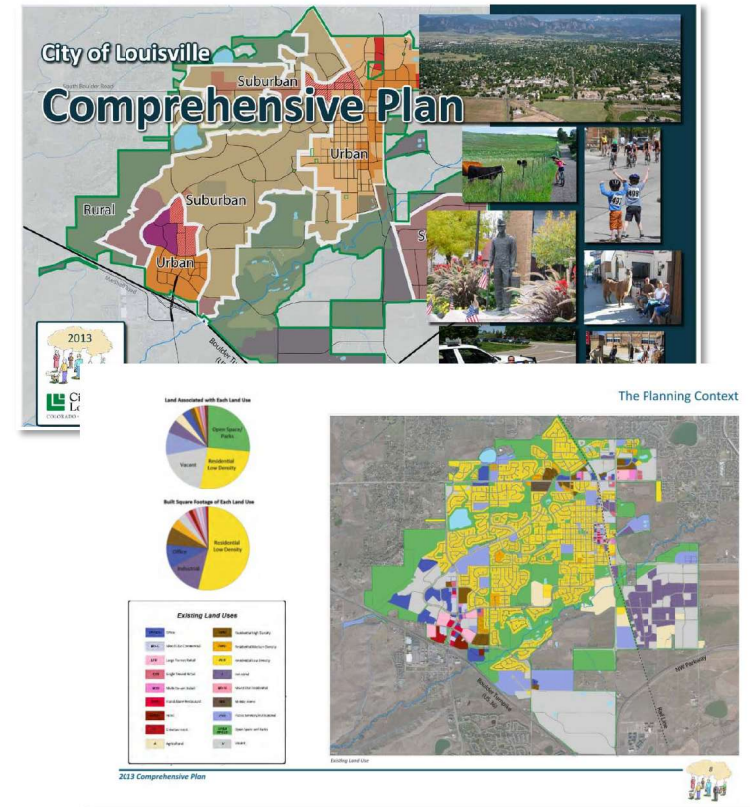
Meeting Purpose

1. LBOT Comprehensive Plan project update
2. Targeted questions to inform Plan drafting



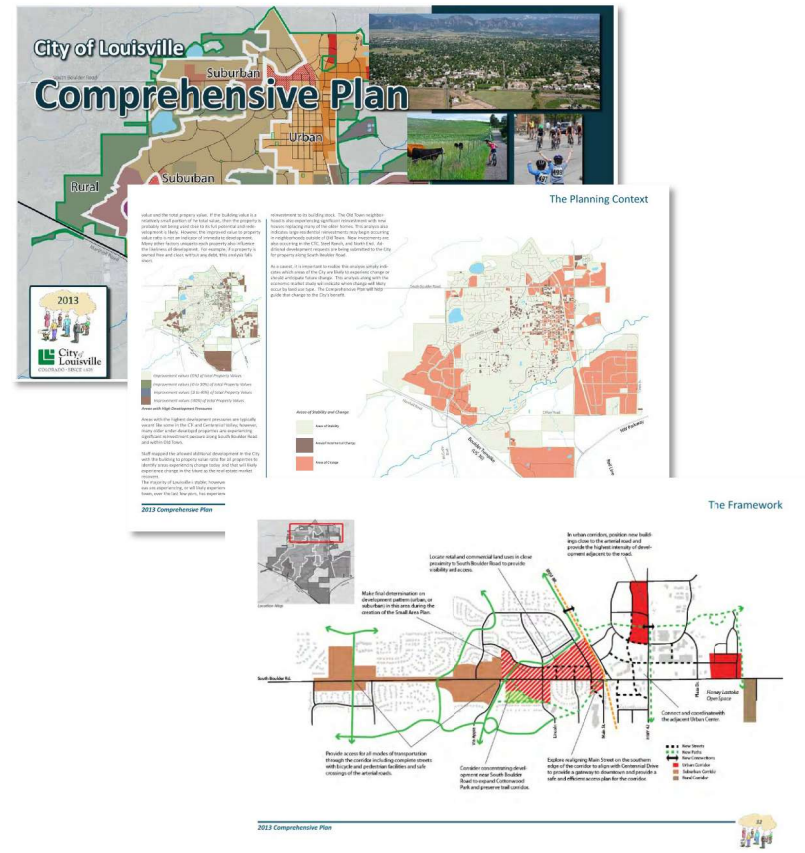
Plan Overview

- Citywide policy that focuses on land use and development but addresses a wide range of topics.
- Not zoning or regulatory, but important foundation for City decisions related to land use, development, capital projects, programming, etc.
- Required update every ten years (last update 2013)



