

City Council

Special Meeting Agenda

Tuesday, December 10, 2019

Library Meeting Room

951 Spruce Street

6:00 PM

**Note: The time frames assigned to agenda items are estimates for guidance only.
Agenda items may be heard earlier or later than the listed time slot.**

1. **CALL TO ORDER**

- 6:00 – 8:45 PM 2. **DISCUSSION/DIRECTION – 2020 CITY COUNCIL WORK PLANNING RETREAT**
 - Staff Presentation
 - Public Comments (Please limit to three minutes each)
 - Council Questions & Comments

- 8:45 – 9:00 PM 3. **DISCUSSION/DIRECTION/ACTION – DECEMBER 16 INTERVIEW PROCESS FOR WARD III CITY COUNCIL VACANCY**
 - Staff Presentation
 - Public Comments (Please limit to three minutes each)
 - Council Questions & Comments

- 9:00 – 9:15 PM 4. **ADVANCED AGENDA & IDENTIFICATION OF FUTURE AGENDA ITEMS**

- 9:15 PM 5. **ADJOURN**

Citizen Information

If you wish to speak at the City Council meeting, please fill out a sign-up card and present it to the City Clerk.

Persons with disabilities planning to attend the meeting who need sign language interpretation, assisted listening systems, Braille, taped material, or special transportation, should contact the City Manager's Office at 303 335-4533. A forty-eight-hour notice is requested.

**SUBJECT: DISCUSSION/DIRECTION – 2020 CITY COUNCIL WORK
PLANNING RETREAT**

DATE: DECEMBER 10, 2019

**PRESENTED BY: HEATHER BALSER, CITY MANAGER
EMILY HOGAN, ASSISTANT CITY MANAGER FOR
COMMUNICATIONS AND SPECIAL PROJECTS
MEGAN DAVIS, DEPUTY CITY MANAGER**

SUMMARY:

City Council will conduct its annual work planning retreat to establish a realistic work plan for 2020 that reflects Council's priorities on issues that require Council policy direction or guidance. The work plan will include issues that City Council plans to address throughout the course of the year, the approximate meeting time Council will devote to each issue, and a rough schedule (by quarter) when Council will consider each issue. In addition, the Council work plan helps staff prioritize internal work plans and schedule the work that is needed to bring to Council for engagement.

The work planning session will be facilitated by Jonathan Bartsch, Principal at CDR Associates. A detailed agenda for the facilitated session is attached. The December 10th meeting will include the identification of City Council priorities to be included on the 2020 work plan, and on January 14th City Council will prioritize the items on the work plan, determine the timing for consideration of the items and how much time must be dedicated to each item. Once completed, staff will use the approved Council work plan to develop the advanced agenda for the year.

Prior to the work planning retreat staff reviewed the 2019 work plan, identified items from the previous year which may not have been completed or need to be carried over for further discussion and direction, identified items planned through the 2019/20 biennial budget, and any other items that were identified by Council throughout the year. This list has been circulated to City Council for initial input, and Councilmembers had the opportunity to add items in advance of the work planning session. Attached is a clean copy of the proposed 2020 work plan, incorporating all these changes and additions. You may not see the exact verbiage submitted by each Council member, as staff consolidated items that were submitted by multiple members.

The City Council final annual work plan includes all the items that the Council plans to discuss throughout the calendar year. The final work plan is limited to what can feasibly be accomplished by staff and Council during the work year. Currently, the draft includes more items than staff will be able to accomplish over the course of the year, so City Council will need to reduce the draft work plan considerably. The 2019 work plans is attached for review. In 2019, 40 items were prioritized on the work plan, and at the end

of the year 32 have been completed (or advanced to the anticipated level of completion) and 8 incomplete. Not all work plan items require the same level of discussion or time investment on the part of staff and City Council, but this provides a general sense of how much can be completed over the course of a year.

The Council work plan *includes*:

- Issues that require City Council policy direction.
- Issues that require Council consideration or action, per the charter.
- Routine items that require City Council action (land use items, fees/fines, etc.).
- Items/projects that are already budgeted for in 2020 but that require Council input or action.

The work plan *should not* include:

- Day to day operational items.
- Additional/new budget items for 2020, or 2021/22 budget items.
- Items that require staff or City Council capacity beyond what's feasible within the year.

In addition to the elements agreed to by City Council for inclusion on the work plan, the document identifies the budget program area for each item, as well as an icon for the alignment of the work plan item and the Strategic Plan. The icon depicts which Critical Success Factor may be supported by the work plan action (although it's possible more than one CSF would be impacted), and a note indicates whether the work plan item reflects a Strategic Plan Priority Initiative.

The goal of the City Council work planning retreat is for Council to develop an understanding and agreement of the 2020 work plan elements, and establish Council communication norms and standards. During the work planning retreat, City Council will discuss the following:

- Staff and/or City Council will provide a brief description of what each item is, and what completion would entail from a staff and City Council perspective.
- Does City Council agree/disagree with the proposed items for the 2020 work plan?
- Does City Council agree that this is generally the right number of items for Council for this year?
- Discuss how Council will work together in the coming year, and establish norms based on the Rules of Procedure.

As a next step from the work planning retreat, staff will estimate the amount of time necessary and optimal time for consideration of each item in 2020. Staff will also provide a recommendation for prioritization and the type of Council communication or discussion necessary for each item. On January 14, City Council will finalize the 2020 work plan.

FISCAL IMPACT:

The City has retained CDR Associates to assist with this process at a cost up to \$5,000 depending on the amount of time required for preparation and facilitation.

PROGRAM/SUB-PROGRAM IMPACT:

The Council work planning process will impact several Program/Sub-Program areas.

RECOMMENDATION:

Staff recommends that Council agree upon the items for inclusion on the 2020 work plan.

ATTACHMENT(S):

1. Process Agenda for Work Planning Retreat
2. Draft 2020 Work Plan with City Council input
3. 2019 City Council Work Plan
4. 2018 Rules of Procedure for City Council

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>	 Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>	 Reliable Core Services
<input type="checkbox"/>	 Vibrant Economic Climate	<input type="checkbox"/>	 Quality Programs & Amenities
<input type="checkbox"/>	 Engaged Community	<input type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input type="checkbox"/>	 Collaborative Regional Partner

City of Louisville City Council Work Plan

December 10, 2019 6:00 pm – 8:45 pm

Agenda

Meeting Objective

Council understanding and agreement with the 2020 Work Plan elements and establish Council communication norms and standards.

Agenda

6:00 pm – 6:30 **Introductions, Meeting Purpose and Parameters**

6:30 pm – 8:00 **Review of 2020 Work Plan**

- Purpose Work Plan
- 2019 Work Plan accomplishments
- Address questions and determine what is on the 2020 Work Plan
 - Staff sent the draft 2020 Work Plan to Council for review prior to the meeting and asked that any other topics be emailed to staff.
 - Council comments incorporated into the draft 2020 Work Plan.

Goal: Council understands the Work Plan process and elements and agrees on 2020 Work Plan items.

8:00 pm – 8:30 **Council Discussion:** Facilitated discussion about processes and relationships that enhance the Council’s ability to work together.

- Roles and Responsibilities
- How to make best use of City Council time?
- Decision-making
- How do we disagree on policy matters and continue to work together to meet the needs of Louisville?

Goal: Create common expectations and understanding regarding Council communication and decision making.

8:30 pm – 8:45 **Next Steps**

- January Council Work Plan Meeting Goal - prioritized list of Work Plan items, rough timeline for Council consideration and type of meeting anticipated/required.
- Other action items and follow-up materials?

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
1	 Financial Stewardship and Asset Management	Transportation	Transportation Master Plan Development & Implementation – discussion on TMP development and implementation (i.e. last mile solutions, quiet zones, proactive intergovernmental advocacy), including Transportation Improvement Program (TIP) updates and funding priorities (i.e. projects likely to be unfunded through CIP, evaluating options and deciding which projects to build).				Requested by City Council
2	 Reliable Core Services	Utilities	Water, Sewer and Storm Rates – annual update of utility rate model/rate classes.				Annual item
3	 Reliable Core Services	Public Safety & Justice	Vaping, E-Cigarettes & Tobacco – discussion on potential changes for vaping, e-cigarettes and tobacco regulations.				Requested by City Council
4	 Quality Programs and Amenities **Priority Initiative	Parks	Improve Medians/Landscaping – phase II of capital improvement of City’s medians and landscaping infrastructure, including forestry.				Carryover from 2019

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
5	 Quality Programs and Amenities	Parks	Cottonwood Park Master Plan Update – complete update of Cottonwood Park Master Plan.				
6	 Quality Programs and Amenities	Parks, Open Space and Trails	Use of Herbicides in Parks and Open Space – discussion on use of herbicides in parks and open space.				Requested by City Council
7	 Quality Programs and Amenities	Open Space and Trails	Wildlife Management on Open Space and Private Property – discussion on wildlife management on open space and use of chemicals on private property.				Requested by City Council
8	 Quality Programs and Amenities **Priority Initiative	Open Space and Trails	Open Space Management Plan/Vision – bring recommendations back from OSAB for desired level of service to maintain and improve open space now and into the future.				Carryover from 2019

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
9	 Quality Programs and Amenities	Open Space and Trails	Open Space zoning - final implementation of rezoning of existing parks and open space lands.				Carryover from 2019
10	 Quality Programs and Amenities	Open Space and Trails	Open Space Zoning – consider annexation of open space and enclaves				Carryover from 2019
11	 Quality Programs and Amenities	Recreation & Cultural Services	Senior Services Update – presentation from Boulder County Area Agency on Aging for aging plan and discussion on gaps in serving senior community/senior services programming and the Senior Center.				Carryover from 2019 & requested by City Council
12	 Quality Programs and Amenities	Cultural Services	Museum Campus Expansion – review 30% design documents for Historical Museum expansion/visitor center. Consultant will provide preliminary construction plan, estimated budget for final project and annual operations/maintenance cost estimates.				

2020 Louisville City Council Work Plan - DRAFT

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13	 Quality Programs and Amenities	Cultural Services	Funding for Public Art – LCC recommendations for creating revenue stream for public art and other options for expanding public art program.				Carryover from 2019
14	 Reliable Core Services	Community Design	Design Guidelines Update – improve ability of existing businesses and property owners to be successful by implementing changes to City’s commercial and industrial design guidelines.				Carryover from 2019
15	 Reliable Core Services	Community Design	Height Calculations – amend height calculation requirements to better define baseline grade or pre-construction grade and ensure over lot grading does not result in excessive building heights.				Carryover from 2019
16	 Quality Programs and Amenities	Community Design	Miners Cabins – complete relocation/restoration of miners’ cabins.				Carryover from 2019
17	 Collaborative Regional Partner	Community Design	Affordable Housing - explore affordable housing funding in collaboration with Boulder County and participation in County-wide affordable housing strategies.				Carryover from 2019 – anticipate discussion around

2020 Louisville City Council Work Plan - DRAFT

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							countywide tax in 2020
18	 Reliable Core Services	Community Design	PUD Review and Waiver Criteria – consolidate and update criteria.				Carryover from 2019
19	 Reliable Core Services	Community Design	Group Home Regulations – consider updating zoning code to adopt group home regulations compliant with state law, which currently does not exist in the City’s code.				
20	 Reliable Core Services	Community Design	City-Initiated Rezoning – explore process for City-initiated rezoning for non-legislative matters.				Requested by City Council
21	 Reliable Core Services	Community Design	Old Town Overlay Zone District – conduct a review of Old Town Overlay and standards for effectiveness in preserving Old Town neighborhood character, including lot coverage and floor area ratio, and initiate amendments to the Old Town Overlay if deemed desirable.				Requested by City Council

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
22	 Reliable Core Services	Community Design	Shadow Protection for Solar Access – consider standards for shadow protection of solar access (i.e. solar access areas, solar fences, solar access permits).				Requested by City Council
23	 Vibrant Economic Climate **Priority Initiative	Economic Prosperity	Economic Vitality Strategic Plan & Implementation – develop strategic plan for economic vitality/sustainability and discuss implementation.				Requested by City Council
24	 Vibrant Economic Climate	Economic Prosperity	Urban Renewal Authority’s Plans/Strategy – in coordination with LRC, review of URA plans/strategy and identification of eligible infrastructure projects that could be assisted through LRC resources.				Requested by City Council
25	 Quality Programs and Amenities	Administration and Support Services	2021-2022 Budget & CIP – consider new approaches to City budgeting leading to final adoption of 2021-2022 budget and capital improvement program.				Annual item & requested by City Council
26	 Engaged Community **Priority Initiative	Administration and Support Services	New Technology/Engagement Tools – update on final implementation of new communication/engagement tools and discussion on improving methods of obtaining input in a timely, frequent and efficient manner from broad group of residents (i.e. persons				Carryover from 2019 & requested by City Council

