

City Council

Agenda

Tuesday, May 19, 2020

6:00 PM

Electronic Meeting

This meeting will be held electronically. Residents interested in listening to the meeting should visit the City's website here to link to the meeting:

louisvilleco.gov/government/city-council

The Council will accommodate public comments as much as possible during the meeting. Anyone may also email comments to the Council prior to the meeting at

Council@LouisvilleCO.gov.

1. **CALL TO ORDER & ROLL CALL**
2. **APPROVAL OF AGENDA**
3. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND ITEMS ON THE CONSENT AGENDA**
Council requests that public comments be limited to 3 minutes. When several people wish to speak on the same position on a given item, Council requests they select a spokesperson to state that position.
4. **CONSENT AGENDA**
The following items on the City Council Agenda are considered routine by the City Manager and shall be approved, adopted, accepted, etc., by motion of the City Council and roll call vote unless the Mayor or a City Council person specifically requests that such item be considered under "Regular Business." In such an event the item shall be removed from the "Consent Agenda" and Council action taken separately on said item in the order appearing on the Agenda. Those items so approved under the heading "Consent Agenda" will appear in the Council Minutes in their proper order.
 - A. Approval of Bills
 - B. Approval of Minutes: April 28, 2020; May 5, 2020; May 12, 2020
 - C. Approval of May 26 as a Special Meeting
 - D. Approval of Resolution No. 35, Series 2020 – A Resolution Approving a First Amendment to a Business Assistance Agreement with Fresca Foods, Inc. for an Economic Development Project in the City of Louisville
5. **COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA** (Council general comments are scheduled at the end of the Agenda.)

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.

City of Louisville
City Council 749 Main Street Louisville CO 80027
303.335.4536 (phone) 303.335.4550 (fax) www.LouisvilleCO.gov

6. CITY MANAGER'S REPORT

7. REGULAR BUSINESS

A. RESOLUTION NO. 15, SERIES 2020 – A RESOLUTION APPROVING AN AGREEMENT AMONG THE CITY OF LOUISVILLE, THE LOUISVILLE REVITALIZATION COMMISSION, AND THE LOUISVILLE FIRE PROTECTION DISTRICT FOR PROPERTY TAX TIF REVENUE SHARING – *continued from 2/18/20*

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

B. DISCUSSION/DIRECTION/ACTION – REOPENING AND RECOVERY PLANS FOR CITY FACILITIES AND SERVICES, 4TH OF JULY, AND MEMORY SQUARE POOL

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

C. DISCUSSION/DIRECTION – POSSIBLE BALLOT MEASURES FOR 2020

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

8. CITY ATTORNEY'S REPORT

9. COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS

- ECONOMIC VITALITY COMMITTEE
- FINANCE COMMITTEE
- LEGAL REVIEW COMMITTEE
- UTILITY COMMITTEE
- COLORADO COMMUNITIES FOR CLIMATE ACTION
- COMMUTING SOLUTIONS
- CONSORTIUM OF CITIES

- **DOWNTOWN BUSINESS ASSOCIATION STREET FAIRE**
- **DENVER REGIONAL COUNCIL OF GOVERNMENTS**
- **JOINT INTEREST COMMITTEES (SUPERIOR & LAFAYETTE)**
- **MAYORS & COMMISSIONERS COALITION**
- **METRO MAYORS CAUCUS**
- **REVITALIZATION COMMISSION**
- **XCEL ENERGY FUTURES**
- **ADVANCED AGENDA**

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City of Louisville, CO
DETAIL INVOICE LIST

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CASH ACCOUNT: 001000 101001

WARRANT: 043020 04/30/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14949	12DEGREE BREWING	2020 EMERGENCY SOLUTIONS	5,000.00
15005	BAILEY DERMATOLOGY PC	2020 EMERGENCY SOLUTIONS	5,000.00
14963	BAWARCHI BIRYANI POINT 2, LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14980	BEST CHEF RESTAURANT LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14985	BIG RED RUNNING LLC	2020 EMERGENCY SOLUTIONS	5,000.00
9576	BCT LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14952	BOBBO'S SWEET SHOP LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14988	BRAGDON & COMPANY INC	2020 EMERGENCY SOLUTIONS	5,000.00
14964	BREAK THE ROOM LLC	2020 EMERGENCY SOLUTIONS	5,000.00
15002	C JACK ROFFIS, OD,PC	2020 EMERGENCY SOLUTIONS	5,000.00
14997	CANE NERO LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14955	CARANCI INC	2020 EMERGENCY SOLUTIONS	5,000.00
14957	CELESTE C MURPHY	2020 EMERGENCY SOLUTIONS	5,000.00
14971	CHIN PAN CHONG	2020 EMERGENCY SOLUTIONS	5,000.00
14967	CLASSIC CABINETS & DESIGN LLC	2020 EMERGENCY SOLUTIONS	5,000.00
7712	CREATIVE FRAMING ART GALLERY	2020 EMERGENCY SOLUTIONS	5,000.00
14953	CRYSTAL SPRINGS BREWING COMPAN	2020 EMERGENCY SOLUTIONS	5,000.00
14962	CUPCAKE GARAGE INC	2020 EMERGENCY SOLUTIONS	5,000.00
14977	DEIRDRE MANGINE	2020 EMERGENCY SOLUTIONS	5,000.00
14954	DOUBLE HAPPY RESTAURANT INC	2020 EMERGENCY SOLUTIONS	5,000.00
14968	EAST WEST INTEGRATED MEDICINE	2020 EMERGENCY SOLUTIONS	5,000.00
14969	EAST-WEST WELLNESS, LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14970	EASTERN ROCKS LOUISVILLE LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14545	ELEANOR AND HOBBS	2020 EMERGENCY SOLUTIONS	5,000.00
14956	ERIC B OLSON	2020 EMERGENCY SOLUTIONS	5,000.00

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CASH ACCOUNT: 001000 101001

WARRANT: 043020 04/30/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
12924	ERIN L COX PHOTOGRAPHY	2020 EMERGENCY SOLUTIONS	5,000.00
14999	FIRIEL SKIN CARE	2020 EMERGENCY SOLUTIONS	5,000.00
14958	FOUND UNDERGROUND INC	2020 EMERGENCY SOLUTIONS	5,000.00
14965	GANGA LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14972	GENERAL CHAMP LLC	2020 EMERGENCY SOLUTIONS	5,000.00
13744	GRAVITY BREWING LLC	2020 EMERGENCY SOLUTIONS	5,000.00
15004	INKSMITH TATTOO & PIERCING LLP	2020 EMERGENCY SOLUTIONS	5,000.00
14992	JENNIFER T HLAWATSCH	2020 EMERGENCY SOLUTIONS	5,000.00
15008	JEREMY ASBURY	2020 EMERGENCY SOLUTIONS	5,000.00
14973	JULIES CULINARY SERVICES LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14959	JUNIPER PAINTS LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14974	KAUFMAN HEALTH AND HORMONE CEN	2020 EMERGENCY SOLUTIONS	5,000.00
15001	LOS VIEJOS LLC	2020 EMERGENCY SOLUTIONS	5,000.00
14961	LOUISVILLE CYCLERY LLC	2020 EMERGENCY SOLUTIONS	5,000.00
15009	LOW COST OFFICE FURNITURE LLC	2020 EMERGENCY SOLUTIONS	5,000.00
13758	MC STERLING LLP	2020 EMERGENCY SOLUTIONS	5,000.00
14960	MICHAEL C PRICE	2020 EMERGENCY SOLUTIONS	5,000.00
14975	MILE HIGH PHO	2020 EMERGENCY SOLUTIONS	5,000.00
14976	MILES SPORTS PUB INC	2020 EMERGENCY SOLUTIONS	5,000.00
14990	MOOLICIOUS LLC	2020 EMERGENCY SOLUTIONS	5,000.00
15000	MOUNTAIN KIDS LOUISVILLE LLC	2020 EMERGENCY SOLUTIONS	5,000.00
15006	NOCOAST CROSSFIT	2020 EMERGENCY SOLUTIONS	5,000.00
14978	WENDY L WASSOM	2020 EMERGENCY SOLUTIONS	5,000.00
14979	ORGANIC SANDWICH COMPANY	2020 EMERGENCY SOLUTIONS	5,000.00
14989	OYSY INC	2020 EMERGENCY SOLUTIONS	5,000.00

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CASH ACCOUNT: 001000 101001		WARRANT: 043020		04/30/2020
VENDOR	VENDOR NAME	PURPOSE		AMOUNT
14981	PAUL'S COFFEE & TEA LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14982	POR WINE HOUSE LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14024	RED DOG RADIOS LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14983	REPAIR MASTERS AUTOMOTIVE LLC	2020	EMERGENCY SOLUTIONS	5,000.00
15003	ROCK BARBERS LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14984	ROCKY MOUNTAIN CIGARS LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14950	SANABRIA ENTERPRISES	2020	EMERGENCY SOLUTIONS	5,000.00
14986	SHOPEYS PIZZA LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14987	SPICE CHINA II INC	2020	EMERGENCY SOLUTIONS	5,000.00
14951	SUGAR & PAPER LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14276	SWEET SPOT CAFE LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14966	T&M INC	2020	EMERGENCY SOLUTIONS	5,000.00
15007	TAMARA HARBISON	2020	EMERGENCY SOLUTIONS	5,000.00
14991	TAZ VAPOR LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14993	THREE LEAF CATERING LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14994	TIBET'S RESTAURANT & BAR LLC	2020	EMERGENCY SOLUTIONS	5,000.00
15010	TILT III, LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14995	VERDE NO 2 LIMIT PARTNERSHIP L	2020	EMERGENCY SOLUTIONS	5,000.00
14996	VIA TOSCANA LLC	2020	EMERGENCY SOLUTIONS	5,000.00
14998	YOUNG DENTISTRY FOR CHILDREN L	2020	EMERGENCY SOLUTIONS	5,000.00
70 INVOICES		WARRANT TOTAL		350,000.00

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CASH ACCOUNT: 001000 101001

WARRANT: 043020A 04/30/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14154	ALLSTREAM	MAY 20 PHONE CIRCUITS	937.49
14164	ALPINE BANK	#5300177601 SOLAR PANEL L	5,429.18
14164	ALPINE BANK	#5300089001 SOLAR PANEL L	3,729.33
14801	CHRISTOPHER MELENDEZ	GOLF LESSONS 3/15/20	224.00
9750	LEGALSHIELD	#22554 APR 20 EMPLOYEE PR	399.70
7735	LINCOLN FINANCIAL GROUP	000010008469 MAY 20 LIFE/	7,214.39
7735	LINCOLN FINANCIAL GROUP	000010008469 MAY 20 LTD P	3,720.17
99999	TOWN HOMES @ COAL CREEK HOA	UTILITY REFUND 658 1/4 RI	2,258.54
99999	CIENNA WATHIER	RETURNED ACH FOR EE-HSA P	50.00
10951	PINNACOL ASSURANCE	WORKERS COMP PREMIUM 4 OF	19,513.30
10884	WORD OF MOUTH CATERING INC	SR MEAL PROGRAM 4/25-4/29	4,111.74
3875	XCEL ENERGY	MAR 20 GROUP ENERGY	65,544.82
3875	XCEL ENERGY	6520 MARSHALL RD WATER VA	4.84
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13 INVOICES		WARRANT TOTAL	113,137.50
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CASH ACCOUNT: 001000 101001

WARRANT: 050720 05/07/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
5255	FAMILY SUPPORT REGISTRY	Payroll Run 1 - Warrant 0	312.49
6939	MCCANDLESS TRUCK CENTER LLC	VEHICLE 3203 REPAIR	756.00
14844	REPUBLIC SERVICES INC #535	APR 20 TRASH SERVICE	4,137.07
10884	WORD OF MOUTH CATERING INC	SR MEALS PROGRAM 4/30-05/	6,460.61
4 INVOICES		WARRANT TOTAL	11,666.17

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CASH ACCOUNT: 001000 101001 WARRANT: 051920 05/19/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14935	ABCX2 LLC	Airport Noise Consultant	1,300.00
14880	ALEXANDER THELEN	TUITION REIMBURESMENT	1,000.00
1006	ALL CURRENT ELECTRIC INC	REMOVE AND REPLACE LIGHTI	2,262.80
14596	AMERICAN ELEVATOR PROFESSIONAL	Elevator Inspections/Plan	3,000.00
14764	BASELINE ENGINEERING CORPORATI	SCWTP Admin Building	1,400.00
640	BOULDER COUNTY	2020 FORENSIC LAB AGREEME	8,500.00
640	BOULDER COUNTY	APR 20 BOULDER COUNTY USE	93,097.06
7706	BRANNAN SAND & GRAVEL CO LLC	2020 Asphalt Purchases	230.85
14850	BRIDGEPAY NETWORK SOLUTIONS LL	APR 20 CREDIT CARD FEES	18.60
13200	CABLE TELEVISION LABORATORIES	2020 FINAL BUS ASSIST REB	748.64
248	CDW GOVERNMENT	2020 Replacements for PW	323.76
935	CENTENNIAL PRINTING CO	PRINTED DRINKING WATER LE	1,357.00
13750	CENTER STAGE THEATER COMPANY	2020 CULTURAL COUNCIL ART	1,200.00
10773	CENTRIC ELEVATOR CORP	ELEVATOR MAINT PD&CT	280.04
10773	CENTRIC ELEVATOR CORP	ELEVATOR MAINT LIB	511.33
10773	CENTRIC ELEVATOR CORP	ELEVATOR MAINT RC	300.96
10773	CENTRIC ELEVATOR CORP	ELEVATOR MAINT CH	306.18
10773	CENTRIC ELEVATOR CORP	ELEVATOR MAINT LIB	1,030.00
14923	CHOICE SCREENING INC	BACKGROUND CHECKS	68.40
4785	CINTAS CORPORATION #66	UNIFORM RENTAL WTP	238.61
4785	CINTAS CORPORATION #66	UNIFORM RENTAL WTP	238.61
4785	CINTAS CORPORATION #66	UNIFORM RENTAL WTP	238.61
4785	CINTAS CORPORATION #66	UNIFORM RENTAL WTP	238.61
14118	CLUB PROPHET SYSTEMS	2020 Club Prophet Subscri	610.00
11016	COLORADO ASPHALT SERVICES INC	ASPHALT COLD MIX	875.00
10916	COLORADO CODE CONSULTING LLC	2020 Plan Review Consulti	4,187.50
13742	COLORADO DEPT OF LABOR & EMPLO	22658-00000-2020 TANK FEE	35.00
11264	COLORADO DEPT OF PUBLIC HEALTH	ANNUAL BIOSOLIDS FEE WWTP	1,214.80
9973	CPS DISTRIBUTORS INC	2020 Replacement Radios	5,717.24

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CASH ACCOUNT: 001000 101001

WARRANT: 051920 05/19/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14469	DESIGNSCAPES COLORADO	Median Landscape Renovati	14,950.15
14469	DESIGNSCAPES COLORADO	Median Landscape Renovati	3,386.85
13843	DIETZE AND DAVIS, PC	APR 20 MUNICIPAL JUDGE SE	2,800.00
14835	EDGE CONTRACTING INC	APR 20 SH 42 Underpass Co	123,972.34
14691	EEG ENTERPRISES INC	CLOSED CAPTIONING CHANNEL	299.00
13009	EIDE BAILLY LLP	2019 REMOTE FINANCIAL STA	30,115.00
12270	FASTENAL COMPANY	STREETS SAFETY GLOVES	36.12
13916	FERGUSON WATERWORKS	INV1104115 METER PIT	274.00
13916	FERGUSON WATERWORKS	METER PIT CREDIT	-270.78
14893	FLATIRONS STUMP REMOVAL	STUMP REMOVAL CEMETERY CO	842.00
14070	FORENSIC TRUTH VERIFICATION GR	PRE EMPLOYMENT HIRING PD	140.00
5290	FRED PRYOR SEMINARS	EXCEPTION CUSTOMER SERVIC	3,400.00
13945	G&G EQUIPMENT INC	WWTP - Tractor/Mower	12,169.00
1175	GEORGE T SANDERS COMPANY	PLUMBING PARKS	23.92
11504	GOODLAND CONSTRUCTION INC	APR 20 SH42 & Short St. I	356,668.01
2310	GRAINGER	OPS TESTER KIT	136.35
2310	GRAINGER	OFFICE SUPPLIES	286.81
2310	GRAINGER	HAND DRUM PUMPS	84.52
2310	GRAINGER	TYVEK COVERALLS	183.55
2310	GRAINGER	HVAC GC	369.04
2310	GRAINGER	HVAC GC	177.84
2475	HILL PETROLEUM	2020 Fuel Purchase	4,600.06
14507	HIRED GUN WEED & PEST CONTROL	2MG TANK SPRAY	490.00
14507	HIRED GUN WEED & PEST CONTROL	SOUTH PLANT SPRAYING	1,380.00
14815	HPM INC	Playground replacement pr	213,864.00
9710	INDUSTRIAL CHEMICALS CORP	Hydrochloric Acid for Wat	824.50
13280	INSIGHT PUBLIC SECTOR INC	MICROSOFT LICENSING FOR P	1,059.86
13778	INVISION GIS LLC	APR 20 GIS & AM Implement	6,125.00
13817	ISRAEL ALVARADO	GLOW PARTY DJ SERVICE	270.00

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CASH ACCOUNT: 001000 101001

WARRANT: 051920 05/19/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
11289	JVA INC	MAR Design Services for F	7,498.00
2360	KELLY PC	APR 20 LEGAL SERVICES	32,539.50
14543	KUBWATER RESOURCES INC	WWTP Polymer	6,328.13
13782	LEXISNEXIS RISK DATA MANAGEMEN	APR 20 INFORMATION SEARC	292.95
13692	LIGHTNING MOBILE SERVICES LLC	PRESSURE WASH PARKING GAR	1,000.00
13692	LIGHTNING MOBILE SERVICES LLC	PRESSURE WASH PARKING LOT	350.00
13692	LIGHTNING MOBILE SERVICES LLC	PRESSURE WASH LIB	750.00
13692	LIGHTNING MOBILE SERVICES LLC	PRESSURE WASH LIB STAIRWE	250.00
13692	LIGHTNING MOBILE SERVICES LLC	SWEEPING LIB PARKING	320.00
13356	LOHMILLER AND COMPANY	HVAC RSC	533.21
5432	LOUISVILLE FIRE PROTECTION DIS	BLOOD DRAW CR#4960	35.00
5432	LOUISVILLE FIRE PROTECTION DIS	APR 20 FIRE PROTECTION FE	7,340.00
14940	MARKLEY DESIGNS LLC	Architechtural Design - P	8,700.00
14940	MARKLEY DESIGNS LLC	Architechtural Design - P	2,150.00
14071	MARY RITTER	JAN 20 SWIM CLINIC	3,780.00
14071	MARY RITTER	FEB 20 SWIM CLINIC	4,256.00
14290	MILE HIGH TURFGRASS LLC	TINE BLOCKS #648 AERATOR	1,229.95
14649	MURRAYSMITH INC	MAR 20 SWSP	3,698.00
14649	MURRAYSMITH INC	MAR 20 Water Loss Audit	333.00
13597	NORTH LINE GIS LLC	GIS Consulting Services	7,520.00
14648	OCCUPATIONAL HEALTH CENTERS OF	SERVICES PERFORMED INJURY	63.00
99999	TRINITY BUILDING SOLUTIONS LLC	DUPLICATE LICENSE	75.00
99999	PRECISION PLUMBING AND HEATING	APPLIED FOR WRONG PERMIT	100.00
99999	NICOLAS BROEKING	APPLIED FOR WRONG PERMIT	75.00
99999	HVAC MECHANICAL	PERMIT NOT NEEDED	470.10
99999	H&M MECHANICAL LLC	DUPLICATE PERMIT APPLIED	160.00
99999	DYNASTY CONCRETE INC	APPLIED FOR WRONG PERMIT	75.00
99999	MARGE WEST	REC CENTER REFUND COVID 1	25.00
99999	AREIL FOX	REC CENTER REFUND COVID 1	478.00
99999	SUNHEE PARK	REC CENTER REFUND COVID 1	1,186.00
99999	NATALIE DELRIO	REC CENTER REFUND COVID 1	294.00
99999	HAROLDS EXCAVATING SERVICES LL	ROW WAS NOT NEEDED	213.17
99999	LARISSA GRAY	REC ACTIVITY REFUND COVID	128.00
99999	TRACY WILSON	REC ACTIVITY REFUND COVID	195.00
99999	JAMES HICKS	REC ACTIVITY REFUND COVID	78.00
99999	RXPLUS PHARMACIES	2020 GOLF OUTING CANCELLE	500.00

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DETAIL INVOICE LIST

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CASH ACCOUNT: 001000 101001		WARRANT: 051920	05/19/2020
VENDOR	VENDOR NAME	PURPOSE	AMOUNT
13986	OPEN MEDIA FOUNDATION	MAY 20 WEBSTREAMING	500.00
14381	PALEOWEST ARCHAEOLOGY	APR 20 ARCHITECTURAL INVE	2,480.00
10153	PCS MOBILE	2020 Netmotion Software R	5,900.00
11329	POLYDYNE INC	CLARIFLOC NORTH PLANT	624.15
14160	PRECISE MRM LLC	MINTHLY SOFTWARE AND POOL	310.24
13837	RAFTELIS FINANCIAL CONSULTANTS	KPI Refinement Consultant	9,047.00
14041	RAMEY ENVIRONMENTAL COMPLIANCE	2019 Portable Lift Statio	45,558.40
14827	RCL LAND COMPANY LLC	REIM FOR LANDSCAPE AND IR	9,895.00
14844	REPUBLIC SERVICES INC #535	APR 20 TRASH SERVICE READ	116,518.78
670	RESOURCE CENTRAL	Slow the Flow Program	720.00
13419	ROADSAFE TRAFFIC SYSTEMS CORP	THERMO TRAFFIC MARKING MA	1,542.42
14943	ROBERT ROMERO	Public Art Sculpture	7,500.00
13644	SCHULTZ INDUSTRIES INC	PARKS PRUNING	2,016.00
14396	SPRONK WATER ENGINEERS INC	APR 20 Water Rights Engin	8,215.00
13399	SUSTAINABLE TRAFFIC SOLUTIONS	Consultant Addendum 7	1,085.00
7917	THE AQUEOUS SOLUTION INC	CHEMS RC	45.06
7917	THE AQUEOUS SOLUTION INC	CHEMS RC	351.53
1047	THE DAVEY TREE EXPERT COMPANY	TREE REMOVAL MAIN ST	750.00
1111	TISCHLERBISE INC	APR 20 Fiscal impact anal	3,896.00
14353	TRANSPARENT INFORMATION SERVIC	BACKGROUND CHECKS	90.95
14065	TYLER TECHNOLOGIES INC	Courts RMS	800.00
14065	TYLER TECHNOLOGIES INC	ANNUAL ONLINE SRVCS COURT	1,500.00
4765	UNCC	APR 20 LOCATES #48760	1,156.24
14532	UNITED REFRIGERATION INC	HVAC GOLF CLUBHOUSE	18.66
13891	VERIS ENVIRONMENTAL LLC	Biosolids Hauling	2,857.02
13891	VERIS ENVIRONMENTAL LLC	Biosolids Hauling	2,081.19
14932	WASTEQUIP MANUFACTURING COMPAN	Vac Dump Station	14,998.00

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CASH ACCOUNT: 001000 101001

WARRANT: 051920 05/19/2020

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14710	WELLRIGHT LLC	2020 ANNUAL WELLNESS PROG	6,000.00
9511	WESTERN PAPER DISTRIBUTORS INC	WIPES COVID CS	123.79
9511	WESTERN PAPER DISTRIBUTORS INC	LINER AND GLOVES COVID CS	251.53
9511	WESTERN PAPER DISTRIBUTORS INC	NITRILE GLOVES COVID	64.25
9511	WESTERN PAPER DISTRIBUTORS INC	CLOROX ANYWHERE COVID	97.96
9511	WESTERN PAPER DISTRIBUTORS INC	DISINFECTANT WIPES COVID	53.98
14609	WILBUR-ELLIS COMPANY LLC	SOIL AMMENDMENT FOR GREEN	1,265.00
5115	WL CONTRACTORS INC	2020 Traffic Signal Maint	4,367.80
3875	XCEL ENERGY	APR 20 SPRINKLERS	102.46
13790	ZAYO GROUP LLC	MAY 20 INTERNET SERVICE	783.00
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	131 INVOICES	WARRANT TOTAL	1,255,772.16
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CITY OF LOUISVILLE
PURCHASE CARD SUMMARY
STATEMENT PERIOD 03/21/20- 04/20/20