Comp Plan Interface with LBOT

- Identification of areas of change related to land use and development
- Statement of priority goals and strategies related to library, arts, and culture



Progress to Date

- Early 2024 kickoff
- Three rounds of community engagement in 2024 with over 2,000 residents participating
- Vision and Values statements endorsed by City Council
- Future growth scenarios shared with community late 2024



Comprehensive Plan Vision Statement

Louisville is committed to being an equitable, resilient, and sustainable community where everyone has the opportunity to thrive – now and for future generations. We strive for a vibrant future where Louisville will evolve and adapt to change in ways that respect our past and support our high quality of life.

Comprehensive Plan Core Values

- Community Character: We value a balanced approach to change that embraces and enhances our community character.
- Community Connectivity: We value knowing our neighbors through a community network that is inclusive and inter-connected.
- Environmental Sustainability: We value climate action, environmental resilience, and adaptation to promote environmental sustainability for the enduring vitality of our community.
- Economic Vibrancy: We value thriving and dynamic businesses that support and engage the community.
- Community Places: We value community places to bring people together and support healthy living including parks, open spaces, and other public places.
- Civic Leadership: We value transparent, collaborative, and fiscally responsible local government.



City Council Direction - Land Use & Development Framework

- Focus change in defined opportunity areas (areas of change/areas of stability)
- Implementation of Louisville Housing Plan
- Support for mixed use development in some locations
- Higher intensity development closer to US 36



LEGEND

--- Louisville boundary

— Major road

— Trails

▨ Opportunity Areas

① South Boulder Road Corridor

② Downtown

③ McCaslin Corridor

④ Redtail Ridge

Existing Place Types

■ Commercial

■ Mixed Use Retail

■ Low Density Residential (1-10 DU)

■ Mid Density Residential (10-20 DU)

■ Mixed Use/Mid Density Residential (20-30 DU)

■ Mixed Use/High Density Residential (30-40 DU)