2020 Louisville City Council Work Plan - DRAFT

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			with mobility restrictions, busy parents) on policy matters.				
27	 Engaged Community	Administration and Support Services	Neighbors on Warning Process – explore Neighbors on Warning (NOW) process improvements, including City-wide/legislative zoning change notification, increased notification distances and improved notice boards.				Requested by City Council
28	 Quality Programs and Amenities	Administration and Support Services	Evaluation of all City Council appointees: City Manager, City Attorney, Judge and Prosecuting Attorney.				Annual item
29	 Quality Programs and Amenities	Administration and Support Services	Council Work Plan Preparation – draft annual Council Work Plan of prioritized items to be addressed in upcoming year.				Annual item

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
30	 Supportive Technology **Priority Initiative	Administration and Support Services	Middle Mile Network – develop plan for completion of City’s middle mile fiber network.				Carryover from 2019
31	 Reliable Core Services	Administration and Support Services	Council Salary Survey – review results of annual City Council salary survey (if changes are needed).				Annual item
32	 Engaged Community	Administration and Support Services	Boards & Commission Structure – discussion on effectiveness of City’s current boards/commission structure, including determination of whether there should be consolidation, elimination or expansion of boards/commissions while improving Council’s process for creating/filling vacancies.				Requested by City Council
33	 Engaged Community	Administration and Support Services	Board & Commission Interviews/Appointments - review process for board/commission appointments and conduct interviews for boards & commissions and determine appointments.				Annual item

2020 Louisville City Council Work Plan - DRAFT

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34	 Engaged Community	Administration and Support Services	Board & Commission Updates – annual updates from boards/commissions to Council.				Annual item
35	 Reliable Core Services	Administration and Support Services	Potential Tax Questions/Ballot Issues – discussion on potential tax questions/ballot issues for 2020 (i.e. cigarette tax, transportation, plastic bag).				
36	 Engaged Community	Administration and Support Services	Citizen Survey – discussion on actionable service/policy questions, approval of questions for 4-year survey and presentation of results.				Requested by City Council
37	 Quality Programs and Amenities	Administration and Support Services	Sustainability Action Plan Update – update of 2016 Louisville Sustainability Action Plan and establishing priorities for implementation, including outreach and communication efforts.				Requested by City Council
38	 Quality Programs and Amenities	Administration and Support Services	Refinement of Performance Measures – refine Key Performance Indicators (KPIs) for 2021-2022 budget.				
39	 Collaborative Regional Partner	Administration and Support Services	Ongoing Airport Noise Mitigation Efforts – continued efforts to address noise complaints from Rocky Mountain Metropolitan Airport with neighboring communities.				

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40	 Reliable Core Services	Administration and Support Services	Marijuana Cultivation – implement cultivation regulations and excise tax approved by voters in 2019.				
	 Reliable Core Services	Other	PUDs/Developments Projects to be Submitted – once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present for consideration.	N/A	N/A		Ongoing
	 Collaborative Regional Partner **Priority Initiative	Other	Consider Regional Partnerships – continue to consider shared service opportunities with neighboring municipalities (i.e. multi-purpose fields, northwest rail).	N/A	N/A		Ongoing
	 Reliable Core Services	Other	Consent Items – staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	N/A	N/A		Ongoing
	 Reliable Core Services	Other	Municipal Code Updates – staff drafts and presents updates to Municipal Code as part of ongoing efficiency efforts.	N/A	N/A		Ongoing

2020 Louisville City Council Work Plan - DRAFT

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter	Notes
	 Reliable Core Services	Other	Unanticipated Issues - each year numerous issues arise that cannot be reasonably foreseen that require Council consideration.	N/A	N/A		Ongoing

ⁱ Number for reference only. Does not represent priority of item on work plan or within high/medium/lower category.

2019 Louisville City Council Work Plan

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter
1.	 Reliable Core Services **Priority Initiative	Transportation	Transportation Master Plan – implement recommendations from TMP and discuss future funding considerations.	3 meetings	High	1 st , 2 nd , 3 rd
2.	 Reliable Core Services	Utilities	Trash Hauler RFP - select contractor for collection of single-family residential trash, recyclables and compostables. Policy discussion about waste diversion and composting and approval of the contract.	2 meetings	High	1 st
3.	 Financial Stewardship and Asset Mgmt **Priority Initiative	Recreation	Recreation/Senior Center Assessment/Fees - review finances, fees and budgets to ensure sound financial structure/fiscal sustainability of Recreation Fund.	2 – 3 meetings	High	2 nd , 3 rd
4.	 Financial Stewardship and Asset Mgmt **Priority Initiative	Recreation	Golf Course Assessment/Fees – review finances, fees, budgets and water policies to ensure sound financial structure/fiscal sustainability of Golf Fund.	2 – 3 meetings	High	2 nd , 3 rd

2019 Louisville City Council Work Plan

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5.	 Reliable Core Services	Community Design	Design Guidelines and Sign Code Update – improve ability of existing businesses and property owners to be successful by implementing changes to City’s commercial and industrial design guidelines and sign code.	2 meetings	High	2 nd , 3 rd
6.	 Vibrant Economic Climate **Priority Initiative	Economic Prosperity	Implement Recommendations from McCaslin Redevelopment Study to support redevelopment within area.	3 – 4 meetings	High	1 st , 2 nd , 3 rd , 4 th
7.	 Financial Stewardship and Asset Mgmt **Priority Initiative	Administration and Support Services	Fiscal and Revenue Policies – review and update fiscal policies, including Rec and Senior Center, Golf Course and Open Space acquisition. Review reserve policy for acquisitions.	2 meetings	High	2 nd , 3 rd
8.	 Financial Stewardship and Asset Mgmt	Administration and Support Services	2020 Budget – finalize and adopt 2020 operating and capital budget.	3 meetings	High	2 nd , 3 rd

2019 Louisville City Council Work Plan

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9.	 Financial Stewardship and Asset Mgmt	Administration and Support Services	TABOR Revenue Options – explore options for excess sales/use tax collected for operations and maintenance for recreation facilities expansion.	1 meeting	Medium	2 nd
10.	 Reliable Core Services	Transportation	South Boulder Road Connectivity – update on alternatives and approval of design.	1 meeting	Medium	2 nd
11.	 Reliable Core Services	Transportation	Paving Update – review results of updated Pavement Condition Index (PCI) inventory and scores and incorporate specific measurable goals and long-term funding strategies.	1 Study Session, 1 meeting	Medium	1 st , 3 rd
12.	 Reliable Core Services	Utilities	Water, Sewer and Storm Rates – update utility rate model/rate classes.	1 meeting	Medium	2 nd
13.	 Quality Programs and Amenities **Priority Initiative	Parks	Improve Medians/Landscaping – increase efforts to improve the City’s medians and landscaping infrastructure, including forestry.	1 memo, 1 meeting	Medium	2 nd , 3 rd
14.		Open Space and Trails	Open Space/Parks Enforcement – Revisions to Municipal Code for enforcement on open space and parks.	2 meetings	Medium	2 nd , 3 rd

2019 Louisville City Council Work Plan

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	Quality Programs and Amenities					
15.	 Quality Programs and Amenities	Open Space and Trails	Coyote Run – Update and implementation of landslide mitigation.	2 meetings	Medium	1 st , 3 rd
16.	 Quality Programs and Amenities	Open Space and Trails	Open Space Management Plan/Vision – Conduct baseline assessment and determine desired level of service to maintain and improve open space now and into the future.	1 Study Session, 1 meeting	Medium	3 rd , 4 th
17.	 Quality Programs and Amenities	Open Space and Trails	Open Space zoning - Rezoning of existing parks and open space lands	2 - 3 meetings	Medium	2 nd , 3 rd
18.	 Reliable Core Services	Community Design	Marijuana Regulations Update – discuss potential changes to current regulations.	1 – 2 meetings	Medium	1 st
19.	 Quality Programs and Amenities	Community Design	Miners Cabins – complete the relocation/restoration of miners’ cabins.	1 meeting	Medium	2 nd

2019 Louisville City Council Work Plan

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter
20.	 Collaborative Regional Partner	Community Design	Affordable Housing funding in collaboration with Boulder County and participation in Countywide affordable housing strategies.	2 meetings/ memo updates	Medium	2 nd , 3 rd (timing based on county conversations)
21.	 Reliable Core Services	Community Design	Height Calculations – amend height calculation requirements. Current regulations are difficult to interpret and enforce.	2 meetings	Medium	3 rd
22.	 Quality Programs and Amenities	Community Design	Historic Preservation Funding – review of Historic Preservation Funding Grant Program.	1 meeting	Medium	2 nd
23.	 Vibrant Economic Climate	Economic Prosperity	Redevelopment of Phillips 66 Property - Staff will develop options/tools to understand the market, the development potential and benefits to the community.	2 – 3 meetings	Medium	3 rd , 4 th
24.	 Vibrant Economic Climate	Economic Prosperity	Review BAP Policies – establish administrative policies for Business Assistance Program and review focus of program.	1 meeting	Medium	3 rd
25.	 Vibrant Economic Climate	Economic Prosperity	LRC Update – update and further collaboration with Louisville Revitalization Commission (i.e. capital projects, opportunities, redevelopment efforts).	1 meeting	Medium	1 st , 2 nd

2019 Louisville City Council Work Plan

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26.	 Engaged Community **Priority Initiative	Administration and Support Services	New Technology/Engagement Tools – seek input from City Council on new communication tools (i.e. website redesign, mobile application).	1 Study Session	Medium	2 nd
27.	 Supportive Technology **Priority Initiative	Administration and Support Services	Middle Mile Network – develop plan for completion of City’s middle mile fiber network.	Study Session or meeting	Medium	3 rd
28.	 Financial Stewardship and Asset Mgmt	Administration and Support Services	2021-2022 Budget Process – investigate and proposed changes to City’s budget process for implementation for 2021-2022 biennial fiscal year budget cycles.	1 Study Session, 1 – 2 meetings	Medium	2 nd , 3 rd
29.	 Quality Programs and Amenities	Administration and Support Services	Energy Future Collaboration Update –update on Energy Future Collaboration between City and Xcel and implementation of goals/strategies.	1 meeting	Medium	4 th
30.	 Quality Programs and Amenities	Administration and Support Services	Evaluation of all City Council appointees: City Manager, City Attorney, Judge and Prosecuting Attorney prior to 2020 appointments by Council.	2 meetings	Medium	3 rd , 4 th (CM)

2019 Louisville City Council Work Plan

Number ⁱ	Critical Success Factor/ Priority Initiative	Program	Issue	Time Allotment (# Regular Meeting, Study Session and/or Memo)	Priority (High, Medium or Lower)	1 st /2 nd /3 rd /4 th Quarter
31.	 Quality Programs and Amenities	Administration and Support Services	Council Work Plan preparation	1 meeting	Medium	4 th
32.	 Quality Programs and Amenities	Recreation	Senior Services Update – update on County-wide aging plan and senior services programming.	Memo and 1 Study Session	Lower	1 st , 4 th
33.	 Quality Programs and Amenities	Cultural Services	Funding for Public Art – LCC recommendations for creating revenue stream for public art and other options for expanding public art program.	1 Study Session	Lower	3 rd
34.	 Reliable Core Services	Community Design	PUD Review and Waiver Criteria – consolidate and update criteria.	1 meeting	Lower	2 nd
35.	 Reliable Core Services	Community Design	Dark Sky Lighting – consider dark sky lighting code changes for residential properties, and further education.	2 meetings	Lower	3 rd , 4 th
36.	 Quality Programs and Amenities	Open Space and Trails	Open Space zoning: Consideration of annexation of open space and enclaves	1 meeting	Lower	3 rd

2019 Louisville City Council Work Plan

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37.	 Healthy Workforce	Administration and Support Services	Strategic Plan Implementation – update on implementation of Strategic Plan	1 Study Session / memos	Lower	2 nd
38.	 Engaged Community	Administration and Support Services	Board & Commission Interviews/Appointments: - Review process for Board & Commission Appointments - Conduct interviews for Boards & Commissions and determine appointments.	2 meetings	Lower	2 nd , 4 th
39.	 Reliable Core Services	Administration and Support Services	Council Salary Survey – review results of biannual City Council salary survey and potentially create a policy structure around the issue.	1 meeting	Lower	3 rd
	 Reliable Core Services	Other	PUDs/Developments Projects to be Submitted – once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present for consideration.	N/A	N/A	N/A
	 Collaborative Regional Partner **Priority Initiative	Other	Consider Regional Partnerships – continue to consider shared service opportunities with neighboring municipalities (i.e. multi-purpose fields, northwest rail).	N/A	N/A	N/A
	 Reliable Core Services	Other	Consent Items – staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes	N/A	N/A	N/A

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			removes these items from consent agenda and discusses during regular meeting.			
	 Reliable Core Services	Other	Municipal Code Updates – staff drafts and presents updates to Municipal Code as part of ongoing efficiency efforts.	N/A	N/A	N/A
	 Reliable Core Services	Other	Unanticipated Issues - each year numerous issues arise that cannot be reasonably foreseen that require Council consideration.	N/A	N/A	N/A

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CITY COUNCIL

RULES OF PROCEDURE

*adopted February 6, 2018
by Resolution No. 6, Series 2018*

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RULES OF PROCEDURE FOR THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO

I. DEFINITIONS

“Charter” means the [Home Rule Charter of the City of Louisville, Colorado](#).