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
1000BULBS.COM	800-624-4488	PHIL LIND	FACILITIES	03/20/2020	-361.10
24HOURWRISTBANDS.COM	855-711-4467	GINGER CROSS	GOLF COURSE	04/13/2020	141.28
4 RIVERS EQUIPMENT	GREELEY	CONNOR POWERS	GOLF COURSE	04/07/2020	122.69
ABC-NV	913-8954600	THOMAS CZAJKA	OPERATIONS	04/16/2020	100.00
ABC-NV	913-8954600	JACK MANIAN	OPERATIONS	04/16/2020	100.00
ABC-NV	913-8954600	GREG VENETTE	WATER	04/06/2020	100.00
ACCESS TOOLS	MIAMI	CALVIN MCCARTY	OPERATIONS	04/09/2020	54.64
ACT*ACTIVE EVENTS REG	800-646-2633	CHRISTOPHER NEVES	IT	03/31/2020	-975.00
ACT*ACTIVE EVENTS REG	800-646-2633	ANDY SQUIRES	IT	03/31/2020	-975.00
ACT*ACTIVE EVENTS REG	800-646-2633	ELIZABETH SCHESSLER	PLANNING	03/31/2020	-975.00
AEROSUDS ACCESSORIES	BROOMFIELD	CALVIN MCCARTY	OPERATIONS	03/19/2020	491.20
ALARM PROCESSING CENTE	AURORA	JIM GILBERT	PARKS	04/01/2020	290.55
ALLDATA CORP #8601	ELK GROVE	MASON THOMPSON	OPERATIONS	04/02/2020	125.00
ALLFUSES COM	WESTFIELD	DAVID SZABADOS	FACILITIES	04/07/2020	84.00
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/27/2020	-17.95
AMAZON.COM*2J4F11V13 A	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	04/17/2020	98.46
AMAZON.COM*9M8BW39O3 A	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	11.58
AMAZON.COM*FH6P08JK3 A	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	03/28/2020	49.02
AMAZON.COM*OL5KU8HY3 A	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/22/2020	17.95
AMAZON.COM*PX0O51SK3 A	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/06/2020	17.95
AMAZON.COM*Q99XF6VE3 A	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	04/16/2020	32.68
AMAZON.COM*QD0913ZW3 A	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/16/2020	14.80
AMAZON.COM*YT8JU5W03 A	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/16/2020	19.22
AMERICAN ASSOCIATION F	615-3203203	BRIDGET BACON	LIBRARY	04/07/2020	40.00
AMERICAN ASSOCIATION F	615-3203203	BRIDGET BACON	LIBRARY	04/04/2020	60.00
AMERICAN RED CROSS	800-733-2767	KATIE MEYER	REC CENTER	03/24/2020	30.00
AMZN MKTP US*LJ68T1Z63	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	04/17/2020	25.98
AMZN MKTP US	AMZN.COM/BILL	JEN KENNEY	POLICE	03/31/2020	-187.95
AMZN MKTP US	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/27/2020	-35.92
AMZN MKTP US	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/25/2020	-37.33
AMZN MKTP US	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/20/2020	-18.94
AMZN MKTP US	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/20/2020	-40.73
AMZN MKTP US	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/20/2020	-119.68
AMZN MKTP US*3K83R92I3	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	03/21/2020	225.88
AMZN MKTP US*6458S9WH3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	03/23/2020	237.44
AMZN MKTP US*709IP2T93	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	04/04/2020	58.97
AMZN MKTP US*AS0UE2SR3	AMZN.COM/BILL	JULIE SEYDEL	REC CENTER	04/08/2020	39.90
AMZN MKTP US*DK6EW5283	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	04/02/2020	42.65

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
AMZN MKTP US*E366R63W3	AMZN.COM/BILL	DAVID BARIL	GOLF COURSE	04/19/2020	28.34
AMZN MKTP US*EG9CS0JE3	AMZN.COM/BILL	JEN KENNEY	POLICE	03/21/2020	109.90
AMZN MKTP US*EJ2PA8E23	AMZN.COM/BILL	DAVID DEAN	GOLF COURSE	04/08/2020	165.80
AMZN MKTP US*GJ6A53503	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	04/15/2020	549.00
AMZN MKTP US*GO7WA7N03	AMZN.COM/BILL	DRUSILLA TIEBEN	PARKS	04/13/2020	28.99
AMZN MKTP US*GP1PN7VV3	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	04/07/2020	32.76
AMZN MKTP US*HH97X3XG3	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	04/11/2020	68.99
AMZN MKTP US*IH61519B3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/22/2020	35.92
AMZN MKTP US*J76OC1RO3	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	04/02/2020	7.98
AMZN MKTP US*M16H15H13	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	04/07/2020	79.84
AMZN MKTP US*M394V1GJ3	AMZN.COM/BILL	KERRY HOLLE	PUBLIC WORKS	04/13/2020	35.97
AMZN MKTP US*O98RL7VO3	AMZN.COM/BILL	KERRY HOLLE	PUBLIC WORKS	04/10/2020	8.25
AMZN MKTP US*OO5IS29N3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	03/25/2020	26.60
AMZN MKTP US*OT87A8KN3	AMZN.COM/BILL	JEN KENNEY	POLICE	03/25/2020	52.88
AMZN MKTP US*P93436UV3	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	04/07/2020	18.91
AMZN MKTP US*PZ2AR4WM3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/13/2020	55.40
AMZN MKTP US*Q78X335W3	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	04/08/2020	44.97
AMZN MKTP US*QC3WP2VL3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/16/2020	48.07
AMZN MKTP US*RD6163T83	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/01/2020	14.95
AMZN MKTP US*TH2833X33	AMZN.COM/BILL	MIKE KARBGINSKY	FACILITIES	03/22/2020	39.99
AMZN MKTP US*V72W10VN3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	04/13/2020	64.81
AMZN MKTP US*WA9HJ3IY3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	04/13/2020	128.11
AMZN MKTP US*WT01T7SP3	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	03/25/2020	7.98
AMZN MKTP US*WU00K36M3	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	04/10/2020	121.26
AMZN MKTP US*X18ML7B83	AMZN.COM/BILL	JEN KENNEY	POLICE	03/26/2020	315.91
AMZN MKTP US*XT0F75M13	AMZN.COM/BILL	DAVID DEAN	GOLF COURSE	04/02/2020	27.99
AMZN MKTP US*YD3H85Q53	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/10/2020	53.88
APPLE.COM/BILL	866-712-7753	KURT KOWAR	PUBLIC WORKS	04/15/2020	82.91
APPLE.COM/BILL	866-712-7753	ERIK SWIATEK	PARKS	04/14/2020	10.35
APPLE.COM/US	800-676-2775	GINGER CROSS	GOLF COURSE	04/10/2020	99.00
APPLE.COM/US	800-676-2775	GINGER CROSS	GOLF COURSE	04/10/2020	3.61
ARAMARK UNIFORM	800-504-0328	JULIE SEYDEL	REC CENTER	04/12/2020	473.22
ARBICO ORGANICS	800-827-2847	KERRY KRAMER	PARKS	04/16/2020	367.84
ASPEN MEADOWS RESORT	ASPEN	CHRISTOPHER NEVES	IT	03/18/2020	-387.00
ATT*TECH SUPPORT 360	877-88TS360	DANIEL WOOLDRIDGE	IT	04/11/2020	10.00
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/12/2020	-71.80
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/04/2020	-14.95
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/02/2020	-71.96
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	-17.95
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	-17.96
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	-17.96
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	-17.95

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/27/2020	-17.95
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/27/2020	-17.95
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/20/2020	-35.90
AMAZON.COM*1231W6OI3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	03/20/2020	120.06
AMAZON.COM*1B1RZ4P43	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/28/2020	17.99
AMAZON.COM*3Y9NP8803	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/23/2020	107.72
AMAZON.COM*4567Z9VD3	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	03/24/2020	29.00
AMAZON.COM*5O4G334S3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/06/2020	71.80
AMAZON.COM*8M92E5NA3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	03/29/2020	8.91
AMAZON.COM*9920A4U43	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/25/2020	71.96
AMAZON.COM*GA1TY7C93	AMZN.COM/BILL	ERICA BERZINS	POLICE	03/31/2020	99.02
AMAZON.COM*HR10Z8JU3	AMZN.COM/BILL	JUSTIN ELKINS	WASTEWATER	03/25/2020	25.48
AMAZON.COM*J32KK4WR3	AMZN.COM/BILL	GLORIA HANDYSIDE	CITY MANAGER	04/10/2020	12.98
AMAZON.COM*LB7R00PF3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/12/2020	29.99
AMAZON.COM*NS44W2PF3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	04/16/2020	17.99
AMAZON.COM*SF9H620M3	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	03/30/2020	14.95
BESTBUYCOM805696211245	888-BESTBUY	KURT KOWAR	PUBLIC WORKS	03/25/2020	-32.33
BIOBOT ANALYTICS	8577565927	JUSTIN ELKINS	WASTEWATER	04/09/2020	480.00
BIZWEST-DIGITAL	FORT COLLINS	ROBERT ZUCCARO	PLANNING	04/12/2020	7.00
BLACKJACK PIZZA - CO 0	LOUISVILLE	BENJAMIN FRANCISCO	OPERATIONS	04/07/2020	68.47
BUILDASIGN.COM	800-330-9622	GINGER CROSS	GOLF COURSE	04/15/2020	310.12
BUILDASIGN.COM	800-330-9622	GINGER CROSS	GOLF COURSE	03/30/2020	343.50
CANVA* 02651-12818278	8778877815	GLORIA HANDYSIDE	CITY MANAGER	04/05/2020	12.95
CENTENNIAL PRINTING CO	303-6650388	KERRY HOLLE	PUBLIC WORKS	04/03/2020	742.16
CENTENNIAL PRINTING CO	303-6650388	KERRY HOLLE	PUBLIC WORKS	04/03/2020	742.00
CENTER COPY PRINTING	303-4406000	CHERYL KELLER	POLICE	04/15/2020	97.94
CENTER COPY PRINTING	303-4406000	CHERYL KELLER	POLICE	03/20/2020	596.02
CENTURYLINK/SPEEDPAY	800-244-1111	DIANE M KREAGER	FINANCE	03/29/2020	2,104.13
COAL CREEK COLLISION	LOUISVILLE	MASON THOMPSON	OPERATIONS	04/02/2020	1,000.00
COAL CREEK COLLISION	LOUISVILLE	MASON THOMPSON	OPERATIONS	04/01/2020	1,000.00
COAL CREEK COLLISION	LOUISVILLE	CALVIN MCCARTY	OPERATIONS	03/26/2020	1,000.00
COAL CREEK COLLISION	LOUISVILLE	CALVIN MCCARTY	OPERATIONS	03/24/2020	750.00
COAL CREEK COLLISION	LOUISVILLE	CALVIN MCCARTY	OPERATIONS	03/24/2020	-290.67
COAL CREEK COLLISION	LOUISVILLE	CALVIN MCCARTY	OPERATIONS	03/23/2020	965.67
COGENT	KANSAS CITY	ZACH STEINBAUGH	WASTEWATER	03/24/2020	160.00
COLORADO ANALYTICAL	BRIGHTON	ZACH STEINBAUGH	WASTEWATER	04/09/2020	862.90
COLORADO ANALYTICAL	BRIGHTON	JUSTIN ELKINS	WASTEWATER	04/09/2020	260.00
COLORADO ASSOCIATION O	720-6747275	JEN KENNEY	POLICE	04/10/2020	220.50
COLORADO ASSOCIATION O	3034636400	PEGGY NORRIS	LIBRARY	03/31/2020	-30.00
COLORADO CHAPTER OF TH	9703700582	CHAD ROOT	BUILDING SAFETY	03/20/2020	-36.05
COLORADO CWP	719-545-6748	ZACH STEINBAUGH	WASTEWATER	03/24/2020	50.00
COLORADO GOLF AND TURF	LITTLETON	CONNOR POWERS	GOLF COURSE	04/17/2020	15.46

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
COMCAST CABLE COMM	800-COMCAST	KATHERINE ZOSS	CITY MANAGER	04/13/2020	109.95
COMCAST CABLE COMM	800-COMCAST	JIM GILBERT	PARKS	03/28/2020	504.80
COMCAST DENVER CS 1X	800-266-2278	DIANE M KREAGER	FINANCE	04/02/2020	33.93
DAILY CAMERA	3034443444	CHERYL KELLER	POLICE	03/23/2020	13.89
DOLLARTREE	BOULDER	DAVID D HAYES	POLICE	04/18/2020	27.21
DOLLARTREE	BOULDER	JEN KENNEY	POLICE	03/27/2020	44.00
DOMINO'S 6286	303-449-7101	JEN KENNEY	POLICE	03/20/2020	82.39
DROPBOX*4Q5CYP1RH8LS	DROPBOX.COM	EMILY HOGAN	CITY MANAGER	04/18/2020	11.99
DTV*DIRECTV SERVICE	800-347-3288	SAM WHITE	GOLF COURSE	04/11/2020	218.97
E 470 EXPRESS TOLLS	303-5373470	DIANE M KREAGER	FINANCE	04/06/2020	33.50
EARL S SAW SHOP	BOULDER	MICHAEL TOWERS	PARKS	04/15/2020	252.28
ENVIRONMENTAL RESOURCE	3034318454	JUSTIN ELKINS	WASTEWATER	03/23/2020	450.13
FACEBK EAUSSQJF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/20/2020	31.32
FACEBK HJ8HZQNF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/16/2020	50.00
FACEBK M8QYPQJF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/15/2020	35.00
FACEBK NHPF4SAG82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/17/2020	75.00
FACEBK P97TPSJVQ2	MENLO PARK	KATHERINE ZOSS	CITY MANAGER	04/10/2020	15.00
FACEBK QF2CYQNF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/14/2020	35.00
FACEBK V7D58QJF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	03/21/2020	2.83
FACEBK ZKEH9SEF82	MENLO PARK	GLORIA HANDYSIDE	CITY MANAGER	04/19/2020	125.00
FASTENAL COMPANY 01COB	507-453-8920	MASON THOMPSON	OPERATIONS	04/15/2020	69.52
FASTENAL COMPANY 01COB	507-453-8920	MASON THOMPSON	OPERATIONS	04/08/2020	455.09
FASTENAL COMPANY 01COB	507-453-8920	ZACH STEINBAUGH	WASTEWATER	03/24/2020	32.24
FASTENAL COMPANY 01COB	507-453-8920	ZACH STEINBAUGH	WASTEWATER	03/24/2020	94.62
FIREHOUSE SUBS #1528	SUPERIOR	JEFFREY FISHER	POLICE	04/06/2020	53.79
FIRST CHOICE-BOYER S C	303-9649400	DAWN BURGESS	CITY MANAGER	03/25/2020	135.92
GENERAL AIR SERVICE AD	3038927003	ZACH STEINBAUGH	WASTEWATER	03/24/2020	15.91
GENERAL AIR SERVICE AD	3038927003	ZACH STEINBAUGH	WASTEWATER	03/24/2020	56.81
GENERAL AIR SERVICE AD	3038927003	ZACH STEINBAUGH	WASTEWATER	03/24/2020	40.60
GEORGE T SANDERS 09	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/16/2020	286.34
GOLF SPORT SOLUTIONS L	LA SALLE	DAVID DEAN	GOLF COURSE	04/15/2020	854.46
GOVERNMENT FINANCE OFF	CHICAGO	DIANE M KREAGER	FINANCE	03/30/2020	-420.00
GOVERNMENT FINANCE OFF	CHICAGO	DIANE M KREAGER	FINANCE	03/30/2020	-420.00
GRAINGER	877-2022594	ZACH STEINBAUGH	WASTEWATER	04/14/2020	91.71
GRAINGER	877-2022594	JUSTIN ELKINS	WASTEWATER	03/25/2020	9.43
GREEN CO2 SYSTEMS	FORT COLLINS	PAUL BORTH	REC CENTER	04/03/2020	989.11
GREEN CO2 SYSTEMS	FORT COLLINS	PAUL BORTH	REC CENTER	03/31/2020	971.05
GREEN CO2 SYSTEMS	FORT COLLINS	PAUL BORTH	REC CENTER	03/19/2020	828.94
HACH COMPANY	LOVELAND	JUSTIN ELKINS	WASTEWATER	03/16/2020	138.24
HILLYARD INC DENVER	3033211227	DAVID BARIL	GOLF COURSE	04/14/2020	124.72
HILLYARD INC DENVER	3033211227	DAVID BARIL	GOLF COURSE	03/24/2020	136.33
HILTON	HOUSTON	ROBERT ZUCCARO	PLANNING	03/23/2020	-256.23

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
HOMEDPOT.COM	800-430-3376	DAVID SZABADOS	FACILITIES	04/16/2020	54.84
HOMEDPOT.COM	800-430-3376	JULIAN CLARK	POLICE	04/01/2020	13.37
HOTELSCOM9000075136179	HOTELS.COM	ELIZABETH SCHESSLER	PLANNING	04/16/2020	-889.21
IN *1-2-1 MARKETING	407-3954701	SAM WHITE	GOLF COURSE	04/02/2020	199.00
IN *INNOVATIVE OFFICE	303-2378644	KATHY MARTIN	REC CENTER	04/02/2020	120.50
IN *KAISER LOCK & KEY	303-4493880	GREG VENETTE	WATER	04/16/2020	34.62
IN *KAISER LOCK & KEY	303-4493880	JIM GILBERT	PARKS	04/16/2020	316.60
INT'L CODE COUNCIL INC	888-422-7233	RANDY DEWITZ	BUILDING SAFETY	04/20/2020	100.00
INSTANT IMPRINTS LOUIS	LOUISVILLE	GINGER CROSS	GOLF COURSE	04/17/2020	798.00
JAX RANCH & HOME	LAFAYETTE	MIKE KARBGINSKY	FACILITIES	03/30/2020	35.85
JAX RANCH & HOME	LAFAYETTE	KERRY KRAMER	PARKS	03/20/2020	29.98
JOHN CRANE INC.	847-967-2400	ZACH STEINBAUGH	WASTEWATER	03/24/2020	491.12
KING SOOPERS #0013	LOUISVILLE	KATIE BEASLEY	REC CENTER	04/06/2020	1,517.85
KING SOOPERS #0013	LOUISVILLE	KATIE BEASLEY	REC CENTER	04/06/2020	1,517.85
KING SOOPERS #0013	LOUISVILLE	KATIE BEASLEY	REC CENTER	04/06/2020	1,517.85
KING SOOPERS #0013	LOUISVILLE	JUSTIN ELKINS	WASTEWATER	03/26/2020	105.39
LANDS END BUS OUTFITTE	8003324700	JEN KENNEY	POLICE	03/24/2020	480.90
LEISURE TIME AWARDS	303-4493651	CHERYL KELLER	POLICE	04/03/2020	91.50
LES MILLS US TRADING	6308285949	LINDSEY WITTY	REC CENTER	04/07/2020	274.50
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	30.77
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	56.91
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	87.68
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	33.09
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	241.73
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	65.26
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	31.94
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	21.30
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	54.92
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	465.37
LL JOHNSON DIST CO	DENVER	CONNOR POWERS	GOLF COURSE	04/16/2020	1.68
LOGMEIN*GOTOMEETING	LOGMEIN.COM	JEFFREY FISHER	POLICE	04/10/2020	49.00
LOWES #00220*	LOUISVILLE	CONNOR POWERS	GOLF COURSE	04/17/2020	49.93
LOWES #00220*	LOUISVILLE	CATHERINE JEPSON	PARKS	04/14/2020	13.88
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	04/14/2020	178.28
LOWES #00220*	LOUISVILLE	DESHAUN BECERRIL	OPERATIONS	04/02/2020	59.80
LOWES #00220*	LOUISVILLE	CONNOR POWERS	GOLF COURSE	04/01/2020	56.20
LOWES #00220*	LOUISVILLE	MIKE MILLER	POLICE	03/30/2020	39.90
LOWES #00220*	LOUISVILLE	MICHAEL MCINTOSH	POLICE	03/30/2020	52.39
LOWES #00220*	LOUISVILLE	DAVID DEAN	GOLF COURSE	03/29/2020	36.02
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	03/27/2020	80.94
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	03/25/2020	48.71
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	03/24/2020	50.71

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
LOWES #00220*	LOUISVILLE	DAVID D HAYES	POLICE	03/24/2020	15.48
LOWES #00220*	LOUISVILLE	MIKE MILLER	POLICE	03/24/2020	230.78
LOWES #00220*	LOUISVILLE	DAVID D HAYES	POLICE	03/23/2020	136.20
MAC EQUIPMENT INC (LON	LONGMONT	MASON THOMPSON	OPERATIONS	03/31/2020	787.16
MAILCHIMP *MONTHLY	MAILCHIMP.COM	GLORIA HANDYSIDE	CITY MANAGER	04/18/2020	194.65
MAXAIR	NORTH GLENN	CALVIN MCCARTY	OPERATIONS	03/30/2020	499.00
MEADOW CREEK TRUCK SUP	303-6989800	CALVIN MCCARTY	OPERATIONS	04/16/2020	398.20
MEADOW CREEK TRUCK SUP	303-6989800	CALVIN MCCARTY	OPERATIONS	04/06/2020	91.24
MILE HIGH SHOOTING ACC	ERIE	JOHN BROOKS	POLICE	03/30/2020	710.50
MILE HIGH TURFGRASS LL	3039880969	DAVID DEAN	GOLF COURSE	04/16/2020	360.71
MILE HIGH TURFGRASS LL	3039880969	DAVID DEAN	GOLF COURSE	04/16/2020	992.20
MSFT * E0500ANVBI	MSFT AZURE	DANIEL WOOLDRIDGE	IT	04/01/2020	109.23
MESSAGE MEDIA	SAN FRANCISCO	GLORIA HANDYSIDE	CITY MANAGER	04/15/2020	100.00
NORTHWEST PARKWAY LLC	303-9262500	DIANE M KREAGER	FINANCE	04/06/2020	28.50
OFFICEMAX/DEPOT 6616	SUPERIOR	JULIAN CLARK	POLICE	03/25/2020	21.98
OFFICEMAX/DEPOT 6616	SUPERIOR	BENJAMIN FRANCISCO	OPERATIONS	03/23/2020	50.56
PAYFLOW/PAYPAL	8888839770	DIANE M KREAGER	FINANCE	04/03/2020	19.95
PAYFLOW/PAYPAL	8888839770	DIANE M KREAGER	FINANCE	04/03/2020	59.95
PAYPAL *JASONSAPUTO EB	4029357733	DAVID BARIL	GOLF COURSE	04/10/2020	22.34
PCNATION/OFFICENATION	800-235-4050	DAVID SZABADOS	FACILITIES	04/04/2020	213.82
PET SCOOP	DENVER	DRUSILLA TIEBEN	PARKS	04/01/2020	350.00
PHARMACA - USPS	BOULDER	MEGAN DAVIS	CITY MANAGER	04/01/2020	7.75
PLUG N PAY TECHNOLOGIE	631-8707735	JULIE SEYDEL	REC CENTER	04/06/2020	99.07
PRAIRIE MOUNTAIN MEDIA	8884549588	DIANE M KREAGER	FINANCE	04/08/2020	501.60
PUSH PEDAL PULL-CORPOR	6055752136	KATHY MARTIN	REC CENTER	04/01/2020	1,484.64
RED WING BUSINESS ADV	8887677874	JUSTIN ELKINS	WASTEWATER	04/10/2020	150.00
RME*THE GOLFWORKS	800-848-8358	DAVID BARIL	GOLF COURSE	04/03/2020	48.11
RVT*BVSD FACILITY USE	720-5615202	KATHY MARTIN	REC CENTER	04/08/2020	1,989.50
S&S WORLDWIDE, INC.	COLCHESTER	KIM CONTINI	REC CENTER	03/25/2020	63.90
SAMS CLUB #4987	LONGMONT	DAVID D HAYES	POLICE	03/27/2020	26.56
SHINE RETROFITS SHINE	8009831315	DAVID SZABADOS	FACILITIES	04/15/2020	1,262.00
SHRED-IT	8666474733	CHERYL KELLER	POLICE	04/14/2020	30.00
SHRED-IT	8666474733	DIANE M KREAGER	FINANCE	04/06/2020	69.76
SIP.US LLC	800-566-9810	JUSTIN ELKINS	WASTEWATER	04/10/2020	28.57
SITEONE LANDSCAPE SUPP	BROOMFIELD	NORMAN MERLO	GOLF COURSE	04/02/2020	767.25
SOCIETYFORHUMANRESOURC	ALEXANDRIA	DIANE M KREAGER	FINANCE	04/13/2020	-1,175.00
SOURCE OFFICE - VITAL	GOLDEN	MEREDYTH MUTH	CITY MANAGER	04/17/2020	282.76
SOURCE OFFICE - VITAL	GOLDEN	KERRY HOLLE	PUBLIC WORKS	04/14/2020	75.86
SOURCE OFFICE - VITAL	GOLDEN	LESLIE RINGER	HUMAN RESOURCES	04/11/2020	71.55
SOURCE OFFICE - VITAL	GOLDEN	JIM GILBERT	PARKS	03/26/2020	67.59
SOURCE OFFICE - VITAL	GOLDEN	KERRY HOLLE	PUBLIC WORKS	03/24/2020	88.50
SPECTRAPURE	TEMPE	GREG VENETTE	WATER	04/07/2020	205.03