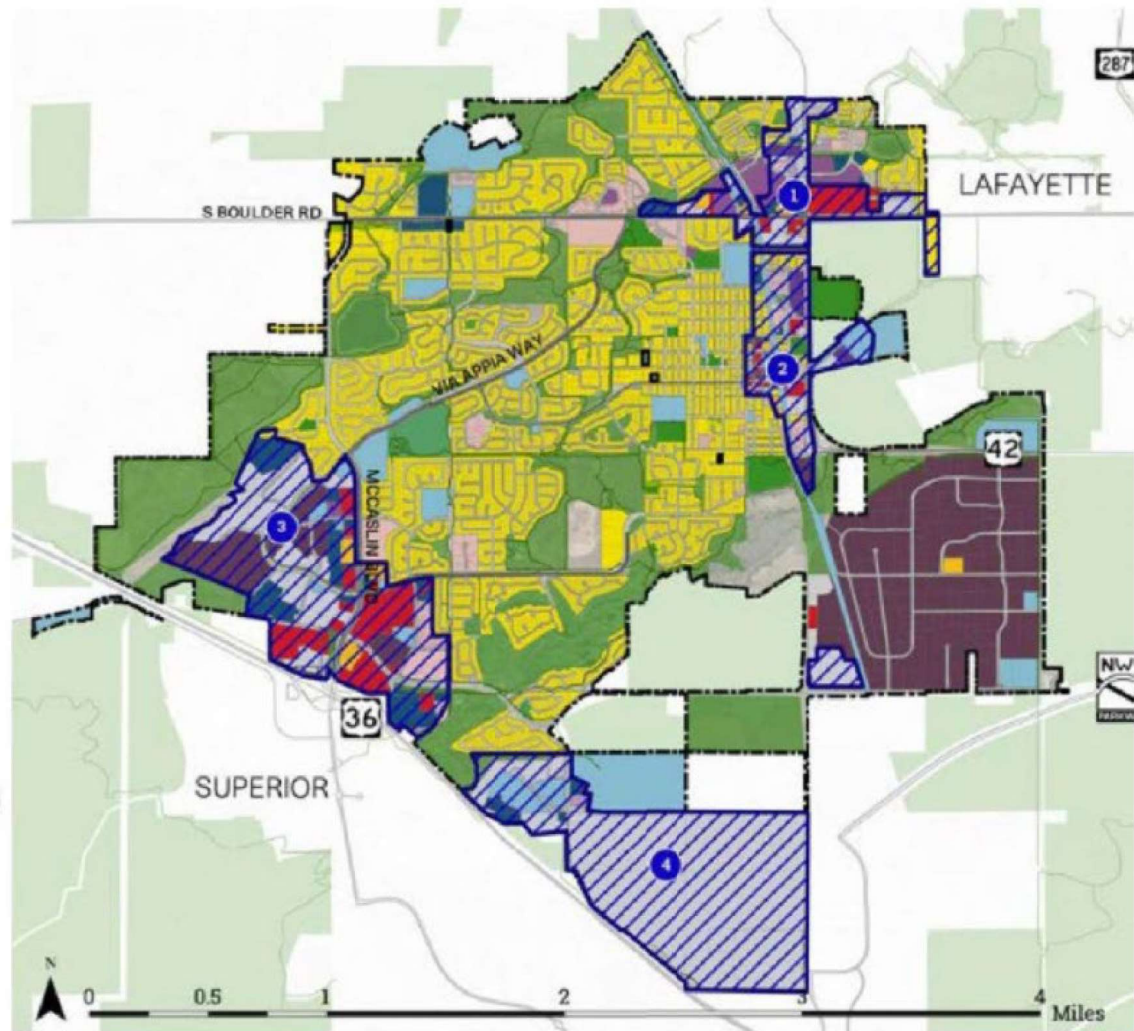
■ Park/Plaza/Open Space

■ Public Use

■ Industrial Mixed Use

■ Industrial Office/R&D

■ Office



Areas of Opportunity map

Comprehensive Plan Draft Future Land Use Framework – March 2025

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Potential LBOT-Related Goals and Strategies

Potential LBOT-Related Goals and Strategies

- **Enhance Library Levels of Service**
 - Evaluate and update funding sources to match with community expectations
- **Support for Art and Culture**
 - Evaluate performing arts center
 - Adopt public art supportive policies
 - Consider updates to Cultural Arts Master Plan



Next Steps

1. Public review draft early July
2. City Council adoption planned for late Summer 2025
3. Development Code update scoping starts immediately after Comprehensive Plan adoption

Requested LBOT Feedback

1. What are the most important things to capture within LBOT's role in describing the Plan's goals and strategies?
2. What goals and strategies are missing from this initial list related to library services?

engagelouisvilleco.org/comp-plan



Library Board of Trustees Directors Report May 8th, 2025

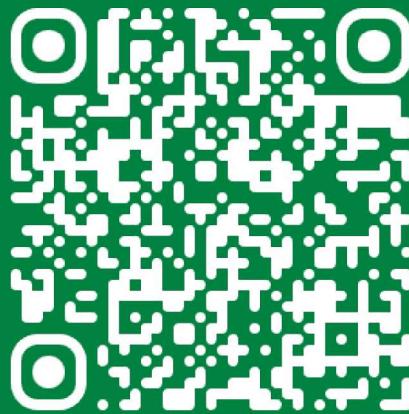
- Library reopening after carpet and paint project
- Summer Carnival – Wednesday June 11th
- Summer Reading starts May 23rd
- Library Statistics Overview (shared with Council at the Work Plan meeting, and will be in the upcoming Community Update newsletter that is sent to all Louisville households)
 - Library visits per capita (as of 2023 data) are 6.02, which is higher than any library with a similar service size than us and significantly higher than average (3.45) or Lafayette, our closest library (4.68).
 - Our circulation per capita is 18.22, which is also the highest of any Colorado library with a similar service size and significantly higher than average (8.78). Lafayette is 12.9.
 - 616 visitors a day on average in 2024

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Monday-Thursday
10 AM – 8 PM

Friday & Saturday
10 AM – 5 PM

Sunday
1–5 PM

This Little Free Library was
built by a Louisville Eagle
Scout and is maintained by
the Board of Trustees of the
Louisville Public Library.