“Chair” means the Mayor or member of the Council who presides over a meeting, special meeting, executive session, or study session of the City Council, subject to Rule III I below.

“City” means the City of Louisville, Colorado.

“Code” means the Louisville Municipal Code.

“Council” or “City Council” means the body constituting the City Council of the City, consisting of six (6) Councilmembers and the Mayor.

“Councilmember” means each member of the City Council except the Mayor.

“Emergency” means a matter which could not have been reasonably anticipated or foreseen and on which immediate action is genuinely and urgently necessary for the preservation of the public health, safety, or welfare.

“Entire Council” means all of the seven (7) members of the City Council.

“Member of the Council” means the Mayor and each Councilmember.

“Rules” means the City Council Rules of Procedure.

II. AUTHORITY

The [Home Rule Charter of the City of Louisville](#) provides that the Council may determine its own rules of procedure for meetings. The following Rules shall be in effect upon their adoption by the Council until such time as they are amended or new Rules adopted.

In order to efficiently and effectively complete City business facing the Council, all meetings must be conducted in an orderly and respectful manner. These Rules are intended to provide guidelines for the procedures to be followed for the conduct of Council meetings and study sessions.

If any Rule, on its face or as applied, conflicts with applicable provisions of the Charter or ordinances, those provisions shall apply and that Rule shall not.

III. GENERAL RULES

- A. LOCATION: All Council meetings shall take place in a public building that is accessible to members of the public, with or without reasonable accommodation in accordance with applicable law.
- B. OPEN TO THE PUBLIC: All meetings and study sessions shall be open to the public. The Council may conduct executive sessions in compliance with the Charter, Code, and applicable provisions of the Colorado Open Meetings Law.
- C. MEETING NOTICE: Notice for all meetings and study sessions shall be given as required by the Charter. At the first regular meeting of every year, the City Council shall designate the locations for posting of notices of its meetings.
- D. MINUTES: Minutes of each regular and special meeting shall be taken and retained permanently in the records of the City. A summary shall be prepared for each study session.
- E. QUORUM: A quorum is needed for the transaction of business at each regular and special meeting of the Council. A quorum shall be defined as a majority of the members of the Council holding office at the time of the meeting.
- F. ABSENCES: No member of the Council shall have more than six (6) absences from regular Council meetings during any period of twelve (12) consecutive calendar months. The date of the seventh (7th) absence shall be deemed to be the date on which the office was vacated.
- G. APPLICABILITY OF THE CODE OF ETHICS: Each member of the Council shall adhere to the Code of Ethics (Charter Section 5-6).
- H. DISCLOSURE OF INTEREST AND RECUSAL: Any member of the Council who has an interest in, or whose interest would be affected by, any proposed official action before the Council shall immediately and publicly disclose the nature and extent of the interest; shall not participate in any discussion or decision concerning the proposed action; shall not attempt to publicly or privately influence the City Council, any public body, or any employee in connection with the action; and shall leave the room where the discussion or decision is taking place during the time the proposed action is being discussed and the decision is being made.
- I. CHAIR: The Chair is the member of Council who presides over a Council

meeting and shall do so according to these Rules and applicable law. The Mayor serves as Chair of all Council meetings at which the Mayor is present. In the Mayor's absence, the Councilmember appointed as Mayor Pro Tem will serve as Chair. In the absence of both the Mayor and the Councilmember appointed as Mayor Pro Tem, then the Councilmember with the greatest seniority on Council, followed by alphabetical order, will serve as Chair.

IV. MEETINGS

- A. **REGULAR MEETINGS:** Council shall hold regular meetings twice each month. Regular meetings shall be conducted on the first and third Tuesday of the month, excluding holidays, and shall convene at 7:00 p.m. unless another day or time is set by prior approval of a majority of the Council. A regular meeting may be held on at least seventy-two (72) hours written notice.
- B. **SPECIAL MEETINGS:** A special meeting shall be called by the City Clerk on the request of any four (4) members of the Council, and shall be held on at least forty-eight (48) hours written notice. In addition to other means, a request for a special meeting may be effected by e-mailing such request to the City Clerk or by a motion approved a majority of the entire Council.
- C. **EMERGENCY SPECIAL MEETINGS:** An emergency special meeting shall be called by the City Clerk on the request of the City Manager or any four (4) members of the Council and shall be held on at least twenty-four (24) hours written notice to each member of the Council. In addition to other means, a request for an emergency special meeting may be effected by e-mailing or telephoning such request to the City Clerk. Each person requesting the meeting must have determined that the meeting is urgently necessary to take action on an unforeseen matter requiring immediate action; and the basis for the determination shall be stated in the notice of the meeting.

The Council shall not take action on any item of business at any special meeting unless the item to be acted on has been stated in the notice of the meeting; or the item to be acted on is reasonably related to the item which was stated in the notice of the meeting.

- D. **STUDY SESSIONS:** The purpose of study session meetings is to enable the Council to obtain information about and discuss matters of public business in a less formal atmosphere. No preliminary or final policy decision, fiscal decision, rule, regulation, resolution, ordinance, action approving a contract, action calling for the payment of money, or other formal action shall be made or taken at any study session.

At any study session, any member of the public who in good faith believes that a study session is proceeding in violation of this section IV.D shall be entitled to submit a brief written objection to the Chair of the study session; the written objection shall specify the grounds for the objection. The Chair shall exercise discretion in determining whether the study session complies with this section, and shall conduct the study session in accordance with that determination.

Study sessions are generally held on the 2nd and 4th Tuesday of each month.

- E. EXECUTIVE SESSIONS: It is the policy of the City that the activities of City government should be conducted in public to the greatest extent feasible in order to assure public participation and enhance public accountability. The Council may hold an executive session only at a regular or special meeting and for the sole purpose of discussing topics approved by the Charter.

Adoption of any proposed policy, position, resolution, rule, regulation, or formal action, or informal or "straw" vote, shall not occur at any executive session.

Executive Session Procedure:

1. A request for an executive session may be made only by a member of the Council, the City Attorney or other attorney representing the City, the Municipal Judge, or the City Manager.
2. The request to go into an executive session shall be made in an open session at a regular or special meeting of the Council. The requesting party shall give as detailed and specific a statement as possible avoiding disclosure of any confidential matters, as to the topic or topics to be discussed and the reasons for requesting an executive session.
3. Immediately after a request to go into an executive session, and prior to any motion to go into executive session, the City Clerk shall read the statement concerning executive sessions required by the Code.

4. The executive session shall only be held upon an affirmative vote of two-thirds (2/3) of the entire Council. A separate vote shall be held on each topic requested to be considered in the executive session. Following the vote and immediately prior to retiring into the executive session, the Mayor (or the Councilmember appointed as Mayor Pro Tem, as the case may be) shall announce the topic or topics of the executive session.
 5. Immediately upon retiring into the executive session, the requesting party shall explain in detail the nature of the topic and the reasons for requesting the executive session. Those in attendance may then discuss the propriety of the executive session.
 6. Before any discussion on the merits of any topic in the executive session, the City Attorney or other attorney representing the City shall give an opinion as to the propriety of the executive session and shall provide guidelines as to the limitations that apply to the discussion.
 7. At any time, any participant may object to the continuation of the executive session. Upon the making of such objection, all discussion shall cease, and the Council shall reconvene in an open session for the purpose of determining the propriety of continuing the executive session. An affirmative vote of two-thirds (2/3) of the entire Council shall be required to continue the executive session.
 8. Upon completion of the executive session, the Council shall reconvene in an open session. The person who requested the executive session shall provide as detailed an explanation as allowed by law without disclosing any confidential matter or any matter which would adversely affect the City's interests, and shall announce what procedure, if any, will follow from the executive session.
 9. Discussions that occur in executive session shall be recorded, and access to the record shall be provided, in the manner and to the extent provided in the State statutes concerning open meetings and the State statutes concerning open records.
- F. RESCHEDULING: The Council may reschedule meetings for dates and times outside its regular meeting schedule to avoid holidays, elections, and other matters, to achieve a quorum, or to allow for additional time for a meeting. To reschedule such meetings, the Council first must provide notice and approve of the proposal to reschedule. Notice to reschedule a meeting may be given on any regular or special meeting agenda.

G. CANCELLATION: Any scheduled meeting may be cancelled by the Mayor with the consent of three (3) Councilmembers in the event unforeseen emergent conditions exist which make conduct of the meeting impractical (for example, in the case of power outage) or travel to the meeting unduly hazardous (for example, in the case of blizzard conditions). In the event of such cancellation, all agenda items for such meeting shall not abate but shall be deemed continued to next regular meeting of the Council.

V. MAYOR AND MAYOR PRO TEM

A. The Mayor shall preside over meetings of the Council when present and able to perform mayoral responsibilities. The Mayor shall have the same voting powers as any Councilmember.

B. By the affirmative vote of a majority of the entire Council, a Councilmember shall be appointed as Mayor Pro Tem, for a two-year term, to perform the responsibilities of the Mayor when the Mayor is absent or is otherwise unable to perform the responsibilities of the Mayor.

VI. MEETING PROCEDURE

A. PREAMBLE

1. A bedrock principle of a representative democracy is notice of impending governmental action and an opportunity for members of the public and their representatives to be heard. Principles of good government include deep respect for citizens; prudent stewardship of public resources, including the time of its citizens, staff members and elected officials; direction that is clear and decisive; and decision making that is reasonably consistent, equitable, flexible, and transparent.

2. Through the application of these Rules, Council intends to ensure that it balances the principles described in the previous section in a way that ensures robust debate and accountability of City government to its residents. To that end, these procedures are not meant to be employed for the purpose of unreasonable rigidity, surprise, suppression of competing views, or needless prolonging of action.

B. CHAIR'S DISCRETION & RIGHT OF APPEAL Council intends that the Chair shall have reasonable discretion in the application of these procedures subject to section VII.A.

C. ORDER OF BUSINESS AT REGULAR MEETINGS: The order of business at regular Council meetings shall be as follows; however, Council in its sole discretion may adjust such order to accommodate schedules or when otherwise deemed appropriate.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA, OR ON THE CONSENT AGENDA
5. CONSENT AGENDA
6. COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA
7. CITY MANAGER'S REPORT
8. REGULAR BUSINESS
9. CITY ATTORNEY'S REPORT
10. COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS
11. ADJOURNMENT

D. CONSENT AGENDA: The Consent Agenda contains items considered routine and shall be approved, adopted, accepted, or otherwise acted upon, by motion of the Council and voice vote for approval of the Consent Agenda, unless the Mayor or a Councilmember specifically requests an item be considered under Regular Business. Items removed from the Consent Agenda and considered under Regular Business will be placed in the agenda order as determined by the Chair.

If the City Council fails to adopt a motion to approve the Consent Agenda, then each item will be added to the Regular Business agenda and considered individually.