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
SQ *B.O.B.S. DINER	LOUISVILLE	BENJAMIN FRANCISCO	OPERATIONS	04/16/2020	66.54
SQ *B.O.B.S. DINER	LOUISVILLE	KURT KOWAR	PUBLIC WORKS	04/07/2020	407.82
SQ *MYSTIC MOUNTAIN DI	THORNTON	MICHAEL MCINTOSH	POLICE	04/09/2020	150.00
SQ *MYSTIC MOUNTAIN DI	THORNTON	MICHAEL MCINTOSH	POLICE	03/31/2020	150.00
STAPLS7306491290000001	877-8267755	CHERYL KELLER	POLICE	03/28/2020	215.21
STK*SHUTTERSTOCK	8666633954	EMILY HOGAN	CITY MANAGER	04/15/2020	99.00
SUN MOUNTAIN SPORTS, I	4067289224	SAM WHITE	GOLF COURSE	03/31/2020	64.82
SOCIETY FOR ECOLOGICAL	WASHINGTON	STEVE ROELS	PARKS	04/06/2020	100.00
SOCIETY FOR ECOLOGICAL	WASHINGTON	STEVE ROELS	PARKS	04/06/2020	36.00
TARGET 00017699	SUPERIOR	LISA RITCHIE	PLANNING	04/17/2020	50.00
TARGET 00017699	SUPERIOR	JIM GILBERT	PARKS	04/13/2020	19.70
TBS WESTERN REGION	949-2674200	AMANDA PERERA	REC CENTER	04/07/2020	150.83
TESSCO TECHNOLOGIES	8004727373	DIANE M KREAGER	FINANCE	04/17/2020	1,915.00
THE BUSINESS JOURNALS	8004863289	MEGAN PIERCE	CITY MANAGER	03/27/2020	150.00
THE EMERALD LEAF	LAKESWOOD	AMANDA PERERA	REC CENTER	04/07/2020	80.00
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/16/2020	32.98
THE HOME DEPOT #1506	LOUISVILLE	GREG VENETTE	WATER	04/16/2020	196.29
THE HOME DEPOT #1506	LOUISVILLE	MATT LOOMIS	PARKS	04/15/2020	2.34
THE HOME DEPOT #1506	LOUISVILLE	ROSS DAVIS	OPERATIONS	04/14/2020	7.60
THE HOME DEPOT #1506	LOUISVILLE	THOMAS CZAJKA	OPERATIONS	04/14/2020	65.83
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/13/2020	56.58
THE HOME DEPOT #1506	LOUISVILLE	VICKIE ILKO	OPERATIONS	04/08/2020	8.97
THE HOME DEPOT #1506	LOUISVILLE	VICKIE ILKO	OPERATIONS	04/08/2020	49.61
THE HOME DEPOT #1506	LOUISVILLE	VICKIE ILKO	OPERATIONS	04/08/2020	147.09
THE HOME DEPOT #1506	LOUISVILLE	VICKIE ILKO	OPERATIONS	04/08/2020	-19.66
THE HOME DEPOT #1506	LOUISVILLE	NICHOLAS POTOPCHUK	PARKS	04/08/2020	187.15
THE HOME DEPOT #1506	LOUISVILLE	JACK MANIAN	OPERATIONS	04/08/2020	70.00
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/08/2020	58.37
THE HOME DEPOT #1506	LOUISVILLE	KERRY KRAMER	PARKS	04/07/2020	19.97
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/07/2020	107.50
THE HOME DEPOT #1506	LOUISVILLE	KEN MATHEWS	OPERATIONS	04/07/2020	37.71
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/06/2020	127.35
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/06/2020	128.92
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/03/2020	24.75
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/03/2020	50.00
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/02/2020	15.77
THE HOME DEPOT #1506	LOUISVILLE	DESHAUN BECERRIL	OPERATIONS	04/02/2020	21.38
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/01/2020	171.84
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	03/31/2020	187.50
THE HOME DEPOT #1506	LOUISVILLE	DAVID SZABADOS	FACILITIES	03/27/2020	11.03
THE HOME DEPOT #1506	LOUISVILLE	JACK MANIAN	OPERATIONS	03/25/2020	21.97
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	03/25/2020	58.81

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
THE HOME DEPOT #1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	03/24/2020	171.59
THE HOME DEPOT #1506	LOUISVILLE	THOMAS CZAJKA	OPERATIONS	03/23/2020	50.08
THE HOME DEPOT #1506	LOUISVILLE	DAVID D HAYES	POLICE	03/21/2020	74.15
THE HOME DEPOT #1506	LOUISVILLE	BENJAMIN KURTZ	POLICE	03/20/2020	29.95
THE HOME DEPOT #1506	LOUISVILLE	NICHOLAS POTOPCHUK	PARKS	03/19/2020	3.47
THE HOME DEPOT 1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/16/2020	262.11
THE HOME DEPOT 1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	04/01/2020	93.90
THE HOME DEPOT 1506	LOUISVILLE	MIKE KARBGINSKY	FACILITIES	03/26/2020	91.64
THE HOME DEPOT 1506	LOUISVILLE	DAVID SZABADOS	FACILITIES	03/19/2020	307.79
THE HOME DEPOT PRO	8565333261	ERIK SWIATEK	PARKS	04/14/2020	238.08
THE HOME DEPOT PRO	8565333261	ERIK SWIATEK	PARKS	04/08/2020	180.40
THE UPS STORE #5183	SUPERIOR	GREG VENETTE	WATER	04/17/2020	46.90
TODOIST.COM TODOIST.CO	6504682589	DAVID ALDERS	PARKS	04/10/2020	29.00
TURF ADDICT	8558248016	CONNOR POWERS	GOLF COURSE	04/17/2020	27.29
TURF ADDICT	8558248016	CONNOR POWERS	GOLF COURSE	04/17/2020	27.29
TWITTER ONLINE ADS	SAN FRANCISCO	GLORIA HANDYSIDE	CITY MANAGER	04/16/2020	50.00
U S KIDS GOLF OUTLE	770-4413077	SAM WHITE	GOLF COURSE	03/27/2020	613.76
USA BLUE BOOK	8004939876	ZACH STEINBAUGH	WASTEWATER	04/06/2020	227.97
USA BLUE BOOK	8004939876	ZACH STEINBAUGH	WASTEWATER	04/06/2020	446.62
USA BLUE BOOK	8004939876	KEN MATHEWS	OPERATIONS	03/25/2020	306.96
USA BLUE BOOK	8004939876	ZACH STEINBAUGH	WASTEWATER	03/23/2020	183.09
USPS PO 0756700237	SUPERIOR	MICHAEL MCINTOSH	POLICE	04/07/2020	3.00
USPS PO 0756700237	SUPERIOR	JIM GILBERT	PARKS	04/03/2020	6.95
USPS PO 0756700237	SUPERIOR	LAURA LOBATO	POLICE	03/26/2020	1.65
USPS PO 0756700237	SUPERIOR	LAURA LOBATO	POLICE	03/25/2020	4.45
VENNGAGE.COM	TORONTO	EMILY HOGAN	CITY MANAGER	04/15/2020	19.00
VRSN DOTGOVREGISTRATIO	877-7344688	DANIEL WOOLDRIDGE	IT	04/06/2020	400.00
VZWLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	04/07/2020	3,035.31
VZWLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	03/25/2020	665.05
VZWLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	03/25/2020	1,174.24
VZWLSS*PRPAY AUTOPAY	888-294-6804	CRAIG DUFFIN	PUBLIC WORKS	04/05/2020	20.00
WALGREENS #7006	SUPERIOR	JIM GILBERT	PARKS	04/13/2020	25.19
WRAP LLC	3052030901	KERRY HOLLE	PUBLIC WORKS	04/17/2020	163.15
ZOOM.US	8887999666	PAULA KNAPEK	HUMAN RESOURCES	04/19/2020	16.28
ZOOM.US	8887999666	ROBIN BROOKHART	HUMAN RESOURCES	04/19/2020	16.28
ZOOM.US	8887999666	ROBERT ZUCCARO	PLANNING	04/17/2020	59.73
ZOOM.US	8887999666	CHRISTOPHER NEVES	IT	04/15/2020	532.09
ZOOM.US	8887999666	ROBERT ZUCCARO	PLANNING	04/15/2020	1.40
ZOOM.US	8887999666	KATIE BEASLEY	REC CENTER	04/02/2020	16.28
ZOOM.US	8887999666	CHRISTOPHER NEVES	IT	03/30/2020	73.59
ZOOM.US	8887999666	CHRISTOPHER NEVES	IT	03/25/2020	52.53
ZOOM.US	8887999666	KATHLEEN HIX	HUMAN RESOURCES	03/21/2020	16.28

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
ZORO TOOLS INC	855-2899676	ZACH STEINBAUGH	WASTEWATER	04/11/2020	95.04
		ANDY SQUIRES	IT	04/20/2020	975.00
		CHAD ROOT	BUILDING SAFETY	04/20/2020	36.05
		CHRISTOPHER NEVES	IT	04/20/2020	703.79
		ELIZABETH SCHETTLER	BUILDING SAFETY	04/20/2020	1,864.21
		PEGGY NORRIS	LIBRARY	04/20/2020	30.00
		ROBERT ZUCCARO	PLANNING	04/20/2020	188.10
		PHIL LIND	FACILITIES	04/20/2020	2.46
		MEGAN DAVIS	CITY MANAGER	04/20/2020	-7.75
		NICHOLAS POTOPCHUK	PARKS	04/20/2020	-190.62
		KATIE BEASLEY	REC CENTER	04/20/2020	-4,553.55
TOTAL					\$ 54,450.86

CITY OF LOUISVILLE

EXPENDITURE APPROVALS \$25,000.00 - \$99,999.99

APRIL 2020

DATE	P.O. #	VENDOR	DESCRIPTION	AMOUNT
4/3/2020	2020094	Raftelis Financial Consultants Inc.	KPI Refinement Consultant	\$34,800.00
			<i>An RFP was issued with only one response from Raftelis Financial Consultants. They have extensive experience with this type of work and have worked with the City throughout the strategic plan process.</i>	

City Council

Special Meeting Minutes

April 28, 2020
Electronic Meeting
6:00 PM

Call to Order – Mayor Stolzmann called the meeting to order at 7:00 p.m. Roll call was taken and the following members were present:

City Council: ***Mayor Ashley Stolzmann***
 Mayor Pro Tem Dennis Maloney
 Councilmember Kyle Brown
 Councilmember J. Caleb Dickinson
 Councilmember Deborah Fahey
 Councilmember Chris Leh
 Councilmember Jeff Lipton

Staff Present: ***Heather Balsler, City Manager***
 Megan Davis, Deputy City Manager
 Kevin Watson, Finance Director
 Nathan Mosely, Parks, Recreation, & Open Space Director
 Kurt Kowar, Public Works Director
 Rob Zuccaro, Planning & Building Safety Director
 Sharon Nemechek, Library Director
 Dave Hayes, Police Chief
 Megan Pierce, Economic Vitality Director
 Kathleen Hix, Human Resources Director
 Meredyth Muth, City Clerk

Others Present: ***Kathleen Kelly, City Attorney***

Mayor Stolzmann noted that because of the COVID-19 emergency the meeting is being held electronically. She gave information on how the meeting process will work and directions for those dialing in on how to participate when it is time for public comments.

DISCUSSION/DIRECTION – REOPENING AND RECOVERY PLANS FOR CITY FACILITIES AND SERVICES

City Manager Balsler noted Boulder County Public Health (BCPH) has extended the Stay at Home order until May 8th meaning the City is under those same regulations until that time. She noted the State and Boulder County are saying that the reopening of businesses will happen gradually paying close attention to public health risks. After May 8

Boulder County will move into the Safer at Home phase. During that phase certain businesses and services will reopen, with protective measures in place. At this time, the duration of the Safer at Home order is unknown.

Due to the ongoing need for an active and consistent public health response to the disease, which includes accessible testing, case detection, and containment, as well as social distancing and other public safety measures, the City is approaching full reopening cautiously. Staff is using these principals for reopening:

- The health, safety, and well-being of our employees and the residents of the City of Louisville are our top priority throughout reopening and recovery.
- The City will work to support the economic health of our residents, businesses and our organization through the process of recovery.
- The City will approach facility reopening carefully and with caution, evaluating the risks and rewards associated with each step toward recovery.
- The City commits to working collaboratively with our partners and supports alignment in our recovery efforts.
- The City will only move forward with reopening efforts if they are in compliance with state and county health guidelines.
- The City will remain flexible and nimble in planning and implementing recovery efforts, recognizing the pandemic response is dynamic and rapidly changing.
- Community engagement and response will be integral to the City's recovery process.

The City is drafting a phased reopening plan, guided by these principles and the City's disaster recovery plan, and is seeking Council input on several areas where clear state and local direction have not yet been provided. It's important to note that the City has been operating throughout the COVID-19 pandemic closures, with many operations occurring remotely. This remote work will continue at a level of at least 50% or likely greater.

At this time, the City anticipates we will be able to restore some limited services after expiration of the Stay at Home order, and over the course of the Safer at Home phase. The reopening will be staggered and certain services will begin before others. Upon reopening, the services will look different and will not be delivered in the same fashion as they have been in the past.

Phased reopening will include the following approaches that reflect CDPHE and BCPH guidance to support the safety of our patrons and staff:

- Limited hours of service
- Some services by appointment only
- Reduced staff/resources on-site due to work at home and phased on-site staffing
- Curbside pick-up and other low-touch services
- Limited numbers in building, limited group/gathering size

- Public safety measures including sanitization/cleaning, masking of staff and patrons, temperature monitoring of staff and patrons, etc.
- Social distancing at 6 feet, supported by floor markings and physical barriers

We are awaiting additional public health guidance and there may be other factors and accommodations to be made. Assuming we have the infrastructure to meet the public health requirements, facilities may begin opening in late May or early June. Other municipalities along the Front Range are working on the same timeframe. Staff is also looking at the financial impact of this process.

Staff has provided an initial plan for reopening major facilities but is seeking feedback from Council on some specific facilities including Memory Square Pool and dog parks.

Deputy City Manager Davis added that the reopening plan will include a robust communication strategy. The City will provide updates regarding restored services, hours of operation and all public health safety information on its webpage and through community announcements and e-notifications.

Public Comments

Julian Suarez, 921 Garfield Avenue, recommended the City consider a temporary closure of Main Street to allow restaurants to spread out to run at greater capacity and be compliant with distancing requirements.

Mayor Stolzmann asked Council to start the discussion around the principals.

Councilmember Leh suggested adding the word “robust” to the final principal; looking for robust engagement.

Mayor Pro Tem Maloney asked if the principals are guided by the Health Department. City Manager Balsler stated the City is taking guidance from BCPH on all aspects of reopening.

Councilmember Dickinson noted the City is doing it the right way which is to follow the guidance of the Health Department and doing it consistently with our neighbors. Councilmember Fahey agreed we need to be consistent with the rest of the County.

Members accepted the principals with the one change to add robust as suggested.

Memory Square Pool

Mayor Stolzmann stated that the question about Memory Square Pool is with group size still limited to 10 people and with what we expect for social distancing requirements: is it reasonable to expect to open the pool this summer?

Councilmember Dickinson agreed with the staff recommendation to not open the pool this summer. Councilmember Fahey agreed the logistics required to open and the staff needed would make opening prohibitive.

Councilmember Leh stated he wished there were a way to allow the Dolphin Swim Team the ability to use the facility.

Mayor Stolzmann stated that beyond the safety issues, the cost involved in opening the pool presents issues. We already operate the pool at a loss and to open for an even shorter amount of time would be very costly at a time we have declining revenues. Even if the swim team could practice safely it would be very expensive for the City to offer this.

Mayor Stolzmann stated there will need to be good communication around this so the community understands why we are doing this.

Councilmember Lipton stated he would like to keep open the possibility that it might be open for a portion of the year if it is safe and financially possible.

Mayor Stolzmann reminded Council that staff is already been cut with the recent furloughs and it will be difficult to open the pool for any limited amount of time this year. If we leave this option open it will create more work for staff to have to prepare for the possibility.

Members agreed to wait for County guidance and if opening the pool is allowed then staff can do a financial feasibility study to see if we can open it this year.

Dog Parks

Councilmember Lipton stated there is a great interest in this for our residents, but we will have to wait and see if the State and County can give us guidance on the number of people that can gather. When we get guidance that allows opening we can reconsider.

Councilmember Dickinson disagreed stating he would like to consider reopening with social distancing.

Without specific guidance on dog parks from the County, members decided dog parks should remain closed in an effort to keep groups from congregating and keeping trailheads from getting congested.

Main Street Patios

Mayor Stolzmann noted many people have suggested when restaurants can reopen that tables could be placed in the street to give greater spacing.

Members agreed with the staff recommendation to waive the fee for the Main Street Patios this year. Other ideas for the summer will have to be considered as we have more information.

July 4th

Mayor Stolzmann stated it seems hard to imagine how we could do anything that would not encourage gathering if we have fireworks. She suggested perhaps the City can do something in December, but for now July 4th cannot proceed as planned.

Members agreed with the staff recommendation that the event be cancelled this year. If other options become available those will be considered.

Other Areas

Councilmember Dickinson suggested the tennis courts might be able to be opened safely. Councilmember Lipton agreed.

Councilmember Lipton would like the City to find the ways to open up spaces safely. Councilmember Fahey agreed.

Mayor Pro Tem Maloney asked when we would have more information on beginning in-person public hearings again. City Manager Balsler stated BCPH is expected to give guidance on this soon. The considerations will need to include the size of a gathering, social distancing, and masking.

DISCUSSION/DIRECTION/ACTION – CITY COUNCIL ADVANCED AGENDA AND MEETING SCHEDULE

Clerk Muth stated the advanced agenda now includes some long meetings in August to address land use issues. She noted the schedule is dependent on when quasi-judicial matters can be heard by the Council. She stated the previously approved Council meeting break that runs from mid-June to early July does limit meeting options and the Council may want to reconsider that vacation.

Following discussion, Mayor Stolzmann moved to return to a normal meeting schedule but have no meetings on June 30 and July 7. The July schedule will be regular meetings on July 14 and 28 and a study session on July 21. Councilmember Dickinson seconded the motion. All in favor.

Members discussed the advanced agenda.

Mayor Stolzmann stated area mayors are discussing requiring masks in our communities. She is suggesting staff bring an emergency ordinance requiring masks to the May 5 meeting. Members agreed staff should bring an ordinance for Council consideration.

Councilmember Fahey asked the Council to consider a 2020 ballot issue for a plastic bag tax.

Councilmember Lipton noted the local flight schools opened up this week and it has created a noticeable increase in air

ADJOURN

Members adjourned at 7:43 pm.

Ashley Stolzmann, Mayor

Meredyth Muth, City Clerk

City Council Meeting Minutes

**May 5, 2020
Electronic Meeting
6:00 PM**

Call to Order – Mayor Stolzmann called the meeting to order at 7:00 p.m. **Roll Call** was taken and the following members were present:

City Council: ***Mayor Ashley Stolzmann
Mayor Pro Tem Dennis Maloney
Councilmember Kyle Brown
Councilmember J. Caleb Dickinson
Councilmember Deborah Fahey
Councilmember Chris Leh
Councilmember Jeff Lipton***

Staff Present: ***Heather Balsler, City Manager
Megan Davis, Deputy City Manager
Kevin Watson, Finance Director
Rob Zuccaro, Planning & Building Safety Director
Dave Hayes, Police Chief
Kurt Kowar, Public Works Director
Megan Pierce, Economic Vitality Director
Meredyth Muth, City Clerk***

Others Present: ***Kathleen Kelly, City Attorney***

Mayor Stolzmann noted that because of the COVID-19 emergency the meeting is being held electronically. She gave information on how the meeting process will work and directions for those dialing in on how to participate when it is time for public comments.

APPROVAL OF AGENDA

Mayor Stolzmann called for changes to the agenda and hearing none asked for a motion. Councilmember Lipton moved to approve the agenda; seconded by Mayor Pro Tem Maloney. All in favor.

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

None.

APPROVAL OF THE CONSENT AGENDA

Mayor Pro Tem Maloney noted the consent agenda includes the approval of a contract with City Manager Balser for another year. He stated the Council gave the City Manager a very strong evaluation for the past year and he thanked her for her work.

Mayor Stolzmann called for changes to the consent agenda. Hearing none she asked for a motion to approve the consent agenda. Mayor Pro Tem Maloney moved to approve the agenda; seconded by Councilmember Lipton. All in favor.

- A. *Approval of Bills***
- B. *Approval of Minutes: April 17, 2020; April 21, 2020***
- C. *Approval of Older American's Month Proclamation***
- D. *Approval of a Sole Source Agreement with Respec for 2020 Environmental Compliance Consulting Services***
- E. *Approval of Purchase of a Mower for the Water Treatment Plant***
- F. *Approval of Written Record of Evaluation and Second Amended Employment Agreement for City Manager Heather Balser***
- G. *Approval of Agreement with Wattle and Daub Contractors for Consulting Services to Relocated and Rehabilitate the Trott/Downer Cabins at Miners Field, 1212 South Street***
- H. *Approval of a Contract Increase Between the City of Louisville and Edge Contracting and Approval of Funding for the Permanent and Temporary Construction Easements Between the City of Louisville and RCL Land Company, LLC for the Construction of a Portion of the Southern Water Supply Pipeline***

COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA

None.

CITY MANAGER'S REPORT

City Manager Balser stated information will be coming soon on reopening in June for limited hours at City Hall and curbside options at the Library. She asked Director Pierce to give an update on the recent grant program.

Director Pierce stated all the checks have been mailed and all the applicants were informed of their status. 70 grants were approved of the 180 applications. For those not approved some were ineligible and some were not up to date on their City accounts. The Economic Vitality Committee and Revitalization Commission are both looking at other ways they can help local businesses. In addition, staff is putting on a webinar series to help local businesses learn about options that are out there to help them.

REGULAR BUSINESS

ORDINANCE NO. 1793, SERIES 2020 – AN EMERGENCY ORDINANCE REQUIRING THE WEARING OF FACE COVERINGS IN PLACES OF PUBLIC ACCOMMODATION WITHIN THE CITY – 1ST AND FINAL READING – PUBLIC HEARING – Adoption as Emergency Ordinance

Mayor Stolzmann introduced the ordinance by title and opened the public hearing. She noted this is the first and final discussion of the emergency ordinance.

City Attorney Kelly stated on May 8 the Safer at Home guidelines will take effect in Louisville. At the time the packet was put together Boulder County Public Health (BCPH) was not requiring face masks, however since then Boulder County has put in place some mask requirements. If this ordinance passes tonight the stricter regulations of the two would be in effect in Louisville.

As of today, there are two regulations in effect in Louisville regarding face masks. The Colorado Department of Public Health and Environment (“CDPHE”) Public Health Order requiring face coverings for employees of critical businesses who may routinely or consistently come within 6 feet of other workers or the public. This expires on May 17. The BCPH order requires people to wear a mask outside of their residence when they are six feet or closer to non-household members. The BCPH order does not require face coverings for children under the age of 12. This expires May 26.

