

City Council

Meeting Minutes

January 15, 2019
City Hall, Council Chambers
749 Main Street
7:00 PM

Call to Order – Mayor Muckle called the meeting to order at 7:00 p.m.

The following members were present:

City Council: **Mayor Robert Muckle**
 Mayor Pro Tem Jeff Lipton
 Councilmember Jay Keany
 Councilmember Chris Leh
 Councilmember Susan Loo
 Councilmember Dennis Maloney
 Councilmember Ashley Stolzmann

Staff Present: **Heather Balsler, City Manager**
 Megan Davis, Deputy City Manager
 Kevin Watson, Finance Director
 Nathan Mosely, Parks, Recreation, & Open Space Director
 Aaron DeJong, Economic Development Director
 Kurt Kowar, Public Works Director
 Rob Zuccaro, Planning & Building Safety Director
 Chris Neves, Information Technology Director
 Sharon Nemechek, Library Director
 Dave Hayes, Police Chief
 Kathleen Hix, Human Resources Director
 Emily Hogan, Assistant City Manager for Communications
 & Special Projects
 Felicity Solvoski, Planner I
 Meredyth Muth, City Clerk

PRESENTATION – HISTORIC CONTEXTS REPORT

Planner Solvoski stated the Preservation Master Plan sets out steps including the preparation of three historic contexts one each for industrial, agriculture, and residential/commercial. She introduced Dr. Rebecca Schwendler who completed the reports.

Schwendler stated a historic context is a narrative for understanding a place's history and identity. The historic context documents prepared for Louisville seek to provide information that supports City decision-making. The goals of the Historic Context Studies are to:

- 1) Summarize historical trends in settlement and architecture;
- 2) Identify architectural forms and styles that represent different time periods, geographic areas, industries, and ethnic groups;
- 3) Identify gaps in information about architectural forms, styles, and distributions;
- 4) Prioritize future documentation of buildings;
- 5) Identify the architectural elements and qualities that make some buildings significant; and
- 6) Understand the kinds of modifications that are and are not compatible with significant historic buildings.

These include a tapestry of personal stories, historical events, architectural descriptions, and collective visions. The goals are to summarize historic trends, identify architectural styles and structural types, understand compatible modifications, identify information gaps, and prioritize future documentation. This will let everyone better understand the city's history and historical resources and also to invest resources more wisely.

Schwendler gave an overview of how the reports were researched and written and then reviewed each report.

Residential

She reviewed architectural forms in Louisville and pointed out what is common and what is rare. Styles show the scale in Louisville is small and working class. She reviewed how the town developed geographically. The report recommends documenting houses and housing types that are being lost and encouraging landmarking.

Commercial

She noted the early business types and building uses in town. She reviewed the architectural forms of commercial buildings noting many commercial buildings are now residential. Recommendations for this area include documenting more mid-twentieth century commercial buildings, conducting intensive architectural surveys, and landmarking.

Agriculture/Industrial

She noted there are many agricultural uses in town including silos, outbuildings, and grain elevators and she reviewed barn forms. She noted there is one remaining mine dump in town and that should be documented. She added the industrial findings of note include the railroad and the mines. Recommendations include documenting sites, especially the mine dump from the Rex No. 1 mine.

Schwendler stated the suggested next steps include intensive architectural surveys, landmarking outreach, and education.

Mayor Muckle asked how the mine dump could be landmarked.

Schwendler stated documentation is critical. Landmarking it in open space could draw attention to that part of Louisville's history. Landmarking it would mean that if there were any proposed land use changes the landmark would have to be taken into consideration about how it would be affected.

Councilmember Loo stated it appears \$177,000 has been spent on documenting the history so far and more money spent on that would be worthwhile as stuff is disappearing quickly. One of the recommendations is to take photos of everything. She supports that as we don't have an aggressive landmarking program to save items.

Mayor Muckle agreed that would be a good use of funds.

DISCUSSION/DIRECTION – 2018 IMS PAVEMENT SURVEY RESULTS

Director Kowar stated this pavement process is a continuation of previous work and this is an update on where we are currently. Our pavement results were at 67 in 2018; we were a 64 in 2016. The current target is 75 with nothing under 35. He noted that some of the under 35 streets are still constrained by needed water and sewer upgrades.

He noted of the funds we use for paving 40% is used for concrete work and 60% for the actual paving. He reviewed previous funding for pavement and how it is anticipated to affect scores. He stated the best plan is to keep a fixed cost on pavement every year and keep the streets rotating through the fair to excellent rankings. He reviewed budget alternatives to keep all streets above 35 noting the current model shows us reaching the 75 average in 2028.