E. PUBLIC COMMENTS: The following provisions apply to any section of the agenda where public comments are allowed.

1. All regular and special meetings of the Council shall be open to the public. Members of the public shall have a reasonable opportunity to be heard at each meeting. The Chair may permit public comment on any item at the time such item is being considered by the Council.

2. Regular meetings include specifically designated times for citizens to make public comment. Each speaker shall be limited to three (3) minutes.
 3. The Chair may exercise discretion and permit multiple citizens to designate someone to speak for them and aggregate their three-minute limit time up to a maximum of six (6) minutes of speaking time for their designated spokesperson. Those pooling their time must be physically present, identify themselves, and designate their spokesperson. A designated spokesperson may not speak for more than one group.
 4. On any item with a second round of public comments, such as a second round of public comment on an ordinance, during such second round each speaker shall be limited to three (3) minutes and time may not be pooled.
 5. The Chair shall enforce compliance with the time limits, and time shall be kept on a public comment clock. The public comment clock shall be controlled by the City Clerk.
- F. WRITTEN COMMUNICATIONS: Interested parties, or their authorized representatives, may address the Council by submitting written communication concerning any matter on the Council agenda. Such a written communication may be submitted by electronic mail or by addressing the communication to the City Clerk who will distribute copies to the Council. The communication will be entered into the record without the necessity of reading. A copy of the communication shall be posted at the meeting for the public to review. Anonymous written communications will not be accepted into the record.
- G. ACTION: The Council shall act only by ordinance, resolution, or motion. Each action shall be recorded in the minutes of the meeting. The Council may select the appropriate form for its action, except where a specific form is required by the Charter or the Code. The Council may take any of the following actions on an agenda item: approve, approve subject to conditions, disapprove or deny, continue to a date certain, adopt a motion to take no further action, remand a matter to a board or commission having jurisdiction, or such other action as is permitted by law.
- H. VOTING:
1. Except where a greater number is required by the Charter (as

summarized below), resolutions and motions require the affirmative vote of a majority of the members of the Council present.

2. Except where a greater number is required by the Charter (as summarized below), the final adoption of any ordinance shall require the affirmative vote of a majority of the entire Council.
 3. The following items require the affirmative vote of a majority of the entire Council for approval: The appointment of a Councilmember as Mayor pro tem; the appointment or removal of the City Manager, City Attorney or City Prosecutor; the appointment or removal of a board, commission, task force or committee member; and the adoption of a resolution to revise the boundaries of any City ward.
 4. The following items require the affirmative vote of two-thirds (2/3) of the entire Council: The appointment or removal of the Presiding Municipal Judge or any deputy municipal judge; the adoption of an emergency ordinance; the holding of an executive session; the adoption of an ordinance submitting a proposed amendment to the City Charter to a vote of the registered electors of the City; and an ordinance placing open space into a less protected classification under the Charter.
 5. No member of the Council shall vote on any matter concerning the member's own conduct.
 6. Each member of the Council's vote on an ordinance or resolution shall be recorded in the minutes.
 7. Any member of the Council absent from a session of a quasi-judicial hearing of the Council shall not vote on the matter(s) that was the subject of such hearing, unless the member of the Council has first listened to or viewed the recording of the earlier session of the hearing from which the member of Council was absent.
 8. A member of the Council shall not attend or watch any quasi-judicial hearing of any lower tribunal of the City in which the lower tribunal considers any matter which may be submitted to Council through the hearing process or an appeal. If a member of the Council does attend or watch such a hearing, he or she shall recuse himself or herself from consideration of the matter if it comes before the Council.
- I. **ORDINANCE REQUIRED:** The following acts of the Council shall be by ordinance:

1. Authorizing the borrowing of money, imposing a new tax, increasing a tax rate, or approving a lease-purchase agreement;
2. Approving any transfer of fee ownership in real property owned by the City;
3. Approving any transfer of water rights owned by the City; or
4. Establishing any regulation for violation of which a fine, imprisonment, or both may be imposed.

J. ORDINANCES PROCEDURE:

1. Adoption Procedure – Non-Emergency Ordinances

- a) First Reading: The ordinance shall be introduced by motion at a regular or special meeting of the Council and shall be read by title. The Council shall vote to amend, adopt, or reject the ordinance, or take such other action as it deems appropriate. If the ordinance is adopted on first reading, it shall be published in full as required by the Charter.
- b) Second Reading: The ordinance shall be introduced by motion at a second regular or special meeting of the Council, which shall be held not earlier than four (4) days after the first publication. The Council shall vote to amend, finally adopt, or reject the ordinance, or take such other action as it deems appropriate. Upon final adoption, the ordinance shall be published by title; however, if the ordinance is amended prior to final adoption, the amendment shall be published in full. If published by title, the ordinance shall contain a notice that copies of the full ordinance are available at City offices and on the City's website.

2. Adoption Procedure – Emergency Ordinances

- a) The Council may finally adopt an ordinance on an emergency basis without necessity of two readings and prior publication under circumstances constituting an emergency when expedited Council action is required.
- b) An emergency ordinance may be introduced and finally adopted at any regular or special meeting after only one (1) reading and need not be published before final adoption. An emergency ordinance

shall take effect upon final adoption or on such later date as specified in the ordinance. Following final adoption, an emergency ordinance shall be published in full.

- c) An emergency ordinance shall require the affirmative vote of two-thirds (2/3) of the entire Council. The facts showing the emergency shall be specifically stated in the ordinance.

3. Public Hearing

- a) No ordinance shall be adopted without first holding at least one (1) public hearing on the ordinance.
- b) Except for an emergency ordinance, the public hearing shall be held at the meeting at which the ordinance is to be considered on second reading, and prior to Council action on second reading. The public hearing on an emergency ordinance shall be held at the meeting at which the emergency ordinance is to be considered.
- c) The Chair shall provide at least one (1) opportunity for public comments on the ordinance prior to the initial Council discussion of the ordinance. Therefore, if any member of the Council desires Council discussion of the ordinance at the time of first reading, the Chair shall afford an opportunity for public comments prior to Council discussion and action on first reading.
- d) The Chair shall provide at least one (1) additional opportunity for public comments on the ordinance following the initial Council discussion but before Council action on the ordinance.

VII. PARLIAMENTARY PROCEDURE

- A. POINTS OF ORDER: The Chair shall determine all points of order, subject to the rights of any member of the Council to appeal to the Council, in which case the point of order shall be resolved by vote of a majority of the members of Council present.
- B. RIGHT OF THE FLOOR: Any member of the Council desiring to speak shall be recognized by the Chair.
- C. CLOSE OF PUBLIC COMMENT PERIOD: The Chair shall close the public comment period of a public hearing prior to any motion being made. The public comment period shall stay closed during Council discussion unless

the Chair determines the public comment period shall be reopened for the receipt of new information.

D. **MOTIONS:** Motions may be made by any member of the Council, including the Chair, provided that before the Chair offers a motion, the opportunity for making a motion should be offered to other members of the Council. Any member of the Council, other than the person offering the motion, may second a motion.

E. **PROCEDURES FOR MOTIONS:** The following is the general procedure for making motions:

1. Before a motion can be considered or debated it must be seconded; however, no action taken shall be invalidated simply because a motion was not properly made, seconded or recorded.
2. A member of the Council who wishes to make a motion should do so through a verbal request to the Chair.
3. Once the motion has been made and seconded, the Chair shall open the matter for discussion offering the first opportunity to the moving party and thereafter to any member of the Council recognized by the Chair.
4. Once the matter has been discussed and the Chair calls for a vote, no further discussion will be allowed; provided, however, that members of the Council may be allowed to explain their votes.

F. **AMENDMENTS TO MOTIONS:** Once a motion has been made and seconded, any member of the Council who did not make or second the motion may offer an amendment to the motion. If the members of the Council who made and seconded the motion accept the offered amendment, then the motion shall be considered amended without necessity of a separate motion on the “friendly amendment” and the Council may then vote on the motion, as amended. If such an offered “friendly amendment” is rejected by either of the members who made or seconded the motion, then a Council vote shall be taken on the proposed amendment. For sake of clarity, Council shall strive to ensure that no main motion shall be amended more than two (2) times, either by a friendly amendment or amendments adopted by Council vote.

G. **SUBSTITUTE MOTIONS:** Any member of the Council shall have the right to make a substitute motion. Such a motion shall be offered only to substitute a new motion for the entirety of a pending motion. A substitute motion

requires a second, may be amended in accordance with previous section, and shall take precedence over the pending motion. If the substitute motion is not seconded or is not adopted, then the Council shall proceed with consideration of the pending motion as if the substitute motion were never made.

- H. **DISCUSSION:** Speakers shall confine themselves to the question under discussion. All discussion must be germane to the agenda item.
- I. **MOTION TO END DEBATE:** Any member of the Council may make a motion to end debate (also known as “calling the question”). If such a motion is made and seconded, the Chair shall immediately call for a vote on the motion. If the motion is not approved by 2/3 of the members of the Council present and voting, the Chair shall allow for debate to continue. If the motion is approved, the Chair shall call for a motion on the matter under consideration.
- J. **ALL MEMBERS MAY SPEAK:** Each member of the Council shall have the right to speak and ask questions prior to a vote.
- K. **AFTER VOTING:** Once a vote has been taken on a motion, there shall be no further discussion on that motion unless a motion to reconsider is properly made, seconded, and adopted.
- L. **MOTION TO RECONSIDER:** A motion to reconsider may only be made at the same meeting at which the motion to be reconsidered was made or at the next regular meeting of the Council. The motion must be made by a member of the Council on the prevailing side of the motion to be reconsidered. The required second on the motion need not be a member of Council from prevailing side. The motion is debatable but only for the reasons to explain or justify reconsideration and not for the purpose of debating the merits of the motion. An affirmative vote of 2/3 of the members of the Council present and voting is required for approval of the motion for reconsideration.
- M. **TABLE:** The Table of Common Motions set forth in Section XI of the Rules is adopted for Council’s reference.

VIII. MEETING CIVILITY

- A. **CIVILITY AMONG MEMBERS OF THE COUNCIL:** The Chair shall preserve reasonable order and decorum and confine Council and members of the public to discussion of the questions under consideration.

The Chair shall preserve reasonable decorum and decide all questions of

order, subject to appeal to the entire Council, in which case the point of order shall be resolved by a vote of the majority of the members of the Council present.

During Council meetings, members of the Council shall preserve reasonable order and decorum and shall not delay or interrupt the proceedings or refuse to obey the order of the Chair or the Rules. Every member of the Council desiring to speak shall address the Chair, and upon recognition by the Chair, shall confine himself or herself to the questions under debate. Once recognized, no member of the Council shall be interrupted while speaking unless called to order by the Chair or unless a point of order is raised by another member of the Council.

Members of the public desiring to address the Council on any item on the agenda shall be recognized by the Chair, state their names, and are requested to state their place of residence (by address or by city, town, or county of residence). Each member of the public shall speak in an audible tone for the record, and shall limit their remarks to the questions under discussion.

IX. TABLE OF COMMON MOTIONS

Type of Motion	Second needed?	Debatable?	Vote	Effect
Main	Yes	Yes	Dependent upon subject matter of motion (see "Voting" requirements, page 9)	Proposes a new idea or action
Amend	Yes	Yes	Majority of the members of the Council present and voting	Amends the language of pending main motion
Substitute	Yes	Yes	Majority of the members of the Council present and voting	Replaces pending main motion in its entirety
End Debate (call the question)	Yes	No	2/3 of the members of the Council present and voting	Ends debate on a matter
Continue matter to date certain	Yes	Yes	Majority of the members of the Council present and voting	Suspends consideration of matter until a later meeting date
Recess	Yes	No	Majority of the members of the Council present and voting	Postpones meeting for a period of time
Adjourn	Yes	Yes	Majority of the members of the Council present and voting	Ends meeting
Reconsider; motion must be made by member on prevailing side	Yes; by any member	Yes; but only as to reasons for reconsideration.	2/3 of the members of the Council present and voting	Reconsideration of previously-adopted motion; must be at same meeting or next regular meeting
Table	Yes	No	Majority of the members of the Council present and voting	Places main motion and all pending amendments aside temporarily with the intention of bringing them back at a later time for action
Postpone indefinitely	Yes	Yes	Majority of the members of the Council present and voting	Kills main motion being discussed

**SUBJECT: DISCUSSION/DIRECTION – DECEMBER 16 INTERVIEW
PROCESS FOR WARD III CITY COUNCIL VACANCY**

DATE: DECEMBER 10, 2019

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

The application deadline for Ward III residents to submit applications for the vacant City Council seat was December 5. The following five residents applied for the position:

- Kyle Brown
- Eric Fowles
- Angie Layton
- Alexander McCracken
- Errin Weller

Interviews for the Ward III applicants are scheduled for a special meeting on Monday, December 16th. City Council should determine the process it wants to use for the interviews including length of interviews, process for determining the questions for the interviews, and any other details.