The draft City ordinance requires face coverings in places of public accommodation except those specifically noted. As written, the City’s ordinance provides an exception for children under the age of two which is consistent with CDC recommendations.

There are some suggested revisions today, one would add additional exceptions for children based on the recommendations from the American Academy of Pediatrics and a second proposed revision would require face coverings outdoors to reflect the Boulder County order.

As written, responsibility for compliance is with both the business and the individual and signage is required to be posted. Education and voluntary compliance is the goal, but if that fails a ticket for municipal court may be issued.

The current draft has an expiration date of June 2 unless otherwise revoked or extended by the City Council.

Mayor Stolzmann stated she gave the outdoor requirement as a suggestion to align this draft with what the County has enacted so people know both are in effect.

Councilmember Brown stated he suggested the other revision related to children wearing masks. It makes it clear that if a child will be harmed by wearing a face mask it will not be required and this language comes directly from the American Academy of Pediatrics.

Mayor Stolzmann suggested that for clarity there should be language to match the County's rules that these exceptions apply to those 12 years old and under.

Public Comments - None

Members agreed to some language changes for clarity.

Councilmember Dickinson wondered why the County chose 12 years old as the cut off. Staff did not know why the County chose that.

Councilmember Lipton stated it seems reasonable to align the age on our ordinance with the County.

Members were supportive of the mask requirement but discussed if the 12 year age limit was the best place to land or if the two year age recommended by the CDC makes sense.

Councilmember Leh requested language be included to clarify that "businesses" include nonprofit entities and other businesses not identified in the current language.

Mayor Stolzmann asked staff how enforcement will be handled. City Manager stated there will need to be a great deal of education around this for both businesses and the public. Chief Hayes stated he envisions lots of warnings and educational conversations. Most likely tickets would only be issued in egregious cases.

Mayor Stolzmann asked if businesses have given input on this ordinance. Director Pierce stated most confusion is about when the requirement goes into effect. She stated staff is ramping up to get information out and how to help businesses know what rules apply in which municipality.

Councilmember Dickinson suggested the expiration be moved to June 5 to allow some leeway in the timing. Members agreed.

Members agreed education will be more important than enforcement for this ordinance.

Public Comments - None

Councilmember Dickinson suggested the ordinance take effect May 9 rather than immediately so there is time for some education.

Mayor Pro Tem Maloney moved to approve the ordinance 1793, Series 2020 as amended; seconded by Councilmember Dickinson.

Councilmember Leh proposed a friendly amendment that the effective date be May 7 at 11:59 pm. Motioner and seconder accepted the friendly amendment.

Mayor Stolzmann stated the Council had gotten number of emails on this issue and those have been added to the packet and to the public record.

Mayor Stolzmann closed the public hearing.

ROLL CALL VOTE – Motion passed by unanimous roll call vote.

RESOLUTION NO. 34, SERIES 2020, IN RE THE APPOINTMENT OF DIRECTORS TO THE BOARD OF DIRECTORS OF THE TAKODA METROPOLITAN DISTRICT

Mayor Stolzmann introduced the item. City Attorney Kelly stated the City received a petition from the Takoda Metro District informing the City there is only one member serving on the District Board and that his term expires today. There could be no directors serving on the Board; and that without duly elected or appointed directors, the Board cannot continue to function and such will result in the interruption of services that are being provided to the District.

The Special District Act provides that where there are no duly elected directors and, if the failure to appoint a new board will result in the interruption of services being provided by the district, the City Council may appoint all directors from a pool of qualified and willing candidates. The Boardmembers appointed by the City Council are then required to call for nominations for a special election within six months after their appointment.

Councilmember Leh has been working with residents in the District to find willing members to serve on the Board. The Resolution for consideration has five spots on the Board that can be filled by Council. If appointed these members would then call for a special election within six months so these are temporary positions.

Councilmember Leh stated David Waldner is interested, he is the current president of the board but is not a resident of the District. He stated he has three residents who are interested in serving: James Kehl, Gary Larson, and Keith Rensberger.

Public Comments

Erica Montague, Spencer Fane Law Firm 1700 Lincoln Street, Denver, stated she represents the District and is available to answer questions.

Mayor Stolzmann stated she is disappointed there was not more interest from residents in serving on the Board as the governance they provide is important. She stated she would prefer not to appoint David Waldner as he is not a resident in the District but would like to appoint the three residents.

Councilmember Lipton asked how Mr. Waldner is eligible. Ms. Montague stated he is a representative of the developer and is qualified through a property contract in the District. Councilmember Lipton stated he does not think Mr. Waldner should necessarily be excluded from the Board.

Mayor Stolzmann stated she feels the developer has a conflict of interest on the Board as payments are made from the District to the developer. While that is allowed in these districts, she is not comfortable with that.

Councilmember Lipton stated Mr. Waldner has done a good job representing the developer and should be considered.

Councilmember Brown agreed with the principal that only residents be considered.

Councilmember Dickinson and Mayor Pro Tem Maloney supported appointing Mr. Waldner and the residents.

Councilmember Leh moved to approve the Resolution with appointing three resident members: Jim Kehl, Gary Larson, and Keith Rensberger; seconded by Mayor Stolzmann.

ROLL CALL VOTE – Motion passed by unanimous roll call vote.

CITY ATTORNEY'S REPORT

None.

COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS

ADVANCED AGENDA – Mayor Stolzmann requested an executive session for May 12 at 6 pm for consideration of a property acquisition. Mayor Pro Tem Maloney seconded. All in favor.

Councilmember Leh noted a request has been submitted to Council to support June as LGBTQ Pride Month. This will be added to a future agenda and Councilmembers Dickinson and Brown will work on the proclamation.

Councilmember Brown stated residents can now be tested for COVID-19 in East Boulder County at Clinica in Lafayette. If someone is symptomatic they can get tested there.

ECONOMIC VITALITY COMMITTEE – Meeting tomorrow to discuss the grant program and economic vitality program moving forward.

FINANCE COMMITTEE – Met in two work sessions to review financials, projected funding scenarios for 2020 and reviewed CIP projects and where they currently stand.

LEGAL REVIEW COMMITTEE – Meeting May 6.

UTILITY COMMITTEE – Meeting May 12.

COLORADO COMMUNITIES FOR CLIMATE ACTION – No report.

COMMUTING SOLUTIONS – No report.

CONSORTIUM OF CITIES – Meeting May 6.

DOWNTOWN BUSINESS ASSOCIATION STREET FAIRE – Committee reviewing possible options and concerns with having Street Faire this summer.

DENVER REGIONAL COUNCIL OF GOVERNMENTS – Meeting later this month to review Vision Zero.

JOINT INTEREST COMMITTEES (SUPERIOR & LAFAYETTE) – No report.

MAYORS & COMMISSIONERS COALITION – Meeting May 7.

METRO MAYORS CAUCUS – Meeting frequently and trying to see how best we can work together to address COVID-19.

REVITALIZATION COMMISSION – Meeting May 6.

XCEL ENERGY FUTURES – Working on some alternative energy options that may come to Council in June.

ADJOURN

Members adjourned at 7:53 pm.

Ashley Stolzmann, Mayor

Meredyth Muth, City Clerk

City Council

Special Meeting Minutes

May 12, 2020
Electronic Meeting
6:00 PM

Call to Order – Mayor Stolzmann called the meeting to order at 6:00 p.m. The following members were present:

City Council: **Mayor Ashley Stolzmann**
 Mayor Pro Tem Dennis Maloney
 Councilmember Kyle Brown
 Councilmember J. Caleb Dickinson
 Councilmember Deborah Fahey
 Councilmember Chris Leh
 Councilmember Jeff Lipton

Staff Present: **Heather Balsler, City Manager**
 Megan Davis, Deputy City Manager
 Nathan Mosely, Parks, Recreation, & Open Space Director
 Rob Zuccaro, Planning & Building Safety Director
 Lisa Ritchie, Senior Planner
 Meredyth Muth, City Clerk

Others Present: **Kathleen Kelly, City Attorney**

Mayor Stolzmann noted because of the COVID-19 emergency the meeting is being held electronically. She gave information on how the meeting process will work and directions for those dialing in on how to participate when it is time for public comments.

EXECUTIVE SESSION

REAL PROPERTY ACQUISITIONS AND DISPOSITIONS (Louisville Charter, Section 5-2(c) – Authorized Topics – Consideration of real property acquisitions and dispositions, only as to appraisals and other value estimates and strategy, and C.R.S. 24-6-402(4)(a))

The Mayor introduced the item and City Attorney Kelly stated the City Manager is requesting the City Council convene an executive session for the purpose of consideration of potential real property acquisitions and dispositions but only as to appraisals and other value estimates and strategy pursuant to Section 5-2(c) of the City's Home Rule Charter and C.R.S. § 24-6-402(4)(a).

The City Clerk read Section 2.80.130 of the Louisville Municipal Code which outlines the topics permitted for discussion in an executive session.

City Attorney Kelly stated the authority to conduct this executive session is in the Home Rule Charter Section 5-2(c) for Council to discuss potential real property acquisitions and dispositions, with regard to properties in Louisville, but only as to appraisals and other value estimates and strategy, and in C.R.S. 24-6-402(4)(a). The request involves potential acquisition of real property for which the City has the right of first refusal to purchase.

MOTION: Mayor Stolzmann moved the City Council adjourn to executive session for the purpose of consideration of potential real property acquisitions and dispositions, with regard to properties in Louisville, that the executive session include the City Council, City Manager, City Attorney, Deputy City Manager, Parks, Recreation & Open Space Director, Planning & Building Safety Director, and Senior Planner. Seconded by Councilmember Brown.

Roll call vote: Motion carried by unanimous roll call vote.

The City Council adjourned to executive session at 6:05 pm.

REGULAR BUSINESS ITEMS SUSPENDED

The City Council meeting reconvened at 7:45 pm.

REGULAR BUSINESS ITEMS CONTINUED

REPORT – DISCUSSION/DIRECTION/ACTION – REAL PROPERTY ACQUISITIONS

City Attorney Kelly reported the executive session was for the purpose of consideration of property acquisition concerning property for which the City has the first right of refusal to purchase. If the Council desires to purchase the property a motion directing the City staff to respond in writing expressing the City's desire to purchase the property for the gross purchase price and for the terms listed in the purchase contract may be entertained.

Mayor Stolzmann moved to direct staff to respond in writing expressing our desire to purchase 131 Cherry and to bring back an emergency ordinance to exercise our first right of refusal to acquire 131 Cherry using funds from the Open Space Trust Fund balance; Brown seconded the motion.

Mayor Stolzmann stated this property is now available and the City has the right of first refusal. She stated she feels this is an important parcel to our open space portfolio; it is very visible, has good wildlife; and has good connections to trails. It would be a permanent loss if we can't preserve it.

Councilmember Lipton asked Mayor Stolzmann and Councilmember Brown what budget reductions they would suggest to pay for this.

Mayor Stolzmann stated she would defer a variety Open Space capital projects leaving the only capital project left to pay from this fund to be the payment for the Highway 42 underpass. She noted there is more than \$2M in reserves in this fund. She feels there is enough funding to cover this purchase between CIP cutbacks and reserves. She also noted there is a significant turnback from 2019 that can be used for this. With all of those, she feels there is enough funding to pay for this even with the expected shortfalls from COVID-19.

Councilmember Lipton stated this makes it sound like this money is easily available but this money is programmed for other things.

Mayor Pro Tem Maloney stated that proposal would cut a lot of programs to fund this. We are at a point of real uncertainty in sales and use tax for Open Space and those declines may continue to next year. He noted the continuation of the General Fund transfer to this fund is still up in the air. He stated he could see this push the fund balances negative and that would put pressure on other funds for possibly years to come.

Mayor Pro Tem Maloney stated state this should be a question of is this is a priority for Open Space, but this parcel has not been on the acquisition list. He would rather spend money on other parcels that are a priority. He noted the parcel is zoned agricultural and what is allowed there is a modest house. If it stays agricultural and there are limits on what can be done here it preserves some of Louisville's agricultural heritage. If we are going to invest in Open Space do it where we have the greatest impact and this is not it.

Councilmember Brown stated Open Space is always supported by residents. He feels it is an important piece of property; preserving this parcel is essential. Previous Council's had prioritized this and if we miss this opportunity it won't come back. He is concerned the Council might approve variances approving a much larger house on this property.

Councilmember Dickinson stated that if this was happening last year and the budget were in a better place and more certain he would support this, but in the current pandemic climate and with serious budget questions it is more difficult. OSAB has not made this a high priority and to be considering a property that is a low priority property in this financial climate gives him pause. Given the restrictions on the property he feels comfortable passing on this right now.

Councilmember Fahey stated she agrees with Councilmember Dickinson. This would be a wonderful property to acquire if it were a more fiscally sound time. There will be so many cuts for the next couple of years; this is not the right time to buy this.

Councilmember Leh stated we truly appreciate our Open Space in Louisville and normally he would support the purchase, but cannot at this time. The limitations on the property are helpful in making this decision. We need to focus on rebuilding ourselves financially. We have limited funds and at this stage we should save the funds for higher priority parcels.

City Attorney Kelly clarified that the restrictions on the property are not just related to zoning. There is a conservation easement that limits the property to agricultural uses and the one residence and associated out buildings. An approved application for rezoning would not be enough to change uses on the property. For that to happen the conservation easement in gross would need to be addressed as well.

Mayor Stolzmann stated there are quite a few capital projects that are scheduled for this year and we could reprioritize that funding and defer some items to make the math work. She feels not buying this is a loss for the community.

Roll Call Vote – Motion failed 2-5 with Dickinson, Fahey, Leh, Lipton, Maloney voting no.

ADVANCED AGENDA & IDENTIFICATION OF FUTURE AGENDA ITEMS

Mayor Stolzmann noted that the pride month proclamation request that Council received also included a request for flying pride flags at City facilities. She asked if any Councilmembers have concerns with that. There were no concerns.

Councilmember Brown would like to add an item for discussion at the May 19 meeting regarding the possibility of City Council donating back its salaries for the next three months.

ADJOURN

Members adjourned at 8:15 pm.

Ashley Stolzmann, Mayor

Meredyth Muth, City Clerk

SUBJECT: APPROVAL OF SPECIAL MEETING ON MAY 26, 2020

DATE: MAY 19, 2020

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

Staff recommends changing the May 26 study session to a special meeting so Council can discuss and give direction on the meeting topics.

FISCAL IMPACT:

None

RECOMMENDATION:

Approve special meeting on May 26.

ATTACHMENT(S):

None

SUBJECT: APPROVAL OF RESOLUTION NO. 35, SERIES 2020 – A RESOLUTION APPROVING A FIRST AMENDMENT TO A BUSINESS ASSISTANCE AGREEMENT WITH FRESCA FOODS, INC. FOR AN ECONOMIC DEVELOPMENT PROJECT IN THE CITY OF LOUISVILLE

DATE: MAY 19, 2020

PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR

SUMMARY:

On December 17, 2019, the City Council approved a Business Assistance Package (BAP) with Fresca Foods, Inc. (Resolution No. 57, Series 2019). The company wished to expand its facilities at 1775 Cherry Street in the Colorado Technology Center to relocate two new product lines that were commissioned. Staff now requests City Council action to amend the original agreement related to timing of the project.

DISCUSSION:

Following approval of the BAP in December, staff has continued interacting with the company. Their approved business assistance is for 50% rebate of Building Permit Fees and Construction Use Tax—capped at \$2,500. The current agreement becomes void if the company does not complete its planned improvements by March 31, 2020.

While Fresca Foods has continued to work on this expansion project, staff learned in early March that they did not expect to meet their completion timeline. Due to the COVID-19 pandemic and cancellation of City Council meetings, the City Manager granted a one-month administrative extension—allowing Fresca Foods to complete the project by April 30, 2020.

Unfortunately, Fresca Foods is close to completion, but not quite there. Staff is therefore proposing giving the company a little extra time to wrap-up work on these two new production lines. The attached first amendment to the business assistance agreement contemplates a completion of June 30, 2020—no other changes are included from what was originally approved.

FISCAL IMPACT:

There is no specific fiscal impact related to the first amendment of the agreement.

PROGRAM/SUB-PROGRAM IMPACT:

The recommended Business Assistance Agreement supports the Business Retention & Development sub-program objective to retain a diverse mix of businesses that provide good employment opportunities for Louisville residents.

SUBJECT: RESOLUTION 35, SERIES 2020

DATE: MAY 19, 2020

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RECOMMENDATION:

Staff recommends City Council approve the Resolution approving a first amendment to the Business Assistance Agreement with Fresca Foods, Inc.

ATTACHMENTS:

1. Resolution Approving a First Amendment to Business Assistance Agreement
2. Business Assistance Agreement

STRATEGIC PLAN IMPACT:

<input type="checkbox"/>	 Financial Stewardship & Asset Management	<input type="checkbox"/>	 Reliable Core Services
<input checked="" 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

**RESOLUTION NO. 35
SERIES 2020**

**A RESOLUTION APPROVING A FIRST AMENDMENT TO BUSINESS
ASSISTANCE AGREEMENT WITH FRESCA FOODS, INC. FOR AN
ECONOMIC DEVELOPMENT PROJECT IN THE CITY OF LOUISVILLE**

WHEREAS, the successful attraction and retention of quality development to the City of Louisville provides employment opportunities and increased revenue for citizen services and is therefore an important public purpose; and

WHEREAS, it is important for the City of Louisville to create and retain high-quality jobs and remain competitive with other local governments in creating assistance for occupancy of commercial space in the City; and

WHEREAS, Fresca Foods, Inc. plans to commission new production lines at its 1775 Cherry Street location; and

WHEREAS, by Resolution No. 57, Series 2019, the City Council approved a Business Assistance Agreement between the City and Fresca Foods, Inc.; and

WHEREAS, due to construction delays, the project contemplated in the agreement was not completed by the required deadline;

WHEREAS, the City Council finds good cause for an extension of the deadline for completion of the project and the rebates provided by the Agreement as set forth in the proposed First Amendment to Business Assistance Agreement, a copy of which accompanies this Resolution, and desires to approve the First Amendment and authorize its execution and implementation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF LOUISVILLE, COLORADO THAT:**

1. The proposed First Amendment to Business Assistance Agreement between the City of Louisville and Fresca Foods, Inc. (the “First Amendment”) is hereby approved in essentially the same form as the copy of such Agreement accompanying this Resolution.

2. The Mayor is hereby authorized to execute the First Amendment on behalf of the City, and the Mayor is hereby further authorized to negotiate and approve such revisions to said First Amendment as the Mayor determines are necessary or desirable for the protection of the City, so long as the essential terms and conditions of the First Amendment are not altered.

PASSED AND ADOPTED this 19th day of May, 2020.

Ashley Stolzmann, Mayor

ATTEST:

Meredyth Muth, City Clerk

**FIRST AMENDMENT TO BUSINESS ASSISTANCE AGREEMENT FOR
FRESCA FOODS, INC. IN THE CITY OF LOUISVILLE**

THIS FIRST AMENDMENT TO BUSINESS ASSISTANCE AGREEMENT ("First Amendment") is made and entered into as of the _____ day of _____, 2020, between the CITY OF LOUISVILLE, a Colorado home rule municipal corporation (the "City"), and FRESCA FOODS, INC. (the "Company"), a Colorado corporation.

WHEREAS, by Resolution No. 57, Series 2019, the City Council for the City approved a Business Assistance Agreement for Fresca Foods, Inc. in the City of Louisville (the "Agreement"); and

WHEREAS, the Agreement requires the Project contemplated in the Agreement be completed by March 31, 2020 and provides building permit fee and use tax rebates through the period ending March 31, 2020; and

WHEREAS, construction of the Project was delayed, and the Company has requested the City amend the Agreement to provide an extension to and including June 30, 2020 for completion of the Project and the rebates provided by the Agreement; and

WHEREAS, the City Council finds there has been good cause for the delay, and that amendment of the Agreement as set forth herein will serve to provide benefit and advance the public interest and welfare of the City and its citizens by securing this economic development project within the City.

NOW THEREFORE, in consideration of the mutual promises set forth below, the City and Company agree as follows:

Section 1. Sections 1 and 2 of the Agreement are hereby amended to read as follows (text to be added *italicized*; text to be deleted ~~stricken~~):

1. *Building Permit Fee Rebates.* The City shall rebate to Company 50% of the building related permit fees for the Project, required under Louisville Municipal Code, section 15.04.050 and section 108.2 of the International Building Code as adopted by the City for the Project, for the period from execution of this Agreement and ending ~~March 31, 2020~~ *June 30, 2020*.
2. *Use Tax Rebate-Construction.* The City shall rebate to Company 50% of the Construction Use Tax on the building materials for the Project, required under Louisville Municipal Code, section 3.20.300, excluding all revenues from the Open Space Tax, Historic Preservation Tax, and Recreation Center

Tax for the Project, for the period from execution of this Agreement and ending ~~March 31, 2020~~ *June 30, 2020*.

Section 2. Section 8 of the Agreement are hereby amended to read as follows (text to be added *italicized*; text to be deleted ~~stricken~~):

8. Termination. This Agreement shall terminate and become void and of no force or effect upon the City if, by ~~March 31, 2020~~ *June 30, 2020*, Company has not completed the Project as described in Company's application for business assistance (as evidenced by a successful final inspection for the Project); or should fail to comply with any City code.

Section 3. Except as amended by this First Amendment, the terms and conditions of the Agreement shall remain in full force and effect.

This First Amendment is enacted this _____ day of _____, 2020.

FRESCA FOODS, INC.
A Colorado corporation

CITY OF LOUISVILLE

By: _____
Todd Dutkin
CEO

Ashley Stolzmann
Mayor

ATTEST:

Meredyth Muth, City Clerk

SUBJECT: APPROVAL OF RESOLUTION NO. 15, SERIES 2020 – A RESOLUTION APPROVING AN AGREEMENT AMONG THE CITY OF LOUISVILLE, THE LOUISVILLE REVITALIZATION COMMISSION, AND THE LOUISVILLE FIRE PROTECTION DISTRICT FOR PROPERTY TAX TIF REVENUE SHARING – *continued from 2/18/20*

DATE: MAY 19, 2020

PRESENTED BY: MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR

SUMMARY:

The Louisville Revitalization Commission (LRC) considered a proposed property tax Tax Increment Financing (TIF) revenue sharing with the Louisville Fire Protection District (“District”) starting in 2019. In September 2019, the LRC approved advancing the TIF revenue sharing agreement to City Council for approval. Due to the Fire District having a mill levy item on the November ballot, City Council consideration of the approved agreement was not pursued last year. At its January 13, 2020 meeting, the LRC considered an agreement that had been updated to reflect the new mill levy approved by voters for the Fire District and agreed to again advance the proposed agreement to City Council.

The agreement for property tax TIF revenue sharing between the City, the LRC, and the District was presented to the City Council on February 18, 2020. City Council reviewed the agreement and request for funds in light of the November ballot initiative. Councilmembers discussed several ways to potentially amend the agreement for revenue sharing, but ultimately felt the LRC should reconsider the item in light of its discussions on long-term fund projections.

On February 18, the City Council continued its consideration of the item to the May 19 regular meeting.

DISCUSSION:

For consideration at the LRC’s May 6 meeting, the District submitted an amended request for the amount of proposed revenue sharing. A revised request is included as Attachment #2 to this report. The District proposed an agreement for TIF revenue sharing on only 100% of the new 3.900 mill levy. Chief Willson also provided additional information about capital expenditures and future budget years as context for the LRC’s consideration of the request.

Funds were included in the LRC’s 2020 budget with anticipation an agreement might be reached. Staff originally budgeted \$75,870 based on the Fire District’s original request. Based on final assessments from Boulder County, Staff has revised that amount

needed to \$73,880—with \$22,160 attributed to the 25% of the 6.686 mills and \$51,720 attributed to the 100% of 3.900 mills. At its May meeting, the LRC reviewed financial projections for 2020 – 2024 with Finance Director Watson (please see Attachment #3). The financial projections included an updated estimate from the original 2020 budget, which gave LRC insight into the projected fund balance for this fiscal year (including a TIF refund to the District). Staff has worked with LRC to take a slightly more conservative outlook to their projections, and the LRC still felt comfortable about the projected payments to the Fire District.

The LRC considered the revised request and was supportive of advancing a new agreement for City Council consideration. If the City Council adopts this revised revenue sharing agreement on May 19, the LRC can take final action at its June 10, 2020 regular meeting.