Mayor Pro Tem Lipton asked if staff would be able to do anything in 2019 above what we already have planned. Director Kowar stated staff needs to get bids out in the next 30 days so it would be difficult to add to the current scope at this point unless it was a really easy addition. Mayor Pro Tem Lipton asked if we could lock in prices for 2020 earlier. Director Kowar stated that could happen if staff prepared the bids early this year. Mayor Pro Tem Lipton suggested if there are better strategies for bidding multiple years that would save money we should consider them.

Councilmember Stolzmann asked if the language should be clarified so it is clear what the policy is for the streets on the lower end of the index. The current policy goal is to have no street under 35 and that is not clear. If we aren't meeting that goal, staff needs to tell Council how much money is needed to do so. Our goal was to get to a steady state by 2021.

Councilmember Stolzmann stated this new information is clear we are not meeting the five-year goal, it will be very expensive to do that, and we still need to address the back log. Councilmember Stolzmann stated Council set the numbers to make sure everyone has a good street. Given the new information, she feels we need to figure out a way to fund the program so we can reach our goal of 75 sooner than 2028.

Councilmember Loo stated if there is a way to reach our goal sooner than later we should find more money.

Mayor Muckle stated this seems a good plan so far; the bad roads are going away and the numbers are going in the right direction. He recommended seeing where this year's bid numbers are and if they are low we should see if we can add more to it.

Councilmember Maloney agreed the direction is good. He too would like to see streets scoring higher. We need to continue down this path and be committed. We won't know if we have more money until middle of the year. Stay the course. Councilmember Keany agreed.

Director Kowar stated it will likely be hard to add on to contracts after bidding because of scheduling issues. The goal is to spend the money we have this year to get the best product without putting the schedule at risk.

Councilmember Maloney asked when the final report will be available. Director Kowar stated it should be within a few weeks. Councilmember Maloney would like that info midyear when we know if we have more funding available.

Councilmember Stolzmann stated it is frustrating this conversation was not tied to the budget process so we could have budgeted more money for this year. Next year this should be tied to the budget discussions.

Councilmember Loo asked Council to not get complacent about streets in the coming years. Spend the money to keep the streets in good shape.

UPDATE – NEIGHBORHOOD TRAFFIC MANAGEMENT

Director Kowar reviewed the progress since 2016 including improvements, the media campaign, and the results of lower speeds in the targeted areas. Most of the areas show lower speed after the improvements.

Councilmember Loo asked if these results will stay consistent. Director Kowar stated we won't know but will do speed studies to follow this.

Councilmember Leh stated these results were impressive.

DISCUSSION/DIRECTION – 2019 WORK PLAN

Mayor Muckle stated the goal is to have a final work plan list tonight. It will then be prioritized at the January 29 meeting. Members reviewed each topic to determine if it should be kept on the list.

- Transportation Master Plan – keep on list
- South Boulder Road connectivity – keep on list
- Paving – keep on the list and have further discussion later in the year
- Water, sewer, and storm rates – keep on list
- Trash hauler RFP – keep on list

Mayor Muckle would like to discuss adding an item for a new trash hauler ordinance requiring all haulers in the City to do things such as single-stream recycling.

Councilmember Loo was concerned it would take a lot of staff time. Councilmember Stolzmann stated of all things that affect sustainability, this may not be a priority. She would rather address the larger items that affect carbon emissions. We should prioritize our sustainability efforts as a whole.

Members decided not to add this as an additional item.

- Parks usage – remove from list

City Manager Balser stated staff is looking for direction on how to handle commercial use in the parks and if the payment structure should be changed. It can be worked on by staff and brought back to Council and not be on the official list.

Members decided to remove this item.

Councilmember Stolzmann requested this item be included in the discussion of fees for the 2020 budget.

- Walkway maintenance – remove from list

Mayor Muckle asked if staff is ready to discuss this. City Manager Balser stated it is a carryover from 2018 and while it is not a high priority, it will need to be addressed at some point and staff will need some policy direction.

Councilmember Leh noted this item will be very staff intensive and there is no urgency. We should address it when we can. Mayor Pro Tem Lipton stated it does not need to be on the work plan.

Staff will remove this item and bring something back to Council when they need direction.

Mayor Pro Tem Lipton stated this is really a staff issue not a City Council work plan issue. City Manager Balser stated staff can continue to work on items and bring them to Council when and if they need direction.