Staff has included some possible interview questions (attachment #2). It includes a wide range of questions as a starting point. The Council may want to appoint two members to review questions and determine the final interview questions. Alternatively, Council may wish to use the current application questions as the basis for the applicant interviews, and spend interview time to ask clarifying questions about the responses provided in the application.

FISCAL IMPACT:

None

RECOMMENDATION:

Decide the process the Council would like to use for the interviews on December 16.

ATTACHMENT(S):

1. Applications
2. Possible Questions

STRATEGIC PLAN IMPACT:

<input type="checkbox"/>	 Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>	 Reliable Core Services
<input type="checkbox"/>	 Vibrant Economic Climate	<input type="checkbox"/>	 Quality Programs & Amenities
<input type="checkbox"/>	 Engaged Community	<input type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input type="checkbox"/>	 Collaborative Regional Partner

2019 Application for Ward III City Council Appointment

Applications are due by 5 pm on December 5, 2019. Applications should be emailed to MeredythM@LouisvilleCO.gov or hand-delivered to City Hall, 749 Main Street.

Applicants may be interviewed by the City Council the evening of December 16, 2019.

To serve as a Ward III City Council member you must meet the following requirements:

- Reside in Ward III and have done so for a minimum of 12 months (*see attached map*).
- Be a citizen of the United States
- Be at least 18 years of age
- Be a registered elector

Name of Applicant: Kyle Michael Brown

Home Address: 667 W Lilac Ct

Louisville CO 80027

Phone Number: 303.349.7421

Email Address: kylemichaelbrown@gmail.com

Occupation: Chief Affordability Officer

Employer: Division of Insurance (State of Colorado)

Length of Time Living in Louisville: 23.5 years

Length of Time Living in Ward III: 16 years

Education: Ph.D. in Biology, B.S. in Biology and Government

1) STATEMENT OF INTEREST:

Please attach a letter or statement briefly describing your interest in serving on the City Council. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable. *You may also attach a resume or other information you feel may be relevant to your application.*

2) SUPPLEMENTAL QUESTIONS:

A list of supplemental questions is attached. Please answer each question and return the answers with your application.

3) DO YOU CURRENTLY SERVE ON A CITY BOARD OR COMMISSION?

YES NO If Yes, please identify which board or commission.

Local Licensing Authority

*Should you be appointed to this position, you shall be deemed to have resigned as a member of that board on the date of taking the oath of office for the City Council.
(Per City Charter Section 3-3(f)).*

4) DISCLOSURES:

Have you ever been convicted of a felony offense, embezzlement, bribery, perjury, solicitation of bribery, or subordination of perjury? YES NO If yes, list for each case: (1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

Per the City Charter Sections 3-3 (c) & (d) any person who seeks election or appointment to the office of Councilmember, and who has been convicted of any of these offenses, shall disclose the same in writing under penalty of perjury.

A conviction includes being found guilty of, a plea of guilty to, a plea of no contest or nolo contendere to, or the receipt of a deferred judgment or deferred sentence for, any of the offenses listed above, but does not include any conviction for which the records have been ordered expunged or sealed.

5) Do you or a company you work for or own do business with the City of Louisville?

YES NO If Yes, please explain below:

- It is the policy of the City Council to make appointments to the citizen boards, commissions, committees, and task forces based on the needs of the City as well as the interests and qualifications of each applicant without discrimination based on race, color, national origin or ancestry, gender, religious convictions, disability, age, or sexual orientation.
- Anyone applying to this position is subject to a background check.
- All information on this application is public record and may be released for public review.
- If appointed, City Council attendance rules state members may miss no more than six (6) regular meetings in any twelve (12) month period.
- This appointment will expire in November 2020. The appointee will be eligible to run in the November 2020 election for the remaining one year of this term.
- If you have questions about the application or the application process, please contact City Clerk Meredyth Muth (MeredythM@LouisvilleCO.gov or 303.335.4536).

I certify that the information in this application is true and complete. I understand that false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history from the Colorado Bureau of Investigation. I consent to the release of information about my ability and fitness by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

In the event that I am selected to serve on the City Council, I agree to comply with all of its ordinances, rules, and regulations.

I grant full permission to use any photographs, videotapes, recordings or any other record of my participation as a City Council member.

The City will provide any applicant who is rejected as a result of a background investigation information on how to obtain the report and contact information for the reporting agency. Determinations to reject an applicant as a result of the criminal background investigation report are final.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:

Signature



Date

12/4/19

STATEMENT OF INTEREST

Members of the Louisville City Council
749 Main St.
Louisville, CO 80027

Dear Mayor Stolzmann, Mayor Pro Tem Maloney, Councilmember Dickinson, Councilmember Leh, Councilmember Fahey, and Councilmember Lipton:

Please accept my application to be a member of the Louisville City Council from Ward III. With my lifelong connection to Louisville and extensive experience in local, state, and federal government, I would be an excellent choice to fill the current vacancy on the city council.

My Story

My family and I have been members of the Louisville community nearly my entire life. My parents moved to Ward III after purchasing their first home when I was just one year old. I attended Coal Creek Elementary, Fireside Elementary, and Louisville Middle School. I have fond memories of attending the fireworks every 4th of July, playing rec center soccer, and attending Louisville Dolphins swim meets.

My wife and I are proud to be raising our kids in Louisville. Like my parents decades before, we purchased our first house in Ward III six years ago, and our family is fortunate to benefit from everything our city has to offer. I want to make sure Louisville continues to be the best place to live and to raise a family.

My Experience

I have devoted my career to public service and making life better for families in Colorado and across the country. I've advised U.S. Senators and Colorado's Governor on health care, education, economic security, and other issues. My work to make health care more affordable has gained national attention. I have also been honored to serve as a member of Louisville's Local Licensing Authority. I hope to utilize my public policy expertise and passion for serving my community as a member of the city council.

My Interest

More than any other level of government, city government makes decisions that impact people's everyday lives. Louisville's city council doesn't have the luxury of getting bogged down in partisan arguments because residents rely on city services every day. The work of the city council helps ensure that my kids can get to school safely each morning, our family has clean water to drink, and that we protect our environment for generations to come.

Throughout my career, I have worked for common sense, practical solutions that have real, positive impacts on people's lives. I would be honored to utilize my expertise and experience to directly and positively impact the lives of the residents of my hometown.

I look forward to speaking with you more about the opportunity to join the city council. Please don't hesitate to reach out to me at 303.349.7421 or kylemichaelbrown@gmail.com if you have questions.

Sincerely,

Kyle Brown
Resident, Ward III
667 W Lilac Ct, Louisville

SUPPLEMENTAL QUESTIONS

1) What do you think are the most pressing planning issues facing the City as it relates to land use & development?

With vacant sections in both Parcel O and the former ConocoPhillips property, Ward III is the center of some of the most important land use and development questions in Louisville. The city council, in partnership with the community, has done important work to study development in Parcel O, the McCaslin corridor, and elsewhere. Louisville must find ways to redevelop these areas in ways that are sustainable for the city budget and our community as a whole.

Louisville must be thoughtful about when and whether to change land use and promote development. Redevelopment and revitalization can be extremely positive, driving economic growth, additional city revenue, and increasing quality of life. However, certain types of land use and development may be unsustainable for the city budget and jeopardize the ability of the city to provide high quality services. In other cases, changes in land use or development fundamentally change the character of our community.

As our economy shifts and the demographics of Louisville change, we will need to ensure that land use and development continues to benefit the entire Louisville community in a sustainable way while preserving the small town character of our community.

2) What do you see as the main issues facing Louisville, and, in your opinion, how should they be addressed?

Land use and development will continue to be a central issue facing Louisville. With the McCaslin corridor, Ward III is home to a major source of the sales tax revenue that helps support high quality city services that Louisville residents rely upon and enjoy. However, Ward III is also home to vacant properties including significant sections of Parcel O and the former ConocoPhillips site. As the city council considers land use or redevelopment proposals in these or other key areas, it will need to ensure that the city can maintain a fiscally sound budget, and maintain our community's character while meeting the needs of our residents.

Economic vitality is also a key issue facing Louisville. A thoughtful and responsible approach to land use and development can help to ensure that the City's budget remains sustainable and can continue to provide high quality services for residents and businesses. The city is also taking important steps to recruit and retain high quality jobs and businesses, including the hiring of a new Director of Economic Vitality. The city will need to continue to explore new ways of ensuring it can maintain and potentially expand its business community while staying true to the values of our community.

Equally important, the city should continue to explore ways to be more environmentally sustainable. The city has made important steps including implementing the components of a 2016 Sustainability Action Plan and preserving and expanding open space. It will be important for the city council to work with the Sustainability Advisory Board and all the citizens of Louisville to ensure that our city is doing our part to protect our environment for future generations.

3) What should the City do to address economic vitality?

The city should continue to actively recruit and retain high quality jobs and businesses. The hiring of a new Director of Economic Vitality is an important part of creating a renewed focus on economic vitality. The city will need to continue to explore new ways of promoting a vibrant economy while maintaining the character of our community and the sustainability of our city budget.

Economic vitality is intricately related to land use and development decisions. The types of land use and development decisions the city council makes will impact the ability of the city to recruit and retain businesses that positively contribute to our community. Centennial Valley and the Colorado Tech Center are important centers of economic vitality for the city and continuing to attract and retain employers in these areas will need to remain a principle focus. In areas such as Parcel O and the old ConocoPhillips property, the council will need to continue to evaluate whether land use changes are warranted to ensure that these spaces are fully utilized and continue to contribute to the economic vitality of the community.

4) What can the City do to address environmental sustainability?

The Louisville community should continue to do its part to protect our environment and promote sustainability. We should seek to balance the environment with the needs of our community such that we can maintain and improve the quality of life for future generations. The city council should continue to work with community members to identify and prioritize opportunities to make Louisville more sustainable.

Thanks to the work of the Sustainability Advisory Committee, the City Council, and city staff, the city has reduced the energy-related carbon footprint in city buildings and across the community. Our partnership with Xcel energy will remain a key strategy for reducing our community's carbon footprint and overall energy use.

Louisville's sustainability efforts should also continue to look beyond energy use. Promoting residential recycling throughout the community, including by increasing recycling at city parks are important parts of this effort. Building on Louisville's successes in implementing a transportation master plan and promoting walking and biking will also create a more healthy and

sustainable community. In Colorado's dry climate, water is an increasingly scarce resource and the city should continue to promote water efficiency and water quality.

KYLE MICHAEL BROWN, Ph.D.

667 W Lilac Ct
Louisville, CO 80027

kylemichaelbrown@gmail.com
(303) 349-7421

PROFILE

- Health care leader who has advised a Governor, senior U.S. Senators, and executive and legislative branch leaders on health care.
- Director of effective health and human service focused teams.
- Author of bipartisan proposals to improve the U.S. health system performance and individual market
- Ph.D. from Harvard in health-related field.

EXPERIENCE

Colorado Division of Insurance, Denver, CO

Chief Affordability Officer, September 2019 - Present

- Leads high profile initiatives to transform health care purchasing and lower health care costs..
- Oversees team of agency professionals who review life and health insurance plans in order to protect consumers from excessive health insurance costs and prevent discrimination.
- Manages \$250 million annual program that pays for high cost health insurance claims.
- Developing affordability standards that will help ensure all Coloradans can afford health insurance.
- Member of senior staff reporting to Commissioner of Insurance and advising Governor's office.

UCHealth, Aurora, CO

Senior Director for Regulatory Affairs, November 2018 - August 2019

- Led regulatory efforts for the system including the activation of new facilities and interactions with federal and state agencies and accrediting organizations.
- Negotiated with Governor's office and cabinet officials on behalf of UCHealth regarding key legislation, regulations, and program implementation.
- Co-led efforts to improve system wide community benefit investment processes and strategies.
- Advised CEO and senior leadership on legislation, health care policy, and strategy.