FISCAL IMPACT:

For calendar year 2020, it is anticipated the District will receive \$51,720 in payments in January 2021.

PROGRAM/SUB-PROGRAM IMPACT:

The proposed revenue sharing agreement supports the Economic Prosperity Program goal to facilitate investment and produce reliable revenue to support City services.

The LRC has analyzed sharing its revenues that are invested in the Urban Renewal Area and how the Fire District plans to use the funding to support services for Louisville residents.

RECOMMENDATION:

The LRC recommends City Council approve the attached Resolution for an agreement among the City, the LRC, and the Louisville Fire Protection District for property tax TIF revenue sharing.

ATTACHMENTS:

1. Resolution and Agreement
2. Fire District Request and Supporting Information
3. LRC 2020 – 2024 Fund Projections (May 6, 2020 Meeting Materials)
4. Presentation

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>		Financial Stewardship & Asset Management	<input type="checkbox"/>		Reliable Core Services
<input checked="" type="checkbox"/>		Vibrant Economic Climate	<input type="checkbox"/>		Quality Programs & Amenities

SUBJECT: RESOLUTION 15, SERIES 2020

DATE: MAY 19, 2020

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<input type="checkbox"/>	 Engaged Community	<input type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input type="checkbox"/>	 Collaborative Regional Partner

**RESOLUTION NO. 15
SERIES 2020**

**A RESOLUTION APPROVING AN AGREEMENT AMONG THE CITY OF
LOUISVILLE, THE LOUISVILLE REVITALIZATION COMMISSION, AND THE
LOUISVILLE FIRE PROTECTION DISTRICT FOR PROPERTY TAX TIF REVENUE
SHARING**

WHEREAS, the City of Louisville (the “City”) is a home-rule city and municipal corporation duly organized and existing under and pursuant to Article XX of the Colorado Constitution and Charter of the City; and

WHEREAS, the Louisville Revitalization Commission (the “LRC”) is a public body corporate and politic authorized to transact business and exercise its powers as an urban renewal authority under and pursuant to the Colorado Urban Renewal Law, Part 1 of Article 25 of Title 31, C.R.S. (the “Act”); and

WHEREAS, the Louisville Fire Protection District (the “District”) is a fire protection district organized pursuant to Title 32 of the Colorado Revised Statutes; and

WHEREAS, pursuant to the Act, the City Council adopted Resolution No. 37, Series 2006 approving the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) to carry out the urban renewal project (the “Urban Renewal Project”) described in the Plan for the area described therein (the “Urban Renewal Area”); and

WHEREAS, the Act includes and the Plan contains a provision authorizing the financing of the Urban Renewal Project utilizing tax increment financing as further provided in the Plan and as authorized by Section 31-25-107(9) of the Act; and

WHEREAS, Section 31-25-107(11) of the Act permits and authorizes the City, the LRC, and the District to enter into agreements for allocation of responsibility among the parties to the agreement for payment of the costs of any additional infrastructure or services necessary to offset the impacts of an urban renewal project and for the sharing of revenues; and

WHEREAS, the City desires to enter into such an agreement as authorized under Section 31-25-107(11).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. The proposed Agreement Regarding Property Tax TIF Revenue Sharing, Highway 42 Revitalization Area, among the City of Louisville, the Louisville Revitalization Commission, and the Louisville Fire Protection District (the “Agreement”), a copy of which is attached hereto and incorporated herein by this reference, is hereby approved.

Section 2. The Mayor is hereby authorized to execute the Agreement on behalf of the City Council of the City of Louisville, and the Mayor is hereby further authorized to negotiate and approve such revisions to the Agreement as the Mayor determines are necessary or desirable for the protection of the City, so long as the essential terms and conditions of such Agreement are not altered.

PASSED AND ADOPTED this 19th day of May, 2020.

Ashley Stolzmann, Mayor

ATTEST:

Meredyth Muth, City Clerk

AGREEMENT REGARDING PROPERTY TAX TIF REVENUE SHARING
Highway 42 Revitalization Area

This Agreement regarding Property Tax TIF Revenue Sharing (the “Agreement”) is made as of _____, 2020 by and among the LOUISVILLE REVITALIZATION COMMISSION, a body corporate and politic of the State of Colorado (the “Commission”), the CITY OF LOUISVILLE, a Colorado municipal corporation (the “City”), and the LOUISVILLE FIRE PROTECTION DISTRICT, a fire protection district organized pursuant to Title 32 of the Colorado Revised Statutes (the “District”), collectively, the “Parties” and individually a “Party.”

RECITALS

A. Pursuant to the Colorado Urban Renewal Law, Section 31-25-101, *et seq.*, C.R.S. (the “Act”), the City Council of the City passed and adopted Resolution No. 37 approving the Highway 42 Revitalization Area Urban Renewal Plan (the “Plan”) to carry out the urban renewal project (the “Urban Renewal Project”) described in the Plan for the area described therein (the “Urban Renewal Area”).

B. The Act provides, and the Plan contains, a provision authorizing the financing of the Urban Renewal Project through, among other methods, the use of property tax increments as authorized by the Act (“Property Tax TIF”).

C. The City and the Commission previously entered into a Tri-Party Agreement with the County of Boulder, dated December 5, 2006 (the “Tri-Party Agreement”) which provides that commencing on January 1, 2015, there shall be paid to the County certain County TIF revenues, as further defined and set forth in the Tri-Party Agreement.

D. The City and the Commission previously entered into an Amended and Restated Cooperation Agreement dated April 5, 2011 (the “2011 Cooperation Agreement”) which provides that the Commission shall repay to the City certain City Costs and Expenses incurred by the City for the provision of Operating Funds and Support Services for the Commission, as further defined and set forth in the 2011 Cooperation Agreement.

E. The City and the Commission previously entered into a Cooperation Agreement (Highway 42 Revitalization Area South Street Gateway Project Funding), dated November 5, 2012 (the “2012 Cooperation Agreement”) relating to financial assistance for the construction of the South Street Gateway to be located at the crossing of South Street under the Burlington Northern Railroad right-of-way, as further set forth in the 2012 Cooperation Agreement.

F. The Commission issued its Property Tax Increment Revenue Bonds (DELO Project), Series 2014 on October 23, 2014, in the principal amount of \$4,500,000 (the “2014 Bonds”) and pledged the Property Tax TIF revenue from the Core Project Area (as defined in the

2014 Bond Resolution authorizing the 2014 Bonds) to the payment of the 2014 Bonds on a basis that was subordinate to the payments required under the Tri-Party Agreement, the 2011 Cooperation Agreement and the 2012 Cooperation Agreement. Pursuant to the terms and provisions of the 2014 Bond Resolution, all Property Tax TIF revenue from the Core Project Area remaining after any required payments under the Tri-Party Agreement, the 2011 Cooperation Agreement and the 2012 Cooperation Agreement have been made are required to be applied to the payment of the 2014 Bonds until the 2014 Bonds are paid in full or until the Bonds are discharged on December 1, 2033.

G. The City and the Commission previously entered into an Amended and Restated Cooperation Agreement dated November 17, 2015 (the “2015 Cooperation Agreement”) which provides that the Commission shall repay to the City certain City Costs and Expenses incurred by the City for the provision of Operating Funds and Support Services for the Commission, as further defined and set forth in the 2011 Cooperation Agreement.

H. The Commission and 712 Main Street LLC and 722 Main Street LLC previously entered into a Property Tax Increment Rebate Agreement dated June 11, 2019 (the “2019 TIF Rebate Agreement”), which pledges Property Tax TIF revenues received by the Commission as a result of the property tax mill levies imposed upon the valuation of the property identified in such agreement for a period of time commencing with the first full fiscal year following issuance of a certificate of occupancy for the project to be constructed and ending upon payment of \$1,100,000 or the expiration of the Property Tax TIF provision of the urban renewal plan, whichever first occurs.

I. Section 31-25-107(11) of the Act permits and authorizes the Parties to enter into this Agreement for payment from that portion of the Property Tax TIF revenue produced by the District property tax levy, or any portion of such levy, the costs of additional District infrastructure or services necessary to offset the impacts of the Urban Renewal Project and for the sharing of revenues.

J. The District may, from time-to-time, refer to the registered electors of the District one or more ballot issues requesting an increase in the District’s mill levy to help pay increased expenses associated with the District’s costs of infrastructure, services, and equipment within the District’s boundaries, which includes the City and its residents.

K. The Parties by this Agreement desire to provide for a sharing of those revenues resulting from the District’s 3.9 mill levy increase approved at the November 2019 election, plus any general mill levy increase or bond issuance mill levy ballot issue at one or more elections in the future, subject to the Commissions existing obligations under the 2014 Bonds, the 2015 Cooperation Agreement, and the 2019 TIF Rebate Agreement (collectively, the “Prior Obligations”).

AGREEMENT

NOW THEREFORE, in consideration of the foregoing the Parties agree as follows:

1. District TIF Revenue Sharing.

a. Commencing on January 1, 2020 (the “Effective Date”) and subject to the obligations of the Commission set forth in the Prior Obligations, the City and the Commission agree to share the following TIF revenues with the District:

i. One hundred percent (100%) of all revenue allocated to and collected by the Commission based on 3.9 mills of the District’s current property tax mill levy of 10.586 mills; and

ii. One hundred percent (100%) of all revenue allocated to and collected by the Commission based on any voter-approved ballot issues that increases the District general mill levy or imposes a debt service mill levy above the District’s current total property tax of 10.586 mills.

b. The District acknowledges that so long as the 2014 Bonds remain outstanding, any Property Tax TIF revenues generated from the District’s mill levy in the Core Project Area (as defined in the 2014 Bond Resolution) is required to be applied to the payment of the 2014 Bonds.

2. Payments to District. Provided this Agreement has not been terminated in accordance with Section 3, commencing on the Effective Date and continuing until the twenty-fifth (25th) anniversary of the date of approval of the Plan (the “Term”), the City shall pay to the District all revenues received from the Commission pursuant to Section 1 on or before the 31st day of January following the calendar year of collection, with the first payment to be made on or before January 31, 2021 for revenues received in calendar year 2020.

3. Termination Event. The Commission or the City may terminate this Agreement by delivering to the District written notice of the termination of the Plan, including its TIF component.

4. Agreement Confined to District TIF Revenue. This Agreement applies only to the District Property Tax TIF revenue collected in the Urban Renewal Area during the Term, and does not include any other revenues of the City or the Commission. This Agreement also does not apply to any substantial modification of the Plan, as that term is defined in the Act, as amended from time to time, including but not limited to any extension of the Plan period or expansion of the Urban Renewal Area covered by the Plan.

5. Obligation Subordinate. The obligation of the Commission to pay that portion of the District TIF revenue to the City based on the District’s mill levy, as set forth in Section 1, is

and shall be subordinate to: (a) any payments required to be made by the Commission to the City pursuant to the 2015 Cooperation Agreement; (b) any payment of the principal of, the interest on, and any premiums due in connection with bonds of, loans or advances to, or indebtedness incurred by, whether funded, refunded, assumed, or otherwise, the Commission for financing or refinancing, in whole or in part, the Urban Renewal Project, including but not limited to the 2014 Bonds; and (c) any payments required to be made by the Commission pursuant to the 2019 TIF Rebate Agreement. Notwithstanding the foregoing, the Commission will use reasonable good faith efforts, consistent with its obligations to carry out the Urban Renewal Project, to structure any such financing or refinancing in a manner to accommodate and provide for the payment of that portion of the District TIF revenue based on the District's mill levy, as set forth in Section 1.

6. Books and Accounts; Financial Statement. During the Term, the City and the Commission will keep, or cause to be kept, proper and current books and accounts in which complete and accurate entries shall be made of the District Property Tax TIF revenue received by the Commission and the City and the amounts subject to sharing with the District pursuant to Section 1 of this Agreement. Upon reasonable notice, and at the sole expense of the District, all such books and accounts related to the District Property Tax TIF revenue shall be open to inspection during normal business hours by such accountants or other agents as the District may from time to time designate.

7. Notices. Any notice required or permitted by this Agreement shall be in writing and shall be given by personal service, by certified mail or registered mail, or by reputable overnight courier service, all postage and fees prepaid, addressed to the Party to whom such notice is to be given at the address set forth on the signature page below, or at such other address as has been previously furnished in writing, to the other Party or Parties. Notices shall be deemed given upon such personal, courier or express mail delivery or on the third business day following deposit in the U.S. mail as provided above.

8. Delays. Any delays in or failure of performance by any Party of its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God, acts of public enemy, acts of the Federal, state or local government, acts of any other Party, acts of third parties, litigation concerning the validity of this Agreement or relating to transactions contemplated hereby, fire, floods, strikes, labor disputes, accidents, regulations or order of civil or military authorities, shortages of labor or materials, or other causes, similar or dissimilar, which are beyond the control of such Party. Notwithstanding the foregoing, where any of the above events shall occur that temporarily interrupt the ability of the Commission and/or the City to transfer or pay the District Property Tax TIF revenues, as soon as the event causing such interruption shall no longer prevail, the Commission and the City shall transfer and pay the total amount of District Property Tax TIF revenues then owing to date as determined according to the provisions of Sections 1 and 2, above.

9. Default. Time is of the essence, subject to Section 8, above. If any payment or any other material condition, obligation, or duty is not timely made, tendered, or performed by any Party, then any other Party may exercise any and all rights available at law or in equity,

including damages, but such damages shall be limited to the actual amount that such Party is entitled to receive or retain under this Agreement. No special or punitive damages shall be payable hereunder.

10. Section Captions. The captions of the Sections are set forth only for the convenience and reference of the Parties and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.

11. Integration and Amendment. This Agreement represents the entire agreement among the Parties with respect to the subject matter and there are no oral or collateral agreements or understandings with respect to the subject matter. This Agreement may be amended only by an instrument in writing signed by the Parties. Course of performance, no matter how long, shall not constitute or be construed as an amendment to this Agreement.

12. Waiver. The District waives any right to contest in any manner the validity of the Plan, or any of the provisions of the Plan, including, without limitation, the right of the Commission to use the Property Tax TIF provisions described herein. A waiver by any Party to this Agreement of the breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either Party.

13. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue shall lie in the District Court for the County of Boulder.

14. No Third-party Beneficiaries. This Agreement is intended to describe the rights and responsibilities only as to the Parties hereto. This Agreement is not intended and shall not be deemed to confer any rights on any person or entity not named as a Party hereto.

15. No Presumption. The Parties to this Agreement and their attorneys have had a full opportunity to review and participate in the drafting of the final form of this Agreement. Accordingly, this Agreement shall be construed without regard to any presumption or other rule of construction against the Party causing the Agreement to be drafted.

16. Severability. If any provision of this Agreement is found to be invalid, illegal or unenforceable, the validity and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

17. Execution Required. This Agreement shall not be binding upon any Party hereto unless and until the Parties have each executed and delivered this Agreement to each of the other Parties.

18. Parties Not Partners. Notwithstanding any language in this Agreement or any other agreement, representation, or warranty to the contrary, the Parties shall not be deemed to be partners or joint venturers, and no Party shall be responsible for any debt or liability of any other Party.

IN WITNESS WHEREOF, this Agreement is executed by the Parties hereto in their respective names as of the date set forth above.

LOUISVILLE REVITALIZATION
COMMISSION

ATTEST:

Secretary

Chair
749 Main Street
Louisville, CO 80227

CITY OF LOUISVILLE

ATTEST:

City Clerk

Mayor
749 Main Street
Louisville, CO 80227

APPROVED AS TO FORM:

City Attorney

LOUISVILLE FIRE PROTECTION DISTRICT

ATTEST:

Board Secretary

Chairman, Board of Directors
895 Via Appia
Louisville, CO 80027

APPROVED AS TO FORM:

District Attorney

LOUISVILLE FIRE PROTECTION DISTRICT



Louisville Revitalization Commission (LRC)

Summary:

On March 11th at the Louisville Revitalization Commission (LRC) meeting, the commissioners requested additional information from the City Finance Department along with additional information from the Fire District. The District's 10-year budget including a capital project list is included.

Revised Request:

Because of the Covid-19 virus and the local impact on today's economy and in the future, the District is requesting only 100% of TIF revenue generated by the Fire District's new 3.90 mill levy be passed through to the District. The second request 25% of TIF revenue generated by the Fire District's 6.686 mill levy is being withdrawn at this time.

**Louisville Fire Protection District
2020 - 2030 Budget Summary Comparison**

2020 - 2030 with Annual Increases in 3% Labor

	2020 Budget			2021 Budget			2022 Budget			2023 Budget			2024 Budget		
	Labor: Added 7 employees Non-Labor: 6.76% increase excluding Capital			Added 6 employees Non-Labor: 4% increase excluding Capital			Non-Labor: 2% increase excluding Capital			Labor: Added 6 employees Non-Labor: 4% increase excluding Capital			Labor: Added 8 employees Non-Labor: 4% increase excluding Capital		
Division	Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total
Administration	380,035	199,700	579,735	391,436	203,699	595,135	403,179	207,773	610,952	415,275	211,928	627,203	427,733	216,167	643,900
Accrued Benefits Payout, Adjustments and Promotions	65,000	-	65,000	65,000	-	65,000	66,950	-	66,950	68,959	-	68,959	71,027	-	71,027
Fleet Management	-	177,700	177,700	-	181,254	181,254	-	184,879	184,879	-	188,577	188,577	-	192,348	192,348
Logistics/ Buildings & Grounds	-	269,800	269,800	-	275,098	275,098	-	280,600	280,600	-	286,212	286,212	-	291,936	291,936
Life Safety	193,702	3,400	197,102	199,513	3,468	202,981	205,498	3,537	209,036	211,663	3,608	215,272	218,013	3,680	221,694
Tactical Operations	3,250,725	221,600	3,472,325	4,003,505	225,930	4,229,435	4,123,610	230,449	4,354,059	4,289,417	235,058	4,524,475	6,022,232	239,759	6,261,991
Training - Recruitment/ Retention	-	74,850	74,850	-	76,358	76,358	-	77,885	77,885	-	79,443	79,443	-	81,032	81,032
Ambulance Service	1,407,348	123,000	1,530,348	1,589,533	125,460	1,714,993	1,637,219	127,969	1,765,188	2,508,680	130,529	2,639,209	2,583,941	133,139	2,717,080
Capital Projects		1,353,615	1,353,615	-	680,000	680,000	-	420,000	420,000	-	1,050,000	1,050,000	-	2,000,000	2,000,000
Total	5,296,810	2,423,665	7,720,475	6,248,987	1,771,267	8,020,254	6,436,457	1,533,092	7,969,549	7,493,993	2,185,354	9,679,348	9,322,946	3,158,061	12,481,008

2025 Budget			2026 Budget			2027 Budget			2028 Budget			2029 Budget		
Added 3 employees Non-Labor: 4% increase excluding Capital			Non-Labor: 2% increase excluding Capital											
Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total	Labor	Non-Labor	Total
440,565	220,490	661,055	453,782	224,900	678,682	467,395	229,398	696,793	481,417	233,986	715,403	495,859	238,666	734,525
73,158	-	73,158	75,353	-	75,353	77,613	-	77,613	79,942	-	79,942	82,340	-	82,340
-	196,195	196,195	-	200,119	200,119	-	204,121	204,121	-	208,204	208,204	-	212,368	212,368
-	297,775	297,775	-	303,730	303,730	-	309,805	309,805	-	316,001	316,001	-	322,321	322,321
224,554	3,754	228,308	231,290	3,829	235,119	238,229	3,906	242,135	245,376	3,984	249,360	252,737	4,063	256,800
6,740,174	244,554	6,984,728	6,815,531	249,445	7,064,976	7,019,997	254,434	7,274,431	7,230,597	259,523	7,490,120	7,447,515	264,713	7,712,228
-	82,652	82,652	-	84,305	84,305	-	85,992	85,992	-	87,711	87,711	-	89,466	89,466
2,661,459	135,802	2,797,261	2,741,303	138,518	2,879,821	2,823,542	141,288	2,964,830	2,908,248	144,114	3,052,362	1,104,125	146,996	1,251,121
-	675,000	675,000	-	1,050,000	1,050,000	-	40,000	40,000	-	990,000	990,000	-	75,000	75,000
#####	1,856,222	11,996,132	#####	2,254,847	12,572,106	#####	1,268,944	11,895,720	#####	2,243,523	13,189,102	9,382,577	1,353,593	10,736,170

2030 Budget		
Non-Labor: 2% increase excluding Capital		
Labor	Non-Labor	Total
510,735	243,439	754,174
84,810	-	84,810
-	216,615	216,615
-	328,768	328,768
260,319	4,145	264,464
7,670,940	270,007	7,940,948
-	91,255	91,255
3,085,361	149,936	3,235,297
-	1,109,000	1,109,000
#####	2,413,165	14,025,331

Capital Projects

2020 - Replace 1999 Ford Ranger - \$60,000 Replace 2007 Ford Ambulance - \$160,000 Bay doors - \$150,000 Capital Reserve - \$663,000	
2021 - Refurbish 2001 Tower - \$200,000 Replace Cardiac Monitors - \$150,000 Replace 2004 Ford Expedition - \$80,000 Station 2 Patio, Carport, Driveway - \$250,000	Capital - \$680,000
2022 - Replace 2007 Ford Pickup - \$60,000 Replace 2005 Ford Taurus - \$60,000 Station 1 Exercise Room, Back Stairwell - \$300,000	Capital - \$420,000
2023 - Replace 2007 Ford Brush Truck - \$140,000 New Engine - \$750,000 New Ambulance - \$160,000	Capital - \$1,050,000
2024 - Replace 1999/2010 Ladder - \$1,200,000 Replace 2012 Ford Pickup - \$80,000	Capital - \$2,000,000
2025 - Refurbish 2014 Chevy Ambulance - \$75,000 SCBA - \$600,000	Capital - \$675,000
2026 - Replace 2008 Engine - \$800,000 Extrication Tools - \$250,000	Capital - \$1,050,000
2027 - SCBA Compressor - \$40,000	Capital - \$40,000
2028 - Hose - \$40,000 Replace 2010 Dodge Brush Truck - \$150,000 Replace 2012 Engine - \$800,000	Capital - \$990,000
2029 - Refurbish 2014 Chevy Ambulance - \$75,000	Capital - \$75,000
2030 - St 1 Emergency Generator - \$30,000 Replace 2015 Engine - \$900,000 Radios - \$179,000	Capital - \$1,109,000

Estimated Revenue vs Expenditures (Includes Capital Projects)

	2020	2021	2022	2023	2024	2025	2026
Property Tax Revenue	\$ 7,380,189	\$ 7,380,189	\$ 7,380,189	\$ 9,380,189	\$ 11,527,793	\$ 12,015,793	\$ 12,898,349
Ambulance Transports	\$ 500,000	\$ 500,000	\$ 500,000	\$ 400,000	\$ 400,000	\$ 300,000	\$ 300,000
Unbudgeted Revenue	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Total Revenue	\$ 7,880,189	\$ 7,880,189	\$ 7,880,189	\$ 9,780,189	\$ 11,927,793	\$ 12,315,793	\$ 13,198,349
Expenditures Including Capital Projects	\$ 7,720,475	\$ 8,020,254	\$ 7,969,549	\$ 9,679,348	\$ 12,481,008	\$ 11,996,132	\$ 12,572,106
Budgeted for Capital Projects	\$ 1,353,615	\$ 680,000	\$ 420,000	\$ 1,050,000	\$ 2,000,000	\$ 675,000	\$ 1,050,000
Unbudgeted Revenue (remains the same for all years)							
\$50,000 Plan Reviews							
\$100,000 Personal Property Tax							
\$10,000 Miscellaneous							
TOTAL \$160,000							

2027	2028	2029	2030
\$ 12,898,349	\$ 13,156,316	\$ 13,156,316	\$ 13,419,442
\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
\$ 13,198,349	\$ 13,456,316	\$ 13,456,316	\$ 13,719,442
11,895,720	13,189,102	10,736,170	14,025,331
40,000	990,000	75,000	1,109,000

SUBJECT: DISCUSSION/DIRECTION – 2019 YEAR-END UPDATE & 2020-2024 PROJECTIONS

DATE: MAY 6, 2020

**PRESENTED BY: KEVIN WATSON, FINANCE DIRECTOR
MEGAN E. PIERCE, ECONOMIC VITALITY DIRECTOR**

SUMMARY:

The LRC has routinely monitored its funding and spending through both its budget process and specific analysis on the TIF District that is part of the Urban Renewal Area (URA). The long-term projections were last updated in January 2019; the LRC 2020 budget was adopted on November 18, 2019.