- Open Space/Parks enforcement – keep on list
- Coyote run update – keep on list
- Reserve policy – keep on list

Councilmember Maloney stated this is already on the Finance Committee work plan and they will bring a recommendation to Council.

Mayor Muckle wants to add “open space management” as an item. He wants an assessment of what the needs are for open space; what the resources are; what do we need to have in the budget for optimal management. Mayor Pro Tem Lipton would like this information but feels this is a staff priority, not a Council work plan issue. Others agreed we need a maintenance and management plan, and to add it to the list.

- Medians and landscaping – keep on list

Councilmember Stolzmann stated Council will need some recommendations on what is needed and what the priorities should be. City Manager Balser stated staff and PPLAB will provide those.

- Rec center fees – keep on list
- Golf assessment/fees – keep on list
- Senior services update – keep on list

Deputy City Manager Davis stated the Area Council on Aging is working on a report that will be brought to Council to review the data.

Mayor Muckle asked if that conversation will include a discussion of a Senior Board.

Councilmember Leh stated this update will inform that conversation and then Council will need to determine how to move forward. Councilmember Leh said it is a broad conversation of how seniors’ interests are addressed by Council.

Members decided to keep it on the list.

- Public art – keep on list

Councilmember Stolzmann asked if the LCC can do art work on an art loan program. Mayor Pro Tem Lipton will bring the item to the LCC.

- Mj regulations – keep on list
 - Design guidelines and sign code – keep on list
 - Miners cabins – keep on list
 - Affordable housing – keep on list
 - Height calculations – keep on list
 - HPF funding – keep on list
 - Re zoning – keep on list
 - O zoning – keep on list
 - PUD review and waiver criteria – keep on list
 - Dark sky lighting – keep on list
 - McCaslin study implementation – keep on list
 - Conoco Philips – keep on list
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- Review BAP policies – keep on list

Councilmember Maloney stated the Finance Committee could bring a recommendation. City Manager Balsler suggested also getting feedback from the BRaD Committee. Members agreed.

- Downtown parking – keep on list
- LRC – keep on list

City Manager Balsler stated BRaD would like Council to consider a step in the development process at which Council can review concept plans early in the development process.

Councilmember Stolzmann stated Council can't assure a project will get approved therefore she feels there is no value in such a process.

City Manager Balsler stated BRaD knows that but wanted to make the recommendation. Councilmember Leh stated some might put money into this process just to get this input before the full application process just to get some initial information. The consideration of this would be valuable with the business community.

Members decided to add "sketch plan process for design review."

- Fiscal policies – keep on list

Councilmember Maloney stated this is already in process with the Finance Committee.

- Regional partnerships – keep on list
- New technology/engagement – keep on list
- Middle mile network – keep on list
- 2020 budget – keep on list

- TABOR revenue options – keep on list
- 2021-22 budget process – keep on list
- Strategic plan implementation – keep on list

- Board/commission Structure & Appointment Process – keep on list

Mayor Muckle would like the Council to review the mission and role of one to two boards per year. He would like to keep it as a manageable work item.

Mayor Pro Tem Lipton stated we need to determine if we are right-sized for boards and commissions and if the mission of each board is still relevant to our needs going forward. We need to see if we need reorganization for the next 5-10 years.

Councilmember Leh stated maybe this is not a project for this year.

Mayor Muckle asked if this is a comprehensive review or targeted. Councilmember Maloney stated we need to start with a comprehensive review.

Members decided to remove a more comprehensive conversation from the list for the priority discussion.

- Polling – keep on list
- Council salary survey – keep on list
- Energy future collaborative – keep on list

Councilmember Loo stated the Ecopass rates have dropped for Louisville. She asked if Council would be interested in buying the passes for employees. Staff will bring a recommendation.

Mayor Muckle asked if all the priority initiatives from the Strategic Plan are included on this list. City Manager Balsler stated yes all the ones that require Council action are included.

Councilmember Leh would like to add “approval of an annual evaluation process for appointed officials.” Members agreed to add it.

Councilmember Stolzmann stated Open Space zoning should be added. Staff noted this is already on the advanced agenda. Councilmember Stolzmann would also like to have the 2019 zoning on the list as well.

ADVANCED AGENDA & IDENTIFICATION OF FUTURE AGENDA ITEMS

Muth updated members on board and commission applications. Members confirmed they want to use the standard midyear appointment process for board and commission appointments.

Councilmember Maloney gave a short update on the City Manager evaluation process.

ADJOURN

Members adjourned at 9:28 pm.

Robert P. Muckle, Mayor

Meredyth Muth, City Clerk