Office of Governor John W. Hickenlooper, Denver, CO

Policy Director, Health and Human Services, January 2017 - November 2018

Senior Health Policy Advisor, January 2015 - December 2017

- Co-wrote bipartisan plans to increase value in the American health care system and to stabilize the individual health insurance market. Prepared Governor for U.S. Senate testimony.
- Built and managed bipartisan coalition of governor's offices. Wrote letters asking congressional leadership for bipartisan approaches on health care and immigration signed by 12 governors.
- Developed legislative package to lower the price and increase the value of health care.
- Co-wrote and managed successful grant from the National Governors Association on statewide family-based approaches to eliminating poverty.
- Directed and informed Governor's agenda on health and human services.
- Led health and human services policy research and analyses and made policy recommendations regarding pending legislation and department actions.
- Briefed Governor, Lieutenant Governor, and senior staff on major health and human services issues. Prepared memos, talking points, and remarks for Governor for meetings and events.
- Hired and managed a team of health and human services-related advisors and coordinators.

Colorado Department of Health Care Policy and Financing, Denver, CO

Special Projects Coordinator, April 2014 – January 2015

- Led Department efforts to implement new federal regulations designed to prevent waste, fraud, and abuse. Role included writing Department's provider screening rule, facilitating Department workgroup to develop regulations, and conducting outreach to dozens of stakeholder groups.
- Spearheaded efforts between Department and Dept. of Corrections to enroll all inmates released from Colorado prisons in Medicaid.

Colorado Center on Law and Policy, Denver, CO

Senior Health Policy Analyst, March 2013- March 2014

- Led organization's efforts to make health care more affordable.
- Authored data-driven reports on hospital charges, insurance premiums, and exchange tax credits. Interviewed and quoted in the Denver Post, radio broadcasts, and media outlets across Colorado.
- Represented organization with state legislators and stakeholders. Negotiated priority legislation.
- Wrote weekly articles and briefs distributed to hundreds of policymakers, advocates, and consumers.

Office of U.S. Senator Frank R. Lautenberg, Washington, DC

Legislative Assistant, May 2011-March 2013

- Led Senator's work on health care, education, nutrition assistance, welfare, and women's issues.
- Wrote and oversaw the introduction of legislation. Negotiated with Senate offices from both parties, as well as with stakeholder groups, to gain support for Senator's legislation and initiatives.
- Represented Senator with health care executives, stakeholder groups, and constituents.

**Committee on Health, Education, Labor and Pensions,
U.S. Senator Tom Harkin, Chairman, Washington, DC**

Health Policy Fellow, September 2010- May 2011

- Advised Senator on issues related to biomedical research and new medical treatments.
- Developed concepts for major legislation. Liaised with federal agency officials.

American Society for Biochemistry and Molecular Biology, Bethesda, MD

Science Policy Fellow, August 2009- August 2010

- Advised leadership on policy and appropriations issues. Spearheaded advocacy efforts with Congress.
- Led communication efforts for office of public affairs. Wrote/distributed monthly advocacy newsletter to 1600 members.

SELECTED COMMUNITY INVOLVEMENT

Board of Directors, Connect for Health Colorado (June 2016- November 2018)

Boulder County Leadership Fellow (2018 – 2019)

Local Licensing Authority, Louisville, CO (August 2018-present)

EDUCATION

Harvard University, Cambridge, MA

Ph.D., Genetics, June 2009.

Dissertation: Antibiotic resistance in bacteria and malaria.

Georgetown University, Washington, DC

BS, *summa cum laude*, majors in government and biology, May 2004. Phi Beta Kappa.

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Applicants may be interviewed by the City Council the evening of December 16, 2019.

To serve as a Ward III City Council member you must meet the following requirements:

- Reside in Ward III and have done so for a minimum of 12 months (*see attached map*).
- Be a citizen of the United States
- Be at least 18 years of age
- Be a registered elector

Name of Applicant: Eric Fowles

Home Address: 625 Fairfield Lane

Louisville CO 80027

Phone Number: 720-472-0104

Email Address: eric@voltagead.com

Occupation: CEO/Founder

Employer: VOLTAGE Advertising & Design

Length of Time Living in Louisville: 22 years

Length of Time Living in Ward III: 4 years

Education: BFA Graphic Design Brigham Young University

1) STATEMENT OF INTEREST:

Please attach a letter or statement briefly describing your interest in serving on the City Council. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable. *You may also attach a resume or other information you feel may be relevant to your application.*

2) SUPPLEMENTAL QUESTIONS:

A list of supplemental questions is attached. Please answer each question and return the answers with your application.

3) DO YOU CURRENTLY SERVE ON A CITY BOARD OR COMMISSION?

YES NO If Yes, please identify which board or commission.

Select Board

*Should you be appointed to this position, you shall be deemed to have resigned as a member of that board on the date of taking the oath of office for the City Council.
(Per City Charter Section 3-3(f)).*

4) DISCLOSURES:

Have you ever been convicted of a felony offense, embezzlement, bribery, perjury, solicitation of bribery, or subordination of perjury? YES NO If yes, list for each case: (1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

Per the City Charter Sections 3-3 (c) & (d) any person who seeks election or appointment to the office of Councilmember, and who has been convicted of any of these offenses, shall disclose the same in writing under penalty of perjury.

A conviction includes being found guilty of, a plea of guilty to, a plea of no contest or nolo contendere to, or the receipt of a deferred judgment or deferred sentence for, any of the offenses listed above, but does not include any conviction for which the records have been ordered expunged or sealed.

5) Do you or a company you work for or own do business with the City of Louisville?

YES NO If Yes, please explain below:

- It is the policy of the City Council to make appointments to the citizen boards, commissions, committees, and task forces based on the needs of the City as well as the interests and qualifications of each applicant without discrimination based on race, color, national origin or ancestry, gender, religious convictions, disability, age, or sexual orientation.
- Anyone applying to this position is subject to a background check.
- All information on this application is public record and may be released for public review.
- If appointed, City Council attendance rules state members may miss no more than six (6) regular meetings in any twelve (12) month period.
- This appointment will expire in November 2020. The appointee will be eligible to run in the November 2020 election for the remaining one year of this term.
- If you have questions about the application or the application process, please contact City Clerk Meredyth Muth (MeredythM@LouisvilleCO.gov or 303.335.4536).

Please limit your answers to each question to no more than 250 words.

Your answers are due WITH your application form, by 5 pm on December 5, 2019.

- 1) What do you think are the most pressing planning issues facing the City as it relates to land use & development?
- 2) What do you see as the main issues facing Louisville and in your opinion how should they be addressed?
- 3) What should the City do to address economic vitality?
- 4) What can the City do to address environmental sustainability?

(See attached)

I certify that the information in this application is true and complete. I understand that false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history from the Colorado Bureau of Investigation. I consent to the release of information about my ability and fitness by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

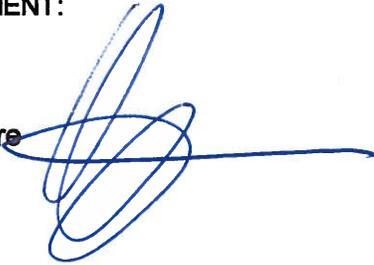
In the event that I am selected to serve on the City Council, I agree to comply with all of its ordinances, rules, and regulations.

I grant full permission to use any photographs, videotapes, recordings or any other record of my participation as a City Council member.

The City will provide any applicant who is rejected as a result of a background investigation information on how to obtain the report and contact information for the reporting agency. Determinations to reject an applicant as a result of the criminal background investigation report are final.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:

Signature



Date

12/5/2015



STATEMENT OF INTEREST:

Over 22 years ago, when my wife and I left college to embark on life, and I got my first real job at an environmental design firm in Boulder CO, we were quickly smitten with the charm of a little town next door called Louisville. We loved everything about it and have been here ever since. We've since had 6 children, and started a company, VOLTAGE, which I still run and operate here in Louisville. We have lived in 5 houses in various parts of town during this time, have seen the great popularity and growth of Louisville over the years, and continue to love the unique work/life balance that we have here. So, as someone who grew up in Colorado, I'm proud to call Louisville my home and believe it really is "America's best place to raise a family" and to live & do business!

Over the last few years I have been more involved in learning the process and role of our local city politics. I own property on Main Street which houses part of my agency's workforce and have seen first hand what steps need to be taken to develop property in the city and do business here. I've also enjoyed serving on the BRAD committee for a year in 2018, which opened my eyes to real concerns and challenges small businesses currently face in our town. Some of these include the cost of doing business here, rising rents, difficulty to make improvements & develop land, and businesses that are being led away from Louisville with attractive offers from neighboring cities.

I have a passion for this great place and a desire to give back to my community, and I also believe I have a unique skillset that would be valuable to our City Council and Ward 3, which I would represent. As a professional marketer and branding consultant, I have learned how to listen and creatively solve large clients' problems that have yielded great results for them. Some of these clients include Frontier Airlines, the Denver Broncos, CU, adidas, Fjallraven, Reebok, and Chipotle. I believe these skills would be an asset and offer another perspective to the Council. I also feel like I could bring a small business POV to decisions having been an entrepreneur for many years, 20 of those being in Louisville.

Thank you, and I hope I have the chance to serve.

Eric Fowles
CEO/Founder
VOLTAGE
720-472-010

SUPPLEMENTAL QUESTIONS:

1) What do you think are the most pressing planning issues facing the City as it relates to land use & development?

COST OF DOING BUSINESS

One of the issues that I have heard from local business owners and developers who are trying to improve outdated buildings downtown is that Louisville is difficult to work with and too expensive to build in. Whether in apples to apples comparison to say Boulder this is true or not - there is a perception that Louisville is not "Business Friendly" Developers would rather invest their time and money in a neighboring city that is more welcoming and interested in attracting new business. I think we could be missing out on great opportunities to bring in the kinds of businesses that align with the vision and image of Louisville if we don't address this. I would also ask what we are doing for small and medium sized businesses, and to utilize our existing infrastructure more effectively?

2) What do you see as the main issues facing Louisville and in your opinion how should they be addressed?

TRANSPORTATION

Transportation is a major issue for many employers here, so we need better transportation options to help out our businesses. I applaud efforts for commuter options along Hwy 36, but we need to make things easier to get to Main St, or the business park. Looking at Highway 42 and the traffic problems, more transportation options, bike racks, etc.

3) What should the City do to address economic vitality?

MARKETING AND BRAND VISION

I know there are many ways to address this and it's a complex challenge, but what I do know from my expertise is the power of communication and messaging. I think one way we can start to improve this is by identifying incentives, value drivers, and compelling campaigns that give businesses reasons to approach Louisville. We have something other towns don't have and it's authentic and attractive to so many people, Louisville should in the position to take first offers and then make decisions based on a set of criteria whether or not it fits the Louisville vision or brand. A clear vision, and message of why people want to do business here needs to be fully developed and shared.

SUPPLEMENTAL QUESTIONS: (cont.)

4) What can the City do to address environmental sustainability?

WORK/LIFE INTEGRATION

I believe we can address the aspirations of sustainability by crafting a community that allows various income levels to work and live in our community. Louisville can be a model city for work/life integration! For instance, not having to commute from Thornton or Denver, in order to support our local business. I also strongly believe in continued support for green space, and making parks and open spaces a priority. I would like to see Louisville continue to add multi-use paths, to give residents and visitors choices while encouraging them to live sustainably.

THANKS

attached:

Vision Statement for Louisville Business

Worked on during service on the BRAD committee.



LOUISVILLE ECONOMIC VISION

Promote a business friendly climate, Develop sustainable long term revenue, and Maintain our quality of life for residents and workers.

**PROMOTE
Business Friendly**

- Healthy Communication
- Efficient processes
- Open for Business
- A place to do great things



**MAINTAIN
Quality of Life**

- High wages
- Amenities
- Community
- Family Friendly



**DEVELOP
Sustainable Revenue**

- Diversity
- Adaptable/responsive
- Supportive of existing business
- long-term planning



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- Be a citizen of the United States
- Be at least 18 years of age
- Be a registered elector

Name of Applicant: **Angie Layton**
Home Address: **619 W Juniper Ct** Louisville CO 80027
Phone Number: **7209349497**
Email Address: **angeliquelayton@gmail.com**
Occupation: **attorney**
Employer: **self**
Length of Time Living in Louisville: **18** years since Sept 2001
Length of Time Living in Ward III: **18** years at same home
Education: **Juris Doctorate**

1) **STATEMENT OF INTEREST:**

Please attach a letter or statement briefly describing your interest in serving on the City Council. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable. *You may also attach a resume or other information you feel may be relevant to your application.*

2) **SUPPLEMENTAL QUESTIONS:**

A list of supplemental questions is attached. Please answer each question and return the answers with your application.