DISCUSSION:

In March, staff suggested the list below as a series of actions the LRC could incorporate into a revised approach to reviewing its financial outlook. The LRC agreed with these concepts, and staff has now prepared new projections.

- Continue to annually review long-term outlook based on organic growth in value and the actual Assessed Value.
- Update projections with actual past costs and refined projected cost of incurred and committed expenditures, which for 2020 includes commitments for Undergrounding (\$170,000) and Downtown Lights (\$70,000).
- If approved, update projections to include TIF revenue sharing with the Louisville Fire Protection District.
- Future projections will be based on potential developments at the stage of permit rather than PUD to present a more accurate picture of increment likely to benefit the URA.
- Where possible, staff will work with the long-term fund projections to match focus projects from the LRC Work Plan to capital projects that are part of the City's six-year Capital Improvement Plan.

In the following pages, Director Watson provides a year-end update for 2019—informing the LRC of available funds for 2020. In addition, he has prepared projections looking forward from 2020 through 2024.

SUBJECT: 2019 UPDATE & 2020-2024 PROJECTIONS**DATE: MAY 6, 2020****PAGE 2 OF 7****2019 Year-End Update**

The City's independent audit for 2019 is not yet complete, but staff is confident as to the amounts presented for audit. The following schedule summarizes the actual revenue, expenditures, and fund balances for 2017, 2018, and 2019. The ending fund balance at December 31, 2019 was \$1,120,508.

The 2020 Budget and the new 2020 Estimate are also presented. Differences between the account budgets and the new estimates are highlighted in red. Staff will review those differences during the meeting. If the Commission agrees with the new estimates, it may want to consider a 2020 budget amendment for those items.

	2017	2018	2019		2020	
	Actual	Actual	Budget	Actual	Budget	Estimate
Beginning Fund Balance	3,398,940	768,444	921,851	921,851	1,120,508	1,120,508
Revenue:						
Property Tax	795,640	1,259,070	1,615,382	1,647,855	1,998,540	1,932,070
Interest Earnings	21,770	30,379	2,000	50,692	30,000	30,000
Total Revenue	817,410	1,289,448	1,617,382	1,698,547	2,028,540	1,962,070
Expenditures:						
Support Services - COL	25,577	34,900	60,000	60,000	60,000	60,000
Cap Contr - COL - Underpass	75,000	300,118	948,107	948,107	-	-
Cap Contr - COL - South St Reconstruct	178,327	24,905	-	-	-	-
Regional Detention Land Comp - COL	202,500	-	-	-	-	-
Cap Contr - COL - Undergrounding	-	-	170,000	-	-	170,000
Cap Contr - COL - Downtown Lights	-	-	70,000	-	72,000	142,000
TIF Refund - Boulder County	56,035	88,673	115,500	116,054	142,900	138,140
TIF Refund - Fire District	-	-	-	-	75,870	73,880
TIF Rebate - Loftus Developmen	102,911	192,123	-	-	-	-
Assistance Agreement - 824 South	-	-	-	-	-	275,000
Bond Maint Fees - Paying Agent	6,500	7,150	7,150	7,150	7,150	7,150
Emergency Solutions Grants	-	-	-	-	-	100,000
Professional Services - Investment Fees	3,176	3,484	200	931	3,500	3,500
Professional Services - Other	1,221	21,870	-	23,273	20,000	20,000
Payments from Construction Acct - DELO	2,465,745	127,518	-	-	310,000	315,000
Principal-Bonds	-	-	153,391	-	355,000	347,000
Interest-Bonds	330,914	335,300	344,374	344,374	329,950	329,950
Total Expenditures	3,447,906	1,136,041	1,868,722	1,499,890	1,376,370	1,981,620
Ending Fund Balance	768,444	921,851	670,511	1,120,508	1,772,678	1,100,958

SUBJECT: 2019 UPDATE & 2020-2024 PROJECTIONS

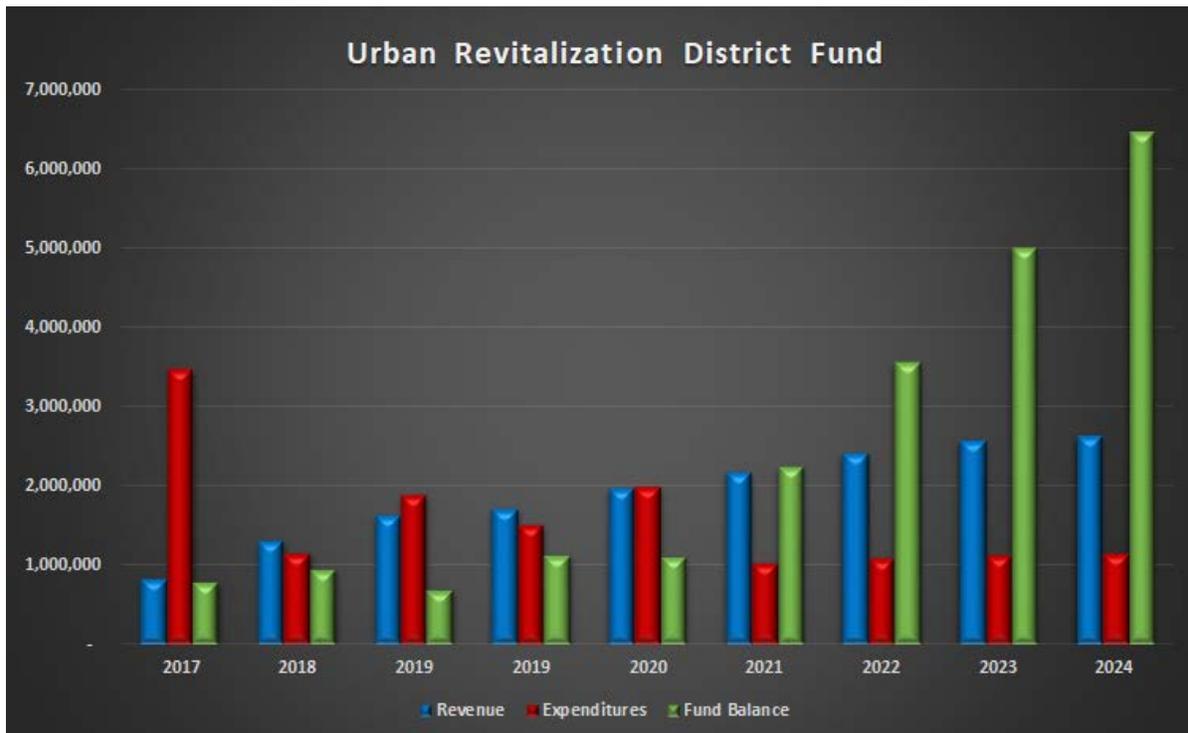
DATE: MAY 6, 2020

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2020-2024 Financial Projections

The new 2020 estimates are the starting point for the 2020-2024 Financial Projections. The table and chart below take the 2020 estimates and apply a series of assumptions to project revenue, expenditures, and fund balances for 2021 through 2024.

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Estimate	2021 Projection	2022 Projection	2023 Projection	2024 Projection
Beginning Fund Balance	3,398,940	768,444	921,851	921,851	1,120,508	1,100,958	2,229,058	3,544,658	4,983,918
Revenue									
Taxes	795,640	1,259,070	1,615,382	1,647,855	1,932,070	2,105,510	2,325,560	2,441,090	2,465,210
Miscellaneous Revenue	21,770	30,379	2,000	50,692	30,000	41,110	71,280	105,290	141,290
Total Revenue	817,410	1,289,448	1,617,382	1,698,547	1,962,070	2,146,620	2,396,840	2,546,380	2,606,500
Expenditures									
Support Services - COL	25,577	34,900	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Capital Contributions - COL	455,827	325,023	1,188,107	948,107	312,000	-	-	-	-
TIF Refunds - BC & Fire	56,035	88,673	115,500	116,054	212,020	233,210	259,370	273,170	274,290
TIF Rebates - Developers	102,911	192,123	-	-	-	-	-	-	-
Assistance Agreements	-	-	-	-	275,000	-	-	-	-
Emergency Solutions Grants	-	-	-	-	100,000	-	-	-	-
Professional Services	10,897	32,504	7,350	31,355	30,650	27,650	27,650	27,650	27,650
Capital Contributions - DELO	2,465,745	127,518	-	-	315,000	-	-	-	-
Debt Service	330,914	335,300	497,765	344,374	676,950	697,660	734,220	746,300	768,300
Total Expenditures	3,447,906	1,136,041	1,868,722	1,499,890	1,981,620	1,018,520	1,081,240	1,107,120	1,130,240
Ending Fund Balance	768,444	921,851	670,511	1,120,508	1,100,958	2,229,058	3,544,658	4,983,918	6,460,178



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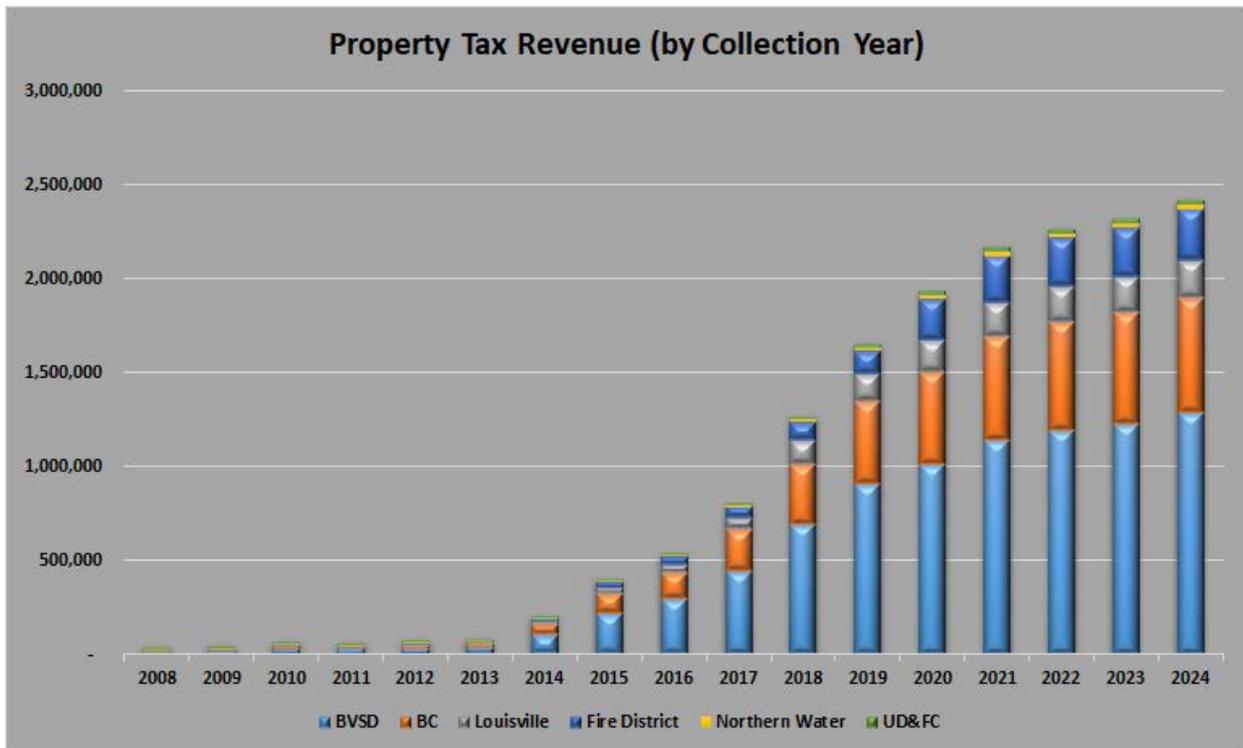
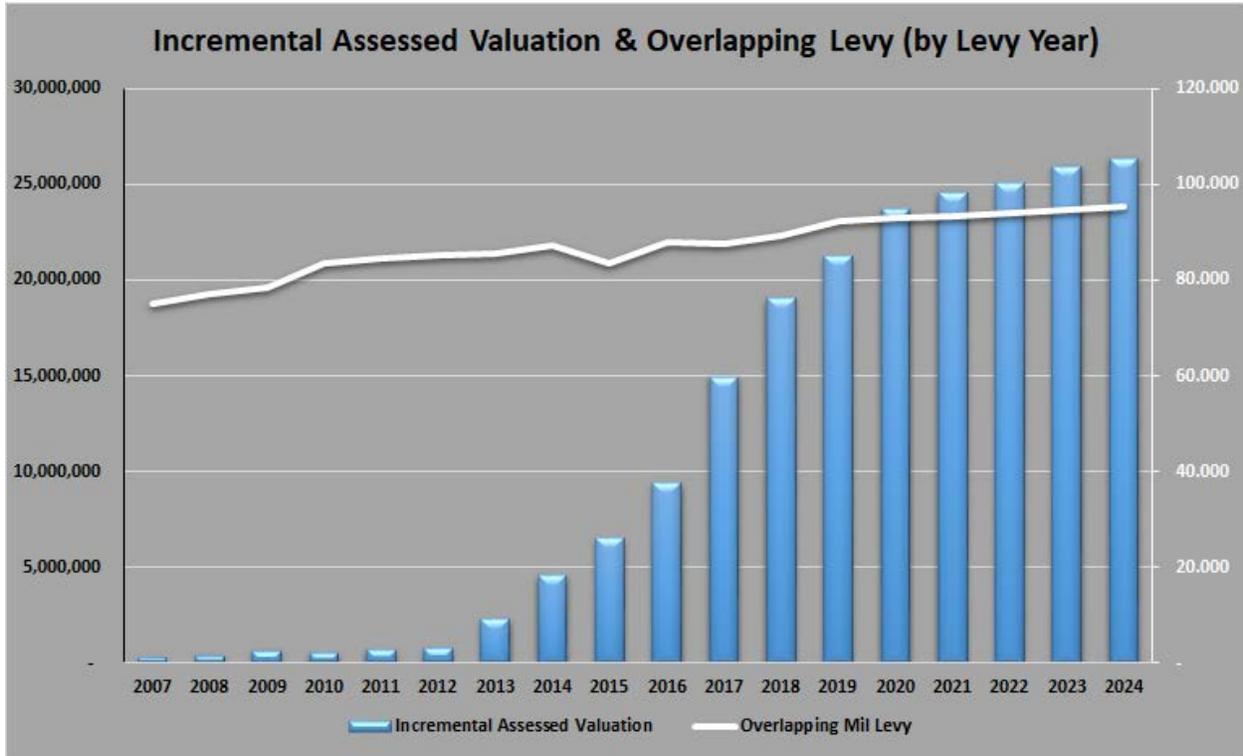
The financial projections do not include any capital contributions to the City, developer TIF rebates, or developer assistance agreements after fiscal year 2020. The intent was to include only those expenditures that have been committed to, or are likely to be expended, by the District, including:

- Payment to the City for support services;
- Property tax refunds to Boulder County and the Fire District;
- A small amount for professional services; and
- Debt service.

As previously mentioned, there are many assumptions applied to generate the projections. The most important of those assumptions are related to the assessed valuation. The following table summarizes assessed valuation and overlapping mil levy assumptions.

	2019 Actual	2020 Estimate	2021 Projection	2022 Projection	2023 Projection	2024 Projection
Gross Assessed Valuation	65,711,407	67,682,749	69,036,404	69,036,404	70,364,768	70,364,768
Base Assessed Valuation	44,449,036	44,004,546	44,444,591	44,000,145	44,440,147	43,995,745
Incremental Assessed Valuation	21,262,371	23,678,204	24,591,813	25,036,259	25,924,622	26,369,023
Overlapping Mil Levies:						
Boulder Valley School District	48.359	48.843	49.331	49.824	50.323	50.826
Boulder County	23.473	23.590	23.708	23.827	23.946	24.066
City of Louisville	7.934	7.934	7.934	7.934	7.934	7.934
Louisville Fire District	10.586	10.586	10.586	10.586	10.586	10.586
Northern Colorado Water District	1.000	1.000	1.000	1.000	1.000	1.000
Urban Drainage & Flood Control	0.900	0.900	0.900	0.900	0.900	0.900
Total Overlapping Levy	92.252	92.853	93.459	94.071	94.689	95.312
Gross Property Tax Revenue	1,700,607	1,961,496	2,198,591	2,298,334	2,355,191	2,454,765
Collection Percentage	96.90%	98.50%	98.50%	98.50%	98.50%	98.50%
Net Property Tax Revenue	1,647,855	1,932,074	2,165,612	2,263,859	2,319,863	2,417,944
Net Property Tax by Overlapping Entity:						
Boulder Valley School District	903,195	1,012,804	1,139,157	1,194,942	1,228,704	1,285,025
Boulder County	443,159	491,605	550,199	574,285	587,587	611,479
City of Louisville	146,342	166,165	185,045	192,185	195,658	202,601
Louisville Fire District	123,323	221,707	246,898	256,424	261,058	270,321
Northern Colorado Water District	18,445	20,943	23,323	24,223	24,661	25,536
Urban Drainage & Flood Control	13,391	18,849	20,991	21,801	22,195	22,982
Net Property Tax Revenue	1,647,855	1,932,074	2,165,612	2,263,859	2,319,863	2,417,944

Increases in the assessed valuation are based almost entirely on “organic” growth, using slightly lower percentages of increase than those presented in the past. Only one large project has been issued a permit: North End Commercial at 824 South. The projection model assumes this project becomes part of the District’s assessed valuation in 2023. The following two charts summarize the preceding table.



SUBJECT: 2019 UPDATE & 2020-2024 PROJECTIONS**DATE: MAY 6, 2020****PAGE 6 OF 7**

The following two tables provide a summary of the assumptions and calculations used to project the revenue generated by the Core Area (pledged to debt service) and the outstanding bond principal.

**Calculation of Revenue Generated by Core Area & Pledged to Debt Service
2018-2024**

Levy Year Collection Year	2017 2018	2018 2019	2019 2020	2020 2021	2021 2022	2022 2023	2023 2024
Urban Revitalization District:							
Gross Assessed Valuation	58,141,776	61,021,831	65,711,407	67,682,749	69,036,404	69,036,404	70,364,768
Base Valuation	43,188,951	41,986,395	44,449,036	44,004,546	44,444,591	44,000,145	44,440,147
Incremental Valuation	14,952,825	19,035,436	21,262,371	23,678,204	24,591,813	25,036,259	25,924,622
Core Area:							
Gross Assessed Valuation	5,219,742	8,027,810	9,082,594	9,355,072	9,542,173	9,542,173	9,725,779
Base Valuation	1,080,337	1,080,337	1,080,337	1,080,337	1,080,337	1,080,337	1,080,337
Incremental Valuation	4,139,405	6,947,473	8,002,257	8,274,735	8,461,836	8,461,836	8,645,442
Core Area TIF Revenue	362,450	620,680	738,224	768,334	790,838	796,015	818,624
TIF Refund - Boulder County	(25,915)	(44,379)	(52,783)	(54,936)	(56,545)	(56,915)	(58,532)
Allocation of Support Costs	(3,133)	(7,893)	(8,293)	(8,293)	(8,293)	(8,293)	(8,293)
Allocation of Underpass	(26,943)	(124,730)	-	-	-	-	-
Revenue Pledged to Debt Service	306,459	443,679	677,148	705,105	726,000	730,807	751,800
Accumulated Pledged Revenue	574,327	1,018,006	1,695,154	2,400,258	3,126,258	3,857,065	4,608,864

**Calculation of Bond Principal Outstanding
2018-2024**

	2018	2019	2020	2021	2022	2023	2024
Beginning Accreted Value	4,790,001	4,919,631	4,713,631	4,366,631	3,974,631	3,518,631	3,018,631
Additional Debt Issuance	-	-	-	-	-	-	-
Updated Accreted Value	4,790,001	4,919,631	4,713,631	4,366,631	3,974,631	3,518,631	3,018,631
Accrued Interest	335,300	344,374	329,954	305,664	278,224	246,304	211,304
Interest Paid	205,669	344,374	329,954	305,664	278,224	246,304	211,304
Accreted Interest	129,631	-	-	-	-	-	-
Principal Payment	-	206,000	347,000	392,000	456,000	500,000	557,000
Total Payment	205,669	550,374	676,954	697,664	734,224	746,304	768,304
Accumulated Payments	467,083	1,017,457	1,694,412	2,392,076	3,126,300	3,872,604	4,640,908
Ending Accreted Value	4,919,631	4,713,631	4,366,631	3,974,631	3,518,631	3,018,631	2,461,631

The Commission had asked for projections assuming early redemptions on the outstanding bonds. Since the early redemptions would require using revenue generated outside the Core Area, bond counsel has advised staff that such early redemptions would

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require approval from the bond holder. In the current environment of exceptionally low interest rates, staff believes the bond holder would not want early redemption of 7% tax-exempt bonds and, therefore, staff did not run the alternate financial projections

RECOMMENDATION:

Review the 2019 update and the 2020-2024 projections; provide questions or input to staff on the presented analysis.

ATTACHMENTS:

- None.

Agreement between the City, the LRC, and the Louisville Fire Protection District for Property Tax TIF Revenue Sharing

Megan E. Pierce
Economic Vitality Director
May 19, 2020

Background

- Proposed revenue sharing discussions began in 2019 with request from the District
- LRC has previously entered into a similar revenue sharing agreement, the Tri-Party agreement between the City, the LRC, and County of Boulder
- Process shifted when the Fire District sought a an additional mill levy on the November ballot

Timeline



- September 2019- LRC advanced original agreement to City Council
- November 2019- District has successful ballot initiative
- January 2020- LRC considers agreement with District including the request for 25% of the 6.686 mills and 100% of the new 3.900 mills
- February 2020- Agreement reviewed by City Council

Timeline (cont.)



- March 2020- LRC meets with Fire District again and discusses City Council feedback
- April 2020- District submits revised request for revenue sharing, based only on 100% of the 3.900 mills
- May 2020- LRC agrees to advance revised agreement for Council consideration

Fiscal Impact



- LRC's 2020 budget included \$75,870, anticipating an agreement with the District
 - Based on final assessment figures from the County, that budgeted amount is now only \$73,880
- The revised request from the District would be paid in January 2021, for an estimated amount of \$51,720

Fiscal Impact (cont.)



	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Estimate	2021 Projection	2022 Projection	2023 Projection	2024 Projection
Beginning Fund Balance	3,398,940	768,444	921,851	921,851	1,120,508	1,100,958	2,229,058	3,544,658	4,983,918
Revenue									
Taxes	795,640	1,259,070	1,615,382	1,647,855	1,932,070	2,105,510	2,325,560	2,441,090	2,465,210
Miscellaneous Revenue	21,770	30,379	2,000	50,692	30,000	41,110	71,280	105,290	141,290
Total Revenue	817,410	1,289,448	1,617,382	1,698,547	1,962,070	2,146,620	2,396,840	2,546,380	2,606,500
Expenditures									
Support Services - COL	25,577	34,900	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Capital Contributions - COL	455,827	325,023	1,188,107	948,107	312,000	-	-	-	-
TIF Refunds - BC & Fire	56,035	88,673	115,500	116,054	212,020	233,210	259,370	273,170	274,290
TIF Rebates - Developers	102,911	192,123	-	-	-	-	-	-	-
Assistance Agreements	-	-	-	-	275,000	-	-	-	-
Emergency Solutions Grants	-	-	-	-	100,000	-	-	-	-
Professional Services	10,897	32,504	7,350	31,355	30,650	27,650	27,650	27,650	27,650
Capital Contributions - DELO	2,465,745	127,518	-	-	315,000	-	-	-	-
Debt Service	330,914	335,300	497,765	344,374	676,950	697,660	734,220	746,300	768,300
Total Expenditures	3,447,906	1,136,041	1,868,722	1,499,890	1,981,620	1,018,520	1,081,240	1,107,120	1,130,240
Ending Fund Balance	768,444	921,851	670,511	1,120,508	1,100,958	2,229,058	3,544,658	4,983,918	6,460,178

Recommendation



Consider adoption of the Resolution for an Agreement among the City of Louisville, the Louisville Revitalization Commission, and the Louisville Fire Protection District for Property Tax TIF Revenue Sharing.

If adopted, the agreement will be presented for final approval to the LRC on June 10.

SUBJECT: DISCUSSION/DIRECTION/ACTION – REOPENING AND RECOVERY PLANS FOR CITY FACILITIES AND SERVICES, 4TH OF JULY, AND MEMORY SQUARE POOL

DATE: MAY 19, 2020

**PRESENTED BY: HEATHER BALSER, CITY MANAGER
MEGAN DAVIS, DEPUTY CITY MANAGER**

SUMMARY:

The City of Louisville closed all facilities on March 16, 2020 at 5 pm in an effort to protect public health and prevent the spread of the coronavirus. This action was consistent with recommendations of Boulder County Public Health (BCPH) and the Colorado Department of Public Health and Environment (CDPHE).

Throughout the closure, many staff have continued to work on-site to support the provision of essential services to the community including public safety, water utilities, transportation, emergency response services and many other critical government services. Many other employees have worked remotely while continuing to provide essential services such as planning and building, city clerk, engineering, etc.

On May 8 the Boulder County Stay at Home order was lifted and the county joined the rest of the state under the “Safer at Home” order. This is the second phase of his three-phase approach to maintaining public health and safety related to COVID-19. During this phase Coloradans will no longer be ordered to stay home, but are still strongly encouraged to do so. Vulnerable populations and seniors must continue staying home except when absolutely necessary and K-12 school districts and postsecondary institutions will continue to suspend normal in-person instruction until the end of the school year. Many of the restrictions on businesses have been lifted allowing retail and commercial to operate again on a limited basis. Attachment 1 provides an outline of guidance for reopening during the Safer at Home phase.

Safer at Home still has strict requirements around gatherings. Public and private gatherings of more than 10 people are prohibited, and those small gatherings may occur only with 6 foot social distancing.

Under the new order, local governments and local public health departments have the ability to implement stricter restrictions. Boulder County Public Health and the City of Louisville have both implemented mask orders, effective last week. Facial coverings are now required in Louisville by City Ordinance, which expands on the BCPH mask order. Facial coverings (i.e. covering made of cloth that covers the nose and mouth) must be worn in public anywhere in Louisville where social distancing of 6 feet cannot be maintained. This applies to both indoor and outdoor spaces, including offices and

crowded trails. Additionally, facial coverings must be worn anytime you go into a business.

The Governor and BCPH both advise that the reopening of businesses, services and other activities occur gradually, paying close attention to continued public safety measures to reduce the spread of COVID-19. With this in mind, the City has slowly begun to open facilities and in-person services, with additional safety measures and only when public health guidance permits.

DISCUSSION:

Due to the ongoing need for an active and consistent public health response to the disease, which includes accessible testing, case detection and containment, as well as social distancing and other public safety measures, the City is approaching full reopening cautiously. The City has outlined the following principles to help guide the process of recovery and reopening:

- The health, safety and well-being of our employees and the residents of the City of Louisville are our top priority throughout reopening and recovery.
- The City will work to support the economic health of our residents, businesses and our organization through the process of recovery.
- The City will approach facility reopening carefully and with caution, evaluating the risks and rewards associated with each step toward recovery.
- The City commits to working collaboratively with our partners and supports alignment in our recovery efforts.
- The City will only move forward with reopening efforts if they are in compliance with state and county health guidelines.
- The City will remain flexible and nimble in planning and implementing recovery efforts, recognizing the pandemic response is dynamic and rapidly changing.
- Robust community engagement and response will be integral to the City's recovery process.

The City has drafted a phased reopening plan and communications plan (attached), guided by these principles and the City's disaster recovery plan, and is seeking Council input on two specific areas where clear state and local direction have not yet been provided: 4th of July and the opening or closure of Memory Square Pool.

At this time, the City anticipates we the ability to restore some limited services over the course of the Safer at Home phase. The reopening will be staggered and certain services will begin before others. And upon reopening, the services will look different and will not be delivered in the same fashion as they have been in the past. The City's reopening plan outlines how specific facilities and services may be reopened, with required public health protocols and with consideration of the cost-benefit analysis around reopening.

Phased reopening will include the following approaches to service delivery that reflect public health guidance to support the safety of our patrons and staff:

- Limited hours of service
- Some services by appointment only
- Reduced staff/resources on-site due to work at home and phased on-site staffing
- Curbside pick-up and other low-touch services
- Limited numbers in building, limited group/gathering size
- Public safety measures including sanitization/cleaning, masks/face coverings on staff and patrons, temperature monitoring of staff, etc.
- Social distancing at 6 feet, supported by floor markings and physical barriers

Over the past week the City has received additional public health guidance regarding the Safer at Home, and is planning for any facility accommodations necessary for reopening during this phase. As the city obtains the necessary infrastructure to meet the public health requirements, limited facilities that are able to open within the Safer at Home requirements will begin opening in late May or early June.

In addition to the public health considerations associated with reopening, the City is also considering the cost-benefit of reopening, including the financial and resource impacts. The scale of the COVID-19 related fiscal impacts on the City's revenue is not yet fully known, but financial impacts are an important factor in reopening. Other resource impacts must be considered, such as local government enforcement capacity to manage public health requirements in City facilities and activities, as well as any requirements for local governments to enforce public health orders.

Initial services that will be a part of the first phase reopening plan, with the limitations and principles outlined above, include the following:

- **Library Services** – This will include pick up/drop off services for books, maker-space, and other resources. These services will require no public access to the facility, and no-touch or low-touch interactions with the public. At this time staff anticipates these Library services may become available as soon as mid-May, after the BCPH extension of the Stay at Home order expires.
- **City Hall services** will reopen June 2nd, on Tuesdays and Thursdays 8 am to 12 pm, by appointment with the appropriate infrastructure and safety guidelines in place. Service limitations outlined above.
 - Planning and Building Services (plan review, permits)
 - Financial Services (utility billing)
 - City Clerk (licensing and permitting)
 - City Manager's Office
 - Public Works (right of way permitting, contractor services, plan review)
 - Human Resources

- **Recreation and Senior Center Services** will primarily remain closed, as the Safer at Home order does not allow for reopening of gyms. Remote fitness classes will continue to be offered online, and Senior Meals and all remote senior services will continue.
 - Summer Camp - Summer Camp activities will not be offered this summer. Staff carefully considered all options for hosting summer camp and surveyed all families enrolled for the 2020 summer season. A large number of families opted not to participate in a modified camp (with smaller numbers, masks and social distancing maintained). Based on the limited interest, increased costs associated with implementing additional safety precautions and the restrictions placed on the types of activities available to teachers and participants the decision was made to cancel this program in 2020.
- **Cemetery Services** will allow for limited burials with all public health and safety limitations outlined above.
- **Municipal Court** is currently scheduled for May 26th, by appointment only with public health and safety limitations outlined above.
- **Tennis and Basketball Courts** opened May 11th with requirements that players are within the same household, consistent with CDPHE guidelines.
- **Dog-parks** opened May 11th with requirements for social distancing, masking when social distancing cannot be obtained and limiting gatherings to no more than 10 people.

The reopening plan includes a robust communication strategy. The City will provide updates regarding restored services, hours of operation and all public health safety information on its webpage and through community announcements and e-notifications.

While reopening plans will allow for the extension of some in-person services, there are several areas of programming and services where the City does not have clear guidance at this time and final Council input is requested.

Memory Square Pool

Section I.B. of the Safer at Home order (attached) clearly prohibits the opening of pools throughout the duration of the order. The most recent Boulder County guidance around outdoor facilities states that outdoor pools are closed for all purposes. While small group personal training is allowed in some gym spaces, personal training sessions/classes in pools are prohibited. In addition, the State order requires a continuation of social distancing at 6 feet, masking by City staff and gatherings limited to 10 or fewer people. In addition, the City ordinance requires all residents to wear masks outdoors when 6

feet social distancing can't be maintained. The City is also concerned about staff safety, and the ability to staff the facility at this late juncture.

The reopening of Memory Square pool for an abbreviated season is also not cost-effective. The total cost to operate Memory Square pool for the season is \$238,770, which includes staffing, maintenance, and programming. Approximately \$140,000 is for regular staff salaries (Rec Center staff) that would not be cut if the pool was not opened, so the effective savings of not opening is approximately \$90,000. Memory Square Revenue was projected at \$33,500 for 2020. Therefore, the net savings of not opening Memory Square would be approximately \$66,000.

Lafayette and Commerce City have confirmed that their outdoor pools are closed for the season. Many other communities including Boulder and Superior are discussing closures or strict restrictions on facility uses for 2020 and are waiting on additional public health guidance to make those decisions.

The City has reached out to the Dolphins swim team to alert them of the proposed closure of Memory Square Pool. In addition to the prohibition on pool openings, team sports activities are not allowed under Safer at Home.

Given these factors, staff recommends that the Memory Square pool remain closed for the duration of 2020 season. The indoor pools at the Recreation Center will continue to be discussed as a part of the overall Recreation Center reopening plan and with updated public health guidance.

Special Events

There are many planned City-sponsored and privately conducted (City permitted) special events that are over 50 people, including the 4th of July, Concerts in the Park, Labor Day parade and events, bike and running races, and festivals. Under Safer at Home all public and private gatherings of more than 10 individuals are prohibited. BCPH has provided guidance to event coordinators strongly encouraging organizers to use virtual, electronic platforms and alternative activities less conducive to public gathering. As a result, staff have already cancelled events with any gatherings of more than 10 through June.

The City continues to consider if and how events may occur once we move out of the Safer at Home phase, but without certainly around timing many summer events have been cancelled. Street Faire has been recently cancelled as well as the Concerts in the Park. The Farmers Market will continue to move forward, incorporating social distancing and public health measures, as it is considered a critical service for grocery/food retail.

City of Louisville 4th of July Celebration

The 4th of July event typically includes fireworks, live music from the Boulder Concert Band, family activities (i.e. face painting, bouncy houses), food trucks and beer/wine

sales from Sweet Spot Café at Coal Creek Golf Course starting at 5 pm and ending around 10 pm.

Under Safer at Home all public and private gatherings of more than 10 individuals are prohibited, and BCPH strongly discourages any organized activities that are likely to cause people to gather. With the limitations on group size currently in place, it seems unlikely that large events will be allowed in July. While it may be possible to launch fireworks that Louisville residents could see from their homes, there are concerns that this may cause visitors from surrounding communities to gather in the City as their fireworks events have already been cancelled. Nearby cancellations include Boulder and Lafayette and Broomfield is likely to cancel as well. Groups gathering against public health orders would demand local resources, such as law enforcement. Staff considered partnering with the Town of Superior for a larger display but ultimately decided that this was not a safe/feasible alternative.

The annual budget for this event includes \$18,000 for fireworks (includes \$6,500 donation from the American Legion), \$2,000 for shuttle busses, \$2,000 for music and entertainment, \$8,000 to the golf course for lost revenue and \$2,000 for miscellaneous supplies/materials (i.e. trash, port-a-potties). The total cost saving for cancelling the event is \$30,000.

Staff recommends cancelling the 4th of July event and fireworks in 2020. The City is still pursuing alternatives/virtual activities to replace the in-person event. Staff is looking into a City-wide yard or window decorating contest that would encourage residents to create 4th of July displays at their homes with materials that already own. Residents could be encouraged to view displays at a safe distance and vote on their favorites.

FISCAL IMPACT:

Details regarding the closure/cancellation of the programs within this communication are outlined above, along with current public health guidelines and results in cost-savings to the City. Staff will continue to consider fiscal impacts of opening/not-opening specific facilities on a case by case basis.

PROGRAM/SUB-PROGRAM IMPACT:

The discussion as to when to reopen City facilities impacts all programs and subprogram areas.

RECOMMENDATION:

Staff is requesting discussion and direction from City Council on the reopening of City facilities.

SUBJECT: REOPENING AND RECOVERY

DATE: MARCH 19, 2020

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ATTACHMENT(S):

1. CDPHE Safer At Home Order
2. City Reopening Plans

STRATEGIC PLAN IMPACT:

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



SECOND AMENDED PUBLIC HEALTH ORDER 20-28 SAFER AT HOME
May 8, 2020

PURPOSE OF THE ORDER

I issue this Amended Public Health Order (PHO or Order) pursuant to the Governor's directive in **Executive Order D 2020 044 Safer at Home** in response to the existence of thousands of confirmed and presumptive cases of Coronavirus disease 2019 (COVID-19) and related deaths across the State of Colorado. Further, as there is substantial evidence of community spread of COVID-19 throughout the State, it is crucial to take measures now that can mitigate further spread of disease in our communities.

FINDINGS

1. Governor Polis issued Executive Order D 2020 003 on March 11, 2020, declaring a disaster emergency in Colorado due to the presence of COVID-19. Since that time, the Governor has taken numerous steps to implement measures to mitigate the spread of disease within Colorado, and has further required that several public health orders be issued to implement his orders.
2. I have issued public health orders pertaining to the limitation of visitors and nonessential individuals in skilled nursing facilities, intermediate care facilities, and assisted living residences; closing bars and restaurants to in-person services; defining the terms of the Governor's stay at home requirements and critical business designations; requiring hospitals to report information relevant to the COVID-19 response; and requiring the wearing of face coverings in the workplace and urging their use in public. These measures all act in concert to reduce the exposure of individuals to disease, and are necessary steps to protect the health and welfare of the public. Additionally, in reducing the spread of disease, these requirements help to preserve the medical resources needed for those in our communities who fall ill and require medical treatment, thus protecting both the ill patients and the healthcare workers who courageously continue to treat patients.
3. As of April 25, 2020, there are 13,441 known cases of COVID-19 in Colorado; however, testing for COVID-19 is not yet common. As of April 25, 2020, 2,438 Coloradans have been hospitalized and 680 Coloradans have died from COVID-19. Multiple sources of data show that COVID-19 transmission and the use of healthcare due to COVID-19 have leveled off in

Colorado. Our work to “flatten the curve” appears to be succeeding, and the Governor has ordered some lessening of the current stay at home restrictions as a result.

4. **Executive Order D 2020 044** authorizes transitioning from a stay at home model, as described in **Executive Order D 2020 017** and **Public Health Order 20-24** as amended, to a **Safer at Home** model. **Safer at Home** still requires that **Vulnerable Individuals** remain at home, but allows limited reopening of postsecondary institutions and certain businesses. Additionally, individuals are encouraged to stay at home as much as possible and practice Social Distancing to reduce the likelihood of disease transmission, but certain activities, such as gathering in groups of no more than ten for activities, are permitted. As we continue to combat COVID-19 in our communities, continuing restrictions on individual travel and necessary activities remain appropriate.

INTENT

This Order sets forth the requirements for implementation of Safer at Home, as directed by Governor Polis. Individual restrictions remain in place concerning limitations on activities, travel, and public gatherings. Workplace restrictions remain necessary to implement standard Social Distancing Requirements, cleaning standards, and other items necessary to reduce the possibility of disease spread. Additionally, certain businesses and activities require specific guidance based on their business practices, and those are included in the appendices to this Order.

ORDER

Unless otherwise specifically noted in this Order, the requirements of this Order are effective April 27, 2020. This Order supersedes and replaces Public Health Orders 20-22 and 20-24, as amended.

I. Safer at Home

A. All individuals currently living within the State of Colorado are encouraged to stay at home and avoid unnecessary interactions whenever possible in order to reduce the spread of disease. Individuals living in shared or outdoor spaces must at all times, to the greatest extent possible, comply with **Social Distancing Requirements**, defined in Section III below, and are encouraged to leave their residences only to perform or utilize **Necessary Activities**, defined in Section III below.

B. Individuals are urged to wear non-medical cloth face coverings that cover the nose and mouth whenever in public as required by **Executive Order D 2020 044**.

C. All public and private gatherings are limited to no more than ten (10) individuals, except for the purposes expressly permitted in this PHO, which include **Necessary Activities**. Nothing in this Order prohibits the gathering of members living in the same residence.

D. People at high risk of severe illness from COVID-19 are urged to stay in their residence at all times except as necessary to seek medical care. **Vulnerable Individuals** cannot be compelled to work for any business or government function, including a Critical Business or Critical Government Function, during the pendency of this pandemic emergency. People who are sick must stay in their residence at all times except as necessary to seek medical care, and must not go to work, even for a **Critical Business**, defined in Section III below.

E. Individuals experiencing symptoms of COVID-19 must self-isolate until their symptoms cease or until they have a negative test result. Due to limited testing availability and narrow criteria for testing, if an individual has tested positive for COVID-19 and/or has developed symptoms of COVID-19, including early or mild symptoms (such as cough and shortness of breath), they should be in isolation (staying away from others) until they have had no fever for at least seventy-two (72) hours (that is three full days of no fever without the use of medicine that reduces fevers), other symptoms have improved (such as cough or shortness of breath) and at least ten (10) days have passed since symptoms first appeared.

F. Governmental and other entities are strongly urged to make shelter available to people experiencing homelessness as soon as possible and to the maximum extent practicable, and are authorized to take all reasonable steps necessary to provide non-congregate sheltering along with necessary support services to members of the public in their jurisdiction as necessary to protect all members of the community. People experiencing homelessness are urged to protect their health and safety by complying with **Social Distancing Requirements** at all times.

G. Individuals are encouraged to limit travel to **Necessary Travel**, defined in Section III below, including but not limited to, travel by automobile or public transit. People must use public transit only for purposes of performing **Necessary Activities** or to travel to and from work to operate **Businesses** or maintain **Critical Governmental Functions** as authorized in Section II of this Order. People riding on public transit must comply with **Social Distancing Requirements** to the greatest extent feasible.

H. Individuals may participate in local and personal recreation in outside public spaces, as an authorized **Necessary Activity**, in groups no larger than 10 and practicing social distancing maintaining 6 feet between participants. Travel for recreational purposes should be limited to your own community like your county of residence or traveling no more than about 10 miles. Playgrounds, playground equipment, pools, amusement parks and arcades remain closed. Personal training and classes in any setting are limited to all members of a single household or a mixed group of 4 or fewer individuals complying with **Social Distancing Requirements**; except for members of a single household, sharing equipment is prohibited.

II. Business Requirements

A. The following places of public accommodation remain closed to ingress, egress, use, and occupancy by members of the public:

1. Restaurants, food courts, cafes, coffeehouses, and other similar places of public accommodation offering food or beverage for on-premises consumption;
2. Bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, and other places of public accommodation offering alcoholic beverages for on-premises consumption;
3. Cigar bars;
4. Gyms, except for the limited purpose authorized in Section I.H;
5. Movie and performance theaters, opera houses, concert halls, and music halls;
6. Casinos; and
7. Horse tracks and simulcast facilities, also known as off-track betting facilities.

These restrictions do not apply to any of the following:

1. Room service in hotels;
2. Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;
3. Crisis shelters or similar institutions;
4. Airport concessionaires;
5. Institutions of higher education offering dining hall services located in or adjacent to campus dormitories that are accessed through student, staff, faculty, or campus associated identification, as well as grab and go food services within these institutions, while exercising social distancing measures of at least six feet between individuals;

6. Fitness centers and nonessential personal services included in residential facilities, such as hotels, apartment or condominium complexes or similar housing arrangements, that are limited to use only by hotel guests or residents of the housing who are following social distancing requirements of at least 6 feet between individuals, and the hotel or property managers are performing frequent environmental cleaning; and
7. Any emergency facilities necessary for the response to these events.

B. All **Critical Businesses** and **Critical Government Functions**, as defined in Section III below, may continue to operate. **Critical Businesses** must comply with **Social Distancing Requirements** at all times, adopt work from home or tele-work policies for any operations that can be done remotely, and implement other strategies, such as staggered schedules or re-designing workplaces, to create more distance between workers unless doing so would make it impossible to carry out critical functions. **Critical Businesses** that serve the public such as grocery stores and other **Critical Retail** shall comply with **Social Distancing Requirements** at all times including, but not limited to, when any customers are standing in line. **Critical Business** and **Critical Government Functions** shall continue to promote telecommuting to the greatest extent possible.

C. All places of public accommodation subject to Public Health Order 20-22, as amended, that offer food and beverages may continue to offer food and beverage using delivery service, window service, walk-up service, drive-through service, drive-up service, curbside delivery or any manner set forth in that PHO and in accordance with mandatory **Social Distancing Requirements**, except as prohibited or limited by **Executive Order D 2020 044** or this Order. These entities include restaurants, food courts, cafes, coffeehouses, and other similar places of public accommodation offering food or beverage for on-premises consumption; and bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, and other places of public accommodation offering alcoholic beverages.

D. All **Non-Critical Retail**, as defined in Section III below, may operate and offer goods through delivery service, window service, walk-up service, drive-through service, drive-up service, curbside delivery, or any other manner allowing for strict compliance with mandatory social distancing requirements, similar to the requirements for **Critical Retail**. Additional requirements for **Critical** and **Non-Critical Retail** are contained in **Appendix A** of this Order.

E. All **Field Services**, including real estate, may resume operations, in accordance with the requirements of this Order including **Appendix B**. Real estate includes in-person real estate showings and marketing services which must adhere to **Social Distancing Requirements** with cleaning and disinfection between each showing, but may not hold open houses.

F. Other health care services not covered by **Executive Order 20 044 Voluntary or Elective Surgeries Or Procedures**, in certain limited healthcare settings may resume if done in accordance with the requirements of **Appendix E**.

G. Effective May 1, 2020, **Non-Critical Retail** and limited **Personal Services** may resume in-person services if they meet the requirements in Section II.I below and the additional requirements outlined for these services in **Appendices A and D** of this Order.

H. Effective May 4, 2020, the following businesses may reopen in accordance with the requirements of this Order:

1. Non-Critical Office-Based Businesses operating in an office and not a production environment, as defined in Section III below, may allow up to fifty (50) percent of their employees to conduct in-person work that takes place outside a private residence in accordance with the requirements in Section II.I below and the additional requirements outlined in **Appendix C**.

2. Non-Critical Manufacturing operating in a production environment with no more than ten (10) employees that comply with the requirements in Section II.I below and the additional requirements in **Appendix H**.

I. All Business and Government Functions. Critical Businesses, Critical Government Functions, Non-Critical Office-Based Businesses, Personal Services, Limited Healthcare Settings, and Non-Critical Retail shall all follow the protocols below:

1. Employers and sole proprietors shall take all of the following measures within the workplace to minimize disease transmission, in accord with the [CDPHE Guidance](#):

- a. deputize a workplace coordinator(s) charged with addressing COVID-19 issues;
- b. maintain 6 foot separation between employees and discourage shared spaces;
- c. [clean and disinfect](#) all high touch areas;
- d. post signage for employees and customers on good hygiene;
- e. ensure proper ventilation;
- f. avoid gatherings (meetings, waiting rooms, etc) of more than 10 people;
- g. implement symptom monitoring protocols, conduct daily temperature checks and monitor symptoms in employees at the worksite to the greatest extent possible, or if not practicable, through employee self-assessment at home prior to coming to the worksite. A sample form

can be found [here](#). If an employee reports any symptoms, refer symptomatic employees to the [CDPHE Symptom Tracker](#) and take all of the following steps:

1. send employee home immediately;
 2. increase cleaning in your facility and require social distancing of staff at least 6 feet apart from one another;
 3. exclude employee until they are fever-free, without medication, for 72 hours and 10 days have passed since their first symptom; and
 4. if multiple employees have these symptoms, contact your local health department; and
- h. eliminate or regularly [clean and disinfect](#) any items in common spaces, such as break rooms, that are shared between individuals, such as condiments, coffee makers, vending machines.

2. Employers shall take all of the following measures regarding employees to minimize disease transmission:

- a. require employees to stay home when showing any symptoms or signs of sickness, and connect employees to company or state benefits providers;
- b. provide work accommodations for **Vulnerable Individuals**, who remain subject to **Stay at Home** advisement, prioritizing telecommuting, as **Vulnerable Individuals** shall not be compelled to go to work during the pendency of this pandemic emergency;
- c. provide to the greatest extent possible flexible or remote scheduling for employees who may have child or elder care obligations, or who live with a person who still needs to observe **Stay at Home** due to underlying condition, age, or other factor;
- d. encourage and enable remote work whenever possible;
- e. encourage breaks to wash hands or use hand sanitizer;
- f. phase shift and breaks to reduce density; and
- g. provide appropriate protective gear like [gloves, masks, and face coverings](#) as defined by [OSHA industry standards](#).