3) **DO YOU CURRENTLY SERVE ON A CITY BOARD OR COMMISSION?**

YES NO If Yes, please identify which board or commission.

Select Board **Rec Board Cultural Council previously**
Should you be appointed to this position, you shall be deemed to have resigned as a member of that board on the date of taking the oath of office for the City Council. (Per City Charter Section 3-3(f)).

4) DISCLOSURES:

Have you ever been convicted of a felony offense, embezzlement, bribery, perjury, solicitation of bribery, or subordination of perjury? YES NO If yes, list for each case: (1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

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YES NO If Yes, please explain below:

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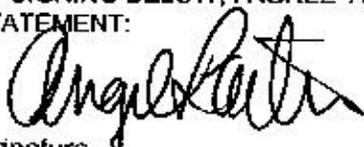
I certify that the information in this application is true and complete. I understand that false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history from the Colorado Bureau of Investigation. I consent to the release of information about my ability and fitness by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

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BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:


Signature

11/29/18
Date

STATEMENT OF INTEREST

I would very much like to be part of the governance of the city of Louisville. I believe that Louisville is on the cusp of many changes and should take a leadership role in addressing the challenges that we face as a community in terms of transportation, open space and trails, and preserving the charm of a small town with all the amenities of a big city. I have many friends in city government in Longmont, Broomfield, Lafayette, and Westminster and I enjoy thinking about policy issues that can make people's lives in a community better. I am committed to the idea that government can actually work well and be a blessing to its citizens.

PRESSING ISSUES

I believe that the most pressing issues that Louisville has are addressing the Conoco Phillips property and the proposals for its development and the Sam's Club property. Having watched how the Safeway/Alfalfa's development proceeded, I think it is very important to ensure that as much outreach to the community regarding the decisions that are being made is done so that when the final decisions are reached, everyone feels that their voice has been heard, even if their position is not the one chosen.

The other issue which garnered a lot of attention is the airport/airplane noise, and although it doesn't appear that the city can do much to mitigate it, we should continue to listen to the citizens who find this a major concern and if there is a solution, we should stay on top of this issue.

MAIN ISSUES FACING LOUISVILLE

I believe that supporting and maintaining a good ratio of residential, retail and commercial properties is very important. I think it is also very important to retain the larger stores that we currently have like Lowes and Home Depot and to do what we can to encourage them to remain in our city. As a future goal, I think it would be great to be able to develop a countywide strategy that shares sales taxes so that the incentive to "steal" away retailers is lessened. While it is my understanding that we have good financial status at the moment, we need to plan long term to ensure that our financial situation remains strong. Ensuring we budget for reserves, encouraging spending in our town, and continuing the street faire and other special events are important ways to keep our citizens excited and spending money in the city.

ECONOMIC VITALITY

Obviously losing Kohl's and Sam's and Hobby Lobby were very serious blows. Although I've heard it said that "big boxes are dead", I also see a vigorous group of shoppers at Costco at all times of the day. Encouraging people to spend money locally by reminding people that shopping, eating and working in our community is not only environmentally friendly, but also helps us maintain our great city amenities is important. One of the things that might help is a link on the web to local businesses and a way to

highlight what they are doing to remind people that you can get almost anything you want by shopping in Louisville.

ENIRONMENTAL SUSTAINABILITY

We can pay more attention to planting xeriscape and indigenous plants and flowers and reducing overwatering and mowing. I'd love to examine the use of leaf blowers and cut out their use wherever possible. Encouraging local weed pulling by residents instead of using herbicides is in place but I'd like to ensure that local residents around open space and parks are reminded that they can be a partner with the city to address landscaping issues. In the past, we had community work days and I believe that with some effort, we could get the community much more invested in keeping our community beautiful. The Turkey Trot started as a small endeavor by a committed group and it is now a major event. I think there are many opportunities that we can foster by encouraging local residents to let their imagination take flight.

Working with DRCOG and RTD to improve bus service and continuing to demand our share of RTD money to provide reasonable and useful bus routes is also necessary. While rail seems to be a fantasy, I do not think that we should ever drop our requests as our long term planning has always expected a rail line to connect us with the front range.

Continuing to ensure that our buildings are as energy efficient as possible and making sure that all the vehicles we use for the city are used efficiently is also important.

Ensuring that trails are plowed and accessible can help people think about commuting using alternative means.

FINALLY A concern of mine:

I was part of the transportation outreach working group and there were several individuals who were mobility challenged. I had numerous conversations with these individuals about accessibility issues. After this snow storm, I have noticed that almost every cross walk in the city is completely inaccessible. This is especially egregious at the intersection between Highway 42 and South Boulder road. There are many mobility challenged individuals who live in the Kestrel housing project and there is just no way that any of those folks could access the east side of Highway 42 using any of the crosswalks. I believe that the city should make much more of an effort to ensure that cross walks are well plowed and can be accessed by individuals in wheel chairs, bicycles and strollers. This will encourage walking which reduces traffic and air pollution, but will also send a message to our citizens that we encourage pedestrian mobility in our community.

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- Be a citizen of the United States
- Be at least 18 years of age
- Be a registered elector

Name of Applicant: Alexander "Alex" McCracken

Home Address: 221 S Tyler Ave

Louisville CO 80027

Phone Number: 7205610299

Email Address: mccrackena@gmail.com

Occupation: VP of Sales

Employer: Act Innovate

Length of Time Living in Louisville: 7 years

Length of Time Living in Ward III: 7 years

Education: Bachelor's of Science

1) STATEMENT OF INTEREST:

Please attach a letter or statement briefly describing your interest in serving on the City Council. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable. *You may also attach a resume or other information you feel may be relevant to your application.*

2) SUPPLEMENTAL QUESTIONS:

A list of supplemental questions is attached. Please answer each question and return the answers with your application.

3) DO YOU CURRENTLY SERVE ON A CITY BOARD OR COMMISSION?

YES NO If Yes, please identify which board or commission.

Select Board

Should you be appointed to this position, you shall be deemed to have resigned as a member of that board on the date of taking the oath of office for the City Council. (Per City Charter Section 3-3(f)).

4) DISCLOSURES:

Have you ever been convicted of a felony offense, embezzlement, bribery, perjury, solicitation of bribery, or subordination of perjury? YES NO If yes, list for each case: (1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

Per the City Charter Sections 3-3 (c) & (d) any person who seeks election or appointment to the office of Councilmember, and who has been convicted of any of these offenses, shall disclose the same in writing under penalty of perjury.

A conviction includes being found guilty of, a plea of guilty to, a plea of no contest or nolo contendere to, or the receipt of a deferred judgment or deferred sentence for, any of the offenses listed above, but does not include any conviction for which the records have been ordered expunged or sealed.

5) Do you or a company you work for or own do business with the City of Louisville?

YES NO If Yes, please explain below:

- It is the policy of the City Council to make appointments to the citizen boards, commissions, committees, and task forces based on the needs of the City as well as the interests and qualifications of each applicant without discrimination based on race, color, national origin or ancestry, gender, religious convictions, disability, age, or sexual orientation.
- Anyone applying to this position is subject to a background check.
- All information on this application is public record and may be released for public review.
- If appointed, City Council attendance rules state members may miss no more than six (6) regular meetings in any twelve (12) month period.
- This appointment will expire in November 2020. The appointee will be eligible to run in the November 2020 election for the remaining one year of this term.
- If you have questions about the application or the application process, please contact City Clerk Meredyth Muth (MeredythM@LouisvilleCO.gov or 303.335.4536).

I certify that the information in this application is true and complete. I understand that false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history from the Colorado Bureau of Investigation. I consent to the release of information about my ability and fitness by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

In the event that I am selected to serve on the City Council, I agree to comply with all of its ordinances, rules, and regulations.

I grant full permission to use any photographs, videotapes, recordings or any other record of my participation as a City Council member.

The City will provide any applicant who is rejected as a result of a background investigation information on how to obtain the report and contact information for the reporting agency. Determinations to reject an applicant as a result of the criminal background investigation report are final.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:

Alex McCracken

12/4/2019

Signature

Date

Alex McCracken
221 S Tyler Ave.
Louisville, CO 80027
720-561-0299

ATTN: Meredyth Muth

Alex McCracken Statement of Interest Ward III City Council Member

It was a warm night in September of 2012 when I took my first trip into Louisville. I remember the sun sitting low in the sky but just high enough to light up the fire station with orange as I headed south down Main Street. Little did I know that in a couple of short blocks, I would be getting my first experience of a town that's put together the pieces of my life: a spouse, a child, a career, a house, and a visceral feeling of 'home'.

Being from Atlanta originally, I take great pride in small communities having tremendous character when cast in the shadow of a bigger entity. When I saw my first glimpse of downtown Louisville, I knew it had that character that was being overshadowed by Metro Denver. It was only a couple of months after that I bought my first house and started the journey that leads me to write to you today.

What I didn't realize when I bought that house and moved to Louisville is that the character goes beyond the visuals of downtown. It extends to the smiling faces in the businesses here to support our town, the neighbors who gladly shovel your sidewalk when you're out of town during the snow storm, and the trails that turn a workout into a stroll through nature. There are countless other things that contribute to our character in Louisville and I'm interested in being on the City Council to preserve, promote, and proliferate those things to citizens and visitors alike.

Being a young professional, my applicable experience comes less in the form of government servitude, and more from the myriad of businesses I've worked at and my experience trying to grow a business in Louisville. I've been exposed to numerous businesses from the executive level and have learned the variables that make office and retail spaces attractive to consumers and businesses. I've also built and grown a company that started in downtown Louisville and had to move to Lafayette due to the office conditions in Louisville.

Louisville and surrounding areas are quickly changing, but the observations I had when I moved here are still true. We need more sustainable businesses, even an industry, that provides long term success for the owners and tax revenue for the city. We need more young people moving here while still having options for those in retirement. We need to keep our small-town charm by keeping development in check with the character of the city. And just as importantly, we need to rise above the shadow of Metro Denver to be the place that when people say "where should we go this weekend?" they think Louisville.

My love for Louisville, my business experiences, and my desire to continue to make this the best place to go and live in Metro Denver will be unparalleled in the applicants for this position. Through all of them, I ask that you consider me for the position of Ward III City Council Member.

2019 Ward III City Council Application Questions

1) What do you think are the most pressing planning issues facing the City as it relates to land use & development?

- I think the two biggest issues are Parcel O and the ConocoPhillips Campus. Both of these have tremendous opportunity for businesses to flourish being near 36 and in between Denver and Boulder with a vast population of workers and consumers around them. Each day that goes by with them sitting vacant is another day without the large amount of tax revenue that Louisville could be getting from them. We must enact a plan to attract businesses, repurpose the land, or get creative in finding ways to get sustainable businesses to utilize those areas. We also need to be careful not to fall into development traps where short-term decisions adversely affect long term prosperity, like sacrificing empty retail spots for residential builds similar to what we see at DeLo or the big box stores that sit vacant on Parcel O now.

2) What do you see as the main issues facing Louisville and in your opinion how should they be addressed?

- I think the main issues facing Louisville are the vacant and derelict properties (and the reasons behind their states), the rising cost of living, and the diminishing sense of community. We need to look at why businesses are closing their doors in some areas while their neighbors next door are flourishing. Are there things that Louisville can do to support startup businesses to get going and be profitable? Are there burdens from the city that make it hard for businesses to open up easily and stay open? The rising cost of living is a very large concern if we want to keep a diversity of demographics. There are countless advantages to this, most notably a more attractive town that has long term growth, continuous housing opportunities, and less stereotypes. Solving this is a very tough issue but building and maintaining low-income housing is a great first step. Additionally, providing the appropriate amount of new housing opportunities while assessing infrastructure and traffic load needs to be part of that plan. Finally, increasing the sense of community is important as more people relate to strangers online than they do their neighbors. Louisville should incentivize neighborhood activities by providing block party stipends, police road closings, or neighborhood liaisons that connect people and welcome new residents.

3) What should the City do to address economic vitality?

- Louisville needs to address economic vitality by providing short- and long-term incentives to promote growth and sustainability. Short term incentives can be handled by implementing innovative tax payment structuring, less roadblocks for permit application approvals, and a focus on marketing Louisville as a place for new businesses to easily get started and thrive. Long term incentives can be handled through developing more areas that attract non-residents to visit an area, by focusing on an industry and providing specific tax incentives for companies within that industry to come to Louisville and creating a more distinct

brand for the town that we can promote internationally. I think Louisville has done a very poor job in creating a brand for the town and it shows when you ask people about Louisville. We're known as the best place to live, not the best place to live, visit, and move your business.

4) What can the City do to address environmental sustainability?

- Louisville currently has an environmental sustainability plan that they need to follow, adjusting things as new technology and options present themselves. However, one of the best ways to promote sustainability is to be attractive to companies who share the same mission. As stated before, Louisville could advertise that they are the city for environmentally sustainable businesses to come do business. Louisville could also provide tax incentives to companies based upon the metrics tied to sustainability goals. If we show the world that we care about not only what the city as a whole is doing, but also with the businesses we attract, we can transform even the behaviors of individuals to be thinking about this every day. With a plan like this, it's not just the government providing the sustainability, it's the entire town.

2019 Application for Ward III City Council Appointment

Applications are due by 5 pm on December 5, 2019. Applications should be emailed to MeredythM@LouisvilleCO.gov or hand-delivered to City Hall, 749 Main Street.

Applicants may be interviewed by the City Council the evening of December 16, 2019.

To serve as a Ward III City Council member you must meet the following requirements:

- Reside in Ward III and have done so for a minimum of 12 months (*see attached map*).
- Be a citizen of the United States
- Be at least 18 years of age
- Be a registered elector

Name of Applicant: Errin Weller

Home Address: 515 W Fir Way

Louisville CO 80027

Phone Number: 720.940.6024

Email Address: Errincita@Gmail.com

Occupation: Product Strategist

Employer: Self

Length of Time Living in Louisville: 18 years

Length of Time Living in Ward III: 14 years

Education: PhD, MA - University of Colorado, Boulder

1) STATEMENT OF INTEREST:

Please attach a letter or statement briefly describing your interest in serving on the City Council. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable. *You may also attach a resume or other information you feel may be relevant to your application.*

2) SUPPLEMENTAL QUESTIONS:

A list of supplemental questions is attached. Please answer each question and return the answers with your application.

3) DO YOU CURRENTLY SERVE ON A CITY BOARD OR COMMISSION?

YES NO If Yes, please identify which board or commission.

Select Board

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4) **DISCLOSURES:**

Have you ever been convicted of a felony offense, embezzlement, bribery, perjury, solicitation of bribery, or subordination of perjury? YES NO If yes, list for each case: (1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

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BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:

Errin T. Weller

3 Dec 2019

Signature

Date

Errin T. Weller
515 W Fir Way
Louisville, CO 80027
720.940.6024
Errincita@Gmail.com

3 December 2019

City Hall
749 Main Street
Louisville, CO 80027

Dear City Clerk & Council,

As a long-term resident of Louisville and 14-year resident of Ward 3, I would like to join the Louisville city council to share my expertise to help solve the challenges facing Louisville as a small town looking towards the future.

My extensive experience as a researcher, product strategist, self-employed small business owner, and parent, would be a valuable addition to the city council. I enjoy analyzing data to identify problems and provide solutions utilizing a combination of my anthropology, technology, and business knowledge.

Please see my attached resume and answers to the supplemental questions.

Contact me at your earliest opportunity via telephone at 720.940.6024 or via email at Errincita@gmail.com to determine if I would be a good fit for our council. I look forward to working with you.

Warm Regards,

A handwritten signature in black ink that reads "Errin T. Weller". The signature is written in a cursive, slightly slanted style.

Errin T. Weller

SUPPLEMENTAL QUESTIONS

What do you think are the most pressing planning issues facing the City as it relates to land use & development?

Development is on the front of everyone's mind today, especially if you have lived in Louisville for longer than ten years. I appreciate Louisville's focus on open space and updating many of the parks and playgrounds throughout the city. One of the primary concerns is the growth of high density housing without an infrastructure to match. The roads remain the same - McCaslin, S. Boulder, Hwy 42/Courtesy Road - and are carrying more people but are virtually unchanged from when I first moved here in 2001. Parking and public transportation have also not grown in proportion. Residents of Louisville continue to pay a tax on a FastTracks development we will likely never see. I would propose that Louisville looks into their own development of public transportation during peak periods to help alleviate some of the traffic and parking congestion. This system could be similar to the free shuttles of the mountain ski towns.

Parking is a challenge in downtown. While it is good that ideas are on the table for helping the parking challenges, such as a parking garage, I would like to see other options explored including shuttle parking, better signage in LoDo (you can park there and walk to downtown faster than anywhere else but few people do), and bikes in the summer months. A parking garage may be in the future but in a style that matches the historic character of downtown.

What do you see as the main issues facing Louisville and in your opinion, how should they be addressed?

Louisville is an excellent place to live and the place I have chosen to raise my family. There are a myriad of issues that Louisville needs to address to maintain this quality of life while continuing to grow with the modern world. We are experiencing economic growth and with that comes population growth. I am hopeful Louisville will work on finding a balance between residential, commercial, and industrial growth while improving the infrastructure.

While Louisville continues to attract many families because it is a great place, I am concerned about the aging population. There are limited housing options for seniors that do not wish to move into apartments. I would like to see a 55+ community with low-maintenance small houses, duplexes, or cottages (less than 1200 sq ft) with living space on a single floor. This type of ranch-style house is exceedingly rare in Louisville

and many people (including my mom and some ladies in my Zumba class) have had to move into surrounding areas.

Affordable housing is also a topic many people have brought up. However, I have not seen Louisville conduct the research necessary into determining what drives higher rents. This would include information such as: what percentage of houses are primary residences; what is being held by companies for business purposes such as renting; what properties are being purchased by overseas investors and are the investment properties occupied or unoccupied (e.g. zombie houses)? Affordable rents for small businesses are another avenue that requires consideration.

What should the City do to address economic vitality?

Louisville is doing a good job attracting industrial/commercial to areas such as CTC. The main problem in Louisville at the moment is the inability to adapt to changing consumer patterns. Two areas in town that need to be addressed are McCaslin and StorageTek/ConocoPhillips. Louisville has focused extensively and successfully on downtown but other areas of town have been neglected.

The 2013 McCaslin plan first identified numerous problems in the corridor, including an overabundance of large retail space that the study predicted was going to linger on the market. That is exactly what happened. Ideas of maintaining McCaslin as a “retail corridor” with a commercial zoning are outdated. For ten years we have been hearing that the solution is to attract more stores; instead more stores have left. Many of the ideas outlined in 2013 have not been implemented (e.g. turning McCaslin into a gateway to Louisville) and the situation is now more dire. I believe Louisville will continue to lose stores to areas such as Lafayette and Superior. Louisville needs to embrace the core concept of Downtown Superior as being a mixed-use area that is walkable with easy access to stores (including small businesses), parks, and amenities that improve the quality of life. As mentioned above, there is a shortage of housing in Louisville for individuals and retired people who would like a small house (1200 sq ft or less). This would be a place to start.

The second area is the StorageTek/Conoco parcel. It appears a capital firm has purchased the land and is in the process of planning a mixed-use development. As a large amount of land located in a prime location on US 36 with easy access to both Denver and Boulder, it would be beneficial to Louisville to see this area utilized.

What can the City do to address environmental sustainability?

With climate change being one of the most pressing issues of our time, I am pleased to see Louisville embrace environmental sustainability and incorporate solar into their plans. I would like to see this expand and further explore the possibility of bringing more solar to residents, such as a bulk buying program. The city has been installing charging stations and it would be wonderful to see these in more locations (e.g. grocery stores, strip malls, restaurants).

Much of Louisville is composed of single family homes with spaces for gardening, both for foods and for native plants. Louisville could encourage household gardens with programs to educate residents on growing their own food, giving starter packs of easy things to grow, and teaching composting. Water conservation is also of primary concern. Further education on native plants to encourage residents to swap out water hungry grass for drought tolerant native plants should be a focus. I would also like to see the city replace grass in locations such as medians (i.e. where no one is picnicking or playing) with low-water plants. A city program to help homeowners plant more trees for carbon sequestration would also be helpful.

Louisville needs to encourage the use of public transportation but sometimes RTD stops are too far apart. The Flex Ride is a good start and multiple houses on my street utilize it. A problem is that we continue to pay for a light rail when that money should remain local and be used for a city shuttle or to expand the Flex Ride.

Recycling and composting rates need to improve. This could be done with more outreach and by helping people understand how much they consume.

Dr. Errin T. Weller
Product Strategy

CONNECT

+1.720.940.6024
Errin@LimitlessComputing.com
LinkedIn @Errin
Twitter @LimitlessComp

SKILLS

Product Development & Management, Business Analysis & Strategy, Intellectual Property, Market & Product Research

Emphasis on
Emerging Technologies, Augmented & Virtual Reality (AR/VR), Mobile Software (iOS, Android), Architecture, Engineering, Construction (AEC) Industry, Cross-cultural Experience & International Markets

Current Technologies
3D Modeling Software, Visualization, Cloud Computing, AR/VR (mobile & device based), Remote Sensing, GIS, GPS

Leadership
Experienced project manager & product developer

EDUCATION

U of Colorado, Boulder
PhD, MA, Anthropology & Remote Sensing (2009, 2002)

Vassar College
BA, Anthropology (2000)

I am a product strategist who enjoys being on the frontier of technology and understanding trends & implications. I take ideas that solve problems from concept to delivery.

EXPERIENCE

Co-Founder/President, Limitless Computing Inc., Boulder, CO (2006-present)

Analyzed market need for a mobile Augmented Reality application for visualization of 3D software in the AEC industry & successfully launched SightSpace Pro technology. Understanding of product priority, execution, and realistic launch dates.

Co-Founder/President, Modern Grids, Boulder, CO (2006-2013)

Responsible for intellectual property portfolio of cloud computing technology (researched and wrote patents; launched cloud technology). Patent portfolio was acquired.

Consultant, Boulder, CO (2004-present)

Project #1. National Aeronautics and Space Administration (NASA), Huntsville, AL - Global Hydrology and Climate Center (GHCC). Aided in development of high-resolution satellite spectral signature to locate landscape features in Central America. Conducted laboratory & field analyses.

Project #2. U. of Colorado, Rochester Institute of Technology, NASA. Facilitated teams of researchers to successfully plan & deploy a large-scale satellite remote sensing and GIS project in Mexico. Continue to mentor PhD Candidate who is using the dataset.

Project #3. U. of Colorado; Institute of Archaeology, Belize. Completed all aspects of satellite analysis & field project including planning, defining project parameters, securing funding, data collection (organization & analysis), & publication. Successfully met tight timeline within budget constraints.

Field Supervisor / Co-Principal Investigator, U. of Colorado, Boulder, CO (2000-2008)

Management and mentoring of field teams to conduct geophysical data acquisition, satellite ground truthing, GPS, and mapping.

HIGHLIGHTS

Intellectual Property

Researched, wrote, and drew figures for three granted US Patents (10,242,456; 10,115,048; 9,922,282) and two pending patents (16/262,526; 16/144,694) covering mobile AR and UAV/UAS.

Community Involvement

Frequent conference presenter and session organizer. Publisher of numerous professional articles including UNESCO case study.

Possible interview questions for Ward III applicants:

1. Why are you interested in serving on the Louisville City Council?
2. Detail your professional and/or personal involvement in the community and explain how that might be helpful to you should you be selected as a City Councilmember.
3. In what ways have you been an active and/or contributing member of our Louisville community? (Participation on Boards, Committees, Volunteer)
4. What unique perspective will you bring to the Louisville City Council?
5. Tell us about your volunteer or civic involvement in the communities in which you have lived, and describe the similarities and differences you see between the responsibilities of a City Council member and these other positions/capacities in which you have served.
6. What do you consider Louisville's strengths and areas for improvement?
7. What initiative would you like to see the City undertake in the next five years? Explain why.
8. If appointed you will be confronted with issues where there are differences of opinion between the citizens you represent. Describe your approach to such issues. What is the role of public comment in City government?
9. Provide a specific example of a decision you made where your best judgment differed from the majority opinion of other decision makers working with you. What things did you consider in forming your judgment?
10. What qualities make Louisville special and distinguish it from surrounding cities? What do you believe needs to happen to maintain those qualities as Louisville experiences residential and commercial growth?