3. Employers and sole proprietors shall implement the following measures regarding customers to minimize disease transmission:

- a. create whenever possible special hours for **Vulnerable Individuals** only;
- b. encourage 6 foot distancing inside of the business for all patrons;

- c. encourage customer use of protection like gloves and face coverings;
 - d. provide hand sanitizer at the entrances to the greatest extent possible; and
 - e. use contactless payment solutions, no touch trash cans, etc. whenever possible.
4. Employers with over fifty (50) employees in any one location shall, in addition to the above requirements, implement the following protocols:
- a. implement employee screening systems that follow the requirements of Section II.G.1.g above in one of the following ways:
 - i. Set up stations at the worksite for symptom screening and temperature checks; or
 - ii. Create a business policy that requires at-home employee self-screening each work day and reporting of the results to the employer prior to entering the worksite;
 - b. close common areas to disallow gatherings of employees;
 - c. implement mandatory cleaning and disinfection protocols; and
 - d. require mandatory adherence to **Social Distancing Requirements**.

J. Work Accommodations. Employers must provide reasonable work accommodations for **Vulnerable Individuals** who are still under the **Stay at Home** advisement, such as telecommuting. Employers are encouraged to provide reasonable work accommodations for individuals who reside with or are caring for **Vulnerable Individuals**, or facing child care needs while schools remain closed.

K. Specific Industry Requirements. Additional requirements for specific industries are included in the following Appendices to this Order:

1. Appendix A: Critical and Non-Critical Retail Requirements
2. Appendix B: Field Services
3. Appendix C: Non-Critical Office-Based Businesses and Offices
4. Appendix D: Personal Services
5. Appendix E: Limited Healthcare Settings

III. Definitions

A. Necessary Activities. For purposes of this PHO, individuals are encouraged to only leave their Residence to perform any of the following **Necessary Activities**, provided they comply at all times and to the greatest extent possible with **Social Distancing Requirements** below. People at high risk of severe illness from COVID-19 are urged not to leave their

residence except as necessary to receive medical care. People who are sick must not leave their residence except as necessary to receive medical care, and must not go to work, even for a

Critical Business. Necessary Activities include:

1. Engaging in activities or perform tasks essential to their health and safety, or to the health and safety of their family or household members, including, but not limited to, pets and livestock, such as, by way of example only and without limitation, obtaining medical supplies, walking your dog, feeding barnyard animals, obtaining durable medical equipment, obtaining medication, visiting a healthcare professional, or obtaining supplies they need to work from home.
2. Obtaining necessary services or supplies for themselves and their family or household members, or to deliver those services or supplies to others, such as, by way of example only and without limitation, food, pet supply, other household consumer products, and products or equipment necessary to maintain the safety, sanitation, and essential operation of a Residence.
3. Engaging in outdoor activity, such as, by way of example and without limitation, walking, hiking, nordic skiing, snowshoeing, biking or running. For purposes of outdoor activity, State parks will remain open to the public who live in the vicinity to engage in walking, hiking, biking, running, and similar outdoor activities, basketball and tennis courts may be open for use by individuals or members of the same household only, but all playgrounds, picnic areas, other similar areas conducive to public gathering, and attended areas shall be closed. For other parks, check with the local jurisdiction and follow any requirements for that jurisdiction. Additionally, the permitted outdoor activities in this PHO do not include activities that would violate the **Social Distancing Requirements** defined in Section III, below.
4. Performing work providing for businesses, government entities, and industries authorized Section II of this Order, or to otherwise carry out activities permitted in this Order.
5. Caring for a family member, a vulnerable person, or pet in another household, or to care for livestock kept at a location other than an individual's home.

B. Necessary Travel. For purposes of this Order, travel is Necessary for any of the following purposes: (1) providing or accessing **Necessary Activities, Minimum Basic Operations, Critical Government Functions, and Critical Businesses**, and other businesses or industries authorized in Section II of this Order; (2) receiving materials for distance learning, for receiving meals, and any other related services from educational institutions; (3) returning to a place of residence from outside the jurisdiction; (4) travel required by law enforcement or court order; (5) travel to transport children between separate households pursuant to a parenting plan or other agreement governing parental responsibilities; (6) non-residents returning to their place

of residence; (7) moving to a new residence, including individuals whose Residence is unsafe due to domestic violence concerns.

C. Critical Business. Any business, including any for profit or non-profit, regardless of its corporate structure, engaged primarily in any of the commercial, manufacturing, or service activities listed in **Appendix F**, must continue to comply with the guidance and directives for maintaining a clean and safe work environment issued by the Colorado Department of Public Health and Environment (CDPHE) and any applicable local health department. **Critical Businesses** must comply with **Social Distancing Requirements** and all PHOs currently in effect to the greatest extent possible and will be held accountable for doing so. A list of Critical Businesses is contained in **Appendix F** to this Order.

D. Critical Government Functions. The provision, operation and support of the following state and local government functions shall continue:

1. Public safety (police stations, fire and rescue stations, correctional institutions, emergency vehicle and equipment storage, and, emergency operation centers)
2. Emergency response
3. Judicial branch operations, including attorneys if necessary for ongoing trials and required court appearances, unless appearances can be done remotely
4. Legislative and executive branch functions
5. Emergency medical (hospitals, ambulance service centers, urgent care centers having emergency treatment functions, and non-ambulatory surgical structures but excluding clinics, doctors offices, and non-urgent care medical structures that do not provide these functions)
6. Designated emergency shelters
7. Communications (main hubs for telephone, broadcasting equipment for cable systems, satellite dish systems, cellular systems, television, radio, and other emergency warning systems, but excluding towers, poles, lines, cables, and conduits)
8. Public utility plant facilities for generation and distribution (drinking water and wastewater infrastructure, hubs, treatment plants, substations and pumping stations for power and gas, but not including towers, poles, power lines, and oil and gas buried pipelines)
9. Transportation. All public and private airports, airlines, taxis, transportation network companies (such as Uber and Lyft), vehicle rental services, paratransit, and other private, public, and commercial transportation and logistics providers necessary for **Necessary Activities**

10. Transportation infrastructure (aviation control towers, air traffic control centers, and emergency equipment aircraft hangars), critical road construction and maintenance
11. Hazardous material safety
12. Services to at-risk populations and **Vulnerable Individuals**
13. Activities related to federal, state, and local elections, including any required acts of a political party, provided **Social Distancing Requirements** are observed to the greatest extent possible
14. Any government service, state or local, required for the public health and safety, government functionality, or vital to restoring normal services

E. Field Services means a service that is being provided out in the field as opposed to a company property, including third party private properties, such as a third party household.

F. Gym means a building or room used for indoor sports or exercise, such as fitness, dance, exercise or group classes, exercise studios and centers, recreation centers, bowling alleys, pools, and other indoor athletic facilities.

G. Horse track means a licensed race track, which is any premises licensed pursuant to this Article 32 of Title 44 of the Colorado Revised Statutes for the conduct of racing. Sections 44-32-102(2)(a), (2)(b), (3), (8) & (24), C.R.S.

H. Minimum Basic Operations. The minimum necessary activities to (1) maintain the value of the business's inventory, ensure security, process payroll and employee benefits, or for related functions; or (2) facilitate employees of the business being able to continue to work remotely from their residences are allowable pursuant to this Order; continue filling online product orders and to process customer orders remotely. Any business supporting **Minimum Basic Operations** must comply at all times with **Social Distancing Requirements**.

I. Non-Critical Office-Based Business means any commercial business that is conducted in an office and not a production environment and is not included in the list of **Critical Businesses** in **Appendix F**.

J. Non-Critical Retail means any retail service that is not included in the list of critical retail services in **Appendix F**. Examples of **Non-Critical Retail** include retailers of clothing, home goods, cell phone stores, mattresses, appliances, thrift shops, apothecaries, vape and tobacco shops, craft, hobby and fabric stores, fishing tackle retailers, sporting goods, boutiques, etc.

K. Limited Healthcare Settings means those locations where certain healthcare services are provided, including acupuncture (not related to personal services), athletic training (not related to personal services), audiology services, services by hearing aid providers, chiropractic care, massage therapy (not related to personal services), naturopathic care, occupational therapy services, physical therapy, and speech language pathology services. These individual services may only be performed with 10 or fewer people in a common business space at a maximum of 50% occupancy for the location, whichever is less, including both employees and patients, e.g. 5 chiropractors providing services to 5 customers, with **Social Distancing Requirements** in place of 6 feet distancing between customers receiving services. Employees must wear medical grade masks at all times, and patients must wear at least a [cloth face covering](#) at all times. Services provided in **Limited Healthcare Settings** that are ordered by a medical, dental or veterinary practitioner, are subject to the requirements of Reference PHO 20-29; otherwise, the services are subject to the requirements of PHO 20-28.

L. Personal Services means services and products that are not necessary to maintain an individual's health or safety, or the sanitation or essential operation of a business or residence. **Personal Services** include, but are not limited to, pastoral services except as specified in **Appendix F**, personal training, dog grooming, or body art and also applies to noncritical professionals regulated by the Division of Professions and Occupations, within the Department of Regulatory Agencies (DORA) including but not limited to services provided by personal beauty professionals such as hairstylists, barbers, cosmetologists, estheticians, nail technicians, as well as massage therapists, whose work requires these professionals to be less than six feet from the person for whom the services are being provided. Massage therapy services ordered by a healthcare professional should consult **Executive Order D 2020 027**. These individual services may only be performed with 10 or fewer people in a common business space at a maximum of 50% occupancy for the location, whichever is less, including both employees and customers, e.g. 5 hairstylists providing services to 5 customers, with **Social Distancing Requirements** of at least 6 feet distancing between different customers receiving services. Both employees and customers must wear at least a cloth face covering or a medical grade mask at all times. Only services that can be performed without the customer removing their mask are permitted.

M. "Safer at Home" means individuals stay in your place of residence as much as possible, and avoid unnecessary social interactions.

N. Social Distancing Requirements. To reduce the risk of disease transmission, individuals shall maintain at least a six-foot distance from other individuals, wash hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer, cover coughs or sneezes (into the sleeve or elbow, not hands), regularly clean high-touch surfaces, and not shake hands.

O. Simulcast facility means a licensed in-state simulcast facility pursuant to this Article 32 of Title 44 of the Colorado Revised Statutes, also commonly referred to as an “off-track betting facility” or “OTB”. Sections 44-32-102(11) & (21), C.R.S.

P. Stay at Home means to stay in your place of residence, which includes hotels, motels, and shared rental facilities, and not leave unless necessary to provide, support, perform, or operate **Necessary Activities, Minimum Basic Operations, Critical Government Functions, and Critical Businesses**.

Q. “Vulnerable Individual” means:

1. Individuals who are 65 years and older;
2. Individuals with chronic lung disease or moderate to severe asthma;
3. Individuals who have serious heart conditions;
4. Individuals who are immunocompromised;
5. Pregnant women; and
6. Individuals determined to be high risk by a licensed healthcare provider.

IV. Postsecondary Institutions. Programs and courses at postsecondary institutions that cannot be conducted remotely, generally due to equipment requirements, may be conducted through limited in-person instruction. Institutions that wish to resume providing in-person instruction must inform the Colorado Department of Higher Education and ensure that **Social Distancing Requirements** are strictly followed. Additionally, students are allowed to opt out of the in-person instruction; such students will be treated no differently than students in all other courses that have ceased in-person instruction due to the COVID-19 situation.

V. Variance Requests. Any Colorado county may request a variance from the Colorado Department of Public Health and Environment authorizing implementation of an alternative COVID-19 suppression plan that differs from part or all the requirements of **Executive Order D 2020 044** or this Order. The variance request must include an alternative COVID-19 suppression plan endorsed by the local public health agency and adopted by the county commissioners or other county-level governing body, in addition to verification from local hospitals that they have the capacity to serve all people needing their care. Further guidance on variance requests is contained in **Appendix G**.

VI. Enforcement

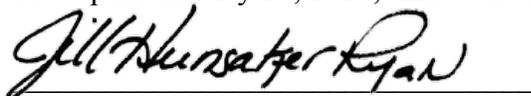
This Order will be enforced by all appropriate legal means. Local authorities are encouraged to determine the best course of action to encourage maximum compliance. Failure to comply with this order could result in penalties, including jail time, and fines, and may also be subject to discipline on a professional license based upon the applicable practice act.

VII. Severability

If any provision of this Order or the application thereof to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

VIII. Duration

This Order shall become effective on Friday May 8, 2020 and will continue to be in effect until 11:59 p.m. on May 26, 2020, unless extended, rescinded, superseded, or amended in writing.



Jill Hunsaker Ryan, MPH
Executive Director

May 8, 2020

Date

Appendix A. Critical and Non-Critical Retail Requirements

Appendix B. Field Services

Appendix C: Non-Critical Office-Based Businesses

Appendix D: Personal Services

Appendix E: Limited Healthcare Settings

Appendix F: Critical Businesses List

Appendix G: County Variance Requests

Appendix H: Non-Critical Manufacturing

APPENDIX A. CRITICAL AND NON-CRITICAL RETAIL REQUIREMENTS

I. Effective April 27, 2020, in addition to meeting the requirements of this Order, and specifically Section II.I, **Non-Critical Retail** may operate and offer goods through delivery service, window service, walk-up service, drive-through service, drive-up service, curbside delivery, or any other manner allowing for strict compliance with mandatory **Social Distancing Requirements**, except as prohibited or limited by this Order. Restricting interactions to curbside pick-up or delivery minimizes touch. **Non-Critical Retailers** are encouraged to continue curbside pick-up or delivery for longer term service wherever possible. **Critical and Non-Critical Retailers** must implement the requirements in Section II.I, in addition to the specific requirements in this Appendix. Indoor malls are addressed separately in Section III of this **Appendix**.

A. **Critical and Non-Critical Retail** must implement the following measures within the workplace to minimize disease transmission:

1. Elevate and increase frequency of [cleaning practices](#), including cleaning and disinfection of high touch areas.
2. Restrict return policy to only items that can be properly sanitized prior to re-selling.
3. Conduct daily temperature checks and monitor symptoms in employees, logging all results. A sample screening tool can be found [here](#). Refer symptomatic employees to the [CDPHE Symptom Tracker](#).
4. Post signage for employees and customers on good hygiene and other sanitation practices.

B. **Critical and Non-Critical Retail** must implement the following measures regarding employees to minimize disease transmission:

1. Provide guidance and encouragement on maintaining 6 foot distancing between both employees and employees and customers.
2. Provide appropriate face coverings and gloves to all employees whenever possible, and also allow employees who can to provide their own appropriate face coverings and gloves for work activities. Employees without face coverings shall not perform tasks that require engagement with the public or with other coworkers.
3. Encourage frequent breaks to allow employees to wash or sanitize their hands.

4. Require employees to stay home when showing any symptoms or signs of sickness.
5. Provide personal protective equipment (PPE) for employees who are managing deliveries, returns, etc.

C. Employers must implement the following measures regarding customers to minimize disease transmission:

1. Require 6 foot distancing measures wherever possible, such as marked space in pick up lines.

II. Effective May 1, 2020, **Non-Critical Retail** may open at fifty percent (50%) capacity for in-person services if the business can demonstrate compliance with all of the following requirements:

A. **Critical and Non-Critical Retail** must continue implementing the measures within the workplace listed in Section I.A of this **Appendix A**, and in addition:

1. maintain 6 foot distancing between patrons and employees;
2. effectively symptom monitor employees as listed in Section II.I;
3. provide face coverings, and gloves as necessary and appropriate, to employees;
4. ensure ability to adequately clean and disinfect both back-room and retail spaces; and
5. provide dedicated, in-store hours for vulnerable or at-risk individuals.

B. **Critical and Non-Critical Retail** must implement the measures regarding employees listed in Section I.B of this **Appendix A**.

C. **Critical and Non-Critical Retail** must implement the measures to minimize disease transmission for customers listed in Section I.C of this **Appendix A** in addition to the following measures:

1. limit the number of customers on the premises as needed to make 6 foot distancing between customers attainable;
2. provide decals and demarcation for waiting area in lines that meet social distancing criteria;
3. create signage encouraging vulnerable and at-risk individuals to refrain from shopping outside of dedicated hours set aside for those who are more vulnerable or at-risk;

4. create signage to encourage the use of masks and gloves by customers while on the premises; and
5. provide hand sanitizer and wipes at entrances and other high-traffic locations to the greatest extent possible.

III. Indoor Malls. Indoor malls must not open to the public for entry. Retailers operating in indoor malls that have their own exterior entrance from the outside may operate as all other **Non-Critical Retail** in accordance with this **Appendix**. Retailers and service providers operating in an indoor mall that do not have their own exterior entrance from the outside remain closed; however, these vendors may establish delivery service, including curbside delivery, in strict compliance with mandatory **Social Distancing Requirements**.

APPENDIX B: FIELD SERVICES

I. Effective April 27, 2020, **Field Services** may resume if the business can demonstrate compliance with the requirements in Section II.I of this Order, in addition to the following requirements specific to **Field Services**:

A. Employers must implement the following measures regarding employees to minimize disease transmission:

1. adhere to all general rules or guidance on social gathering limitations when working out of the office;
2. implement procedures for field-based employees to monitor for symptoms and report-in to management daily on health status.
3. comply with the **Social Distancing Requirements** and maintain a 6 foot distance between employees and from their customers;
4. provide gloves and masks for any customer interactions or work being done in third-party home or office spaces;
5. When scheduling or conducting field services, either the employer or an employee must inquire whether third-party homes have individuals symptomatic for COVID-19 or have been in contact with known positive cases, and exercise caution when inside the home and interacting with anyone in the home if they do;
6. maintain a detailed log of customer interactions to enable contact tracing if it becomes necessary. The log should include name, date, and location of contact, as well as the contact's phone number and/or email address;
7. require that all tools or equipment be sanitized after each customer visit;.
8. prioritize work accommodations for **Vulnerable Individuals**, prioritizing telecommuting;
9. provide guidance and encouragement on personal sanitation, including frequently washing hands. This guidance should include all of the following:
 - a. frequently and thoroughly wash your hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer with at least 60% alcohol;
 - b. cover coughs and sneezes with a tissue, then throw the tissue in the trash, or use your inner elbow or sleeve;
 - c. avoid touching your eyes, nose, and mouth with unwashed hands;
 - d. stay home if you're sick, and keep your children home if they are sick; and
 - e. clean high touch surfaces in your home, and personal items such as cell phones, using regular household products.

B. Employers must implement the following measures regarding customers to minimize disease transmission:

1. provide estimates, invoices, receipts, and other documentation electronically to negate the need for paper;
2. provide contactless payment options in the field whenever possible;
3. encourage customers to maintain 6 foot distancing from field service employees; and
4. encourage customers to use facial coverings when field services are being conducted.

APPENDIX C: NON-CRITICAL OFFICE-BASED BUSINESSES

I. Effective May 4, 2020, **Non-Critical Office-based Businesses** may resume at fifty percent (50%) of their in-office occupancy if the business can demonstrate compliance with the requirements of this Order, including Section II.I, and all of the following:

A. Employers must implement the following measures within the workplace to minimize disease transmission:

1. ensure a minimum of 6 feet of space between all desks and workspaces;
2. modify the flow of people traffic to minimize contacts, such as identifying doors for entry or exit only;
3. conduct standard office cleaning with increased frequency and supplement with sanitization of high touch areas, in accord with [CDPHE guidelines](#);
4. provide employees with cleaning and disinfecting products and guidance on daily workspace cleaning routines; and
5. post signage for employees and customers on good hygiene and new office practices.

B. Employers must implement the following measures regarding employees to minimize disease transmission:

1. maintain in-office occupancy at no more than 50% of total by maximizing use of telecommuting and developing in-office rotation schedules;
2. minimize the number of in-person meetings and maintain 6 foot distancing in those meetings;
3. provide guidance and encouragement on maintaining 6 foot distancing and taking breaks to wash hands;
4. require gloves and masks for any customer interactions; and
5. allow telecommuting to the greatest extent possible.

C. Employers must implement the following measures regarding customers to minimize disease transmission:

1. require 6 foot distancing measures wherever possible, such as marked space in check-out lines;
2. encourage customers to use facial coverings when on the business premises;
3. provide hand sanitizer at entrances and other high-traffic locations; and
4. implement hours where service is only provided to **Vulnerable Individuals** if possible.

APPENDIX D: PERSONAL SERVICES

I. Effective May 1, 2020, **Personal Services** may resume if the business can demonstrate compliance with the requirements of this Order, including Section II.I, and all of the following:

A. Employers and sole proprietors must implement the following measures within the workplace to minimize disease transmission:

1. Employ strict hygiene guidelines and cleaning and disinfection procedures for all contact surfaces and tools, in accordance with [CDPHE Worker and Customer Protection Guidelines for Non-Healthcare Industries](#);
2. Ensure a minimum of 6 feet of separation between clients and customers, including services for pets, when not directly performing service;
3. Post signage for employees and customers on good hygiene and safety measures being taken;
4. Minimize in-home and in-facility services with remote alternatives whenever possible, such as drive-by services or virtual meetings; and
5. Limit individuals, including employees and customers, to no more than 10 people in a common business space at a maximum of 50% occupancy, and all businesses offering services in individual rooms must comply with the requirements of this Order for each room.

B. Employers must implement the following measures regarding employees to minimize disease transmission:

1. Services with close personal contact, such as beauty professionals, massage, etc., must implement the following:
 - a. wear a face covering and gloves at all times, or, if wearing gloves is not feasible or appropriate, meticulous hand washing;
 - c. change gloves and wash hands between every individual or pet served;
 - d. clean and disinfect all shared equipment and tools between every individual or pet served; and
 - e. maintain a detailed log of customer interactions to enable contact tracing if it becomes necessary. The log should include name, date, details of services performed, and location of contact, as well as the contact's phone number and/or email address.
2. Personal services with low personal contact, such as movers or repair services, must implement the following:

- a. maintain a minimum of 6 feet of separation between customers and adhere to social gathering limits of no more than 10 people. For real estate work, open houses are prohibited;
- b. require face coverings and, if feasible, gloves for any customer interactions; and
- c. provide guidance on strict hygiene precautions to employees.

C. Personal Services must implement the following measures regarding customers to minimize disease transmission:

1. provide customer services by appointment only, do not allow walk-ins or waiting for an appointment, and limit all group classes of any kind for individuals or for pets, pet training classes, or other activities associated with picking up pets to no more than 10 customers at a time and all following **Social Distancing Requirements**;
2. require customers to wear face coverings; if a customer does not have a mask, a "disposable mask" could be provided;
3. conduct symptoms check for all customers of services with close personal contact and decline to provide services to anyone who has symptoms. A sample form can be found [here](#); and
4. provide contactless payment options whenever possible.

APPENDIX E: LIMITED HEALTHCARE SETTINGS

I. Effective April 27, 2020, **Limited Healthcare Settings** may resume if the healthcare entity can demonstrate compliance with the requirements of this Order, including Section II.I and may restart voluntary and elective surgeries and procedures in limited healthcare facilities and offices with required personal protective equipment (PPE) in accord with the priorities, requirements, and specific criteria below.

A. Employers and sole proprietors of **Limited Healthcare Settings** must implement the following measures within the overall workplace, including administrative and front office operations, to minimize disease transmission:

1. The practice must have access to adequate PPE in order to sustain recommended PPE use for its workforce for two weeks without the need for emergency PPE-conserving measures. If a practice proposes to extend the use of or reuse PPE, it must follow CDC guidance.¹
2. The practice must implement strict infection control policies as recommended by the CDC.²
3. The practice must ensure a minimum of 6 feet of separation between clients and patients, when not directly performing service, with no more than ten (10) people in a common business space at a maximum of 50% occupancy, and all settings offering services in individuals rooms must comply with the requirements of this Order for each room.
4. The practice must post signage for employees and patients on good hygiene and safety measures being taken.
5. The practice must minimize in-home and in-facility services with remote alternatives whenever possible, such as drive-by services or virtual meetings.
6. Practices must maintain a plan to reduce or stop voluntary and elective surgeries and procedures should a surge/resurgence of COVID-19 cases occur in their region.

B. Employers of **Limited Healthcare Settings** must implement the following measures regarding employees to minimize disease transmission:

1. Services with close, direct personal contact must implement the following:
 - a. wear medical grade mask and gloves at all times;
 - b. change gloves and wash hands between every patient;

¹ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html>

² <https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control.html>

- c. clean and disinfect all shared equipment and tools between every patient; and
 - d. maintain a detailed log of patient interactions to enable contact tracing if it becomes necessary. The log should include name, date, details of services performed, and location of contact, as well as the contact's phone number
2. Services with low personal contact must implement the following:
 - a. maintain a minimum of six 6 feet of separation between customers and limit to no more than ten (10) people in a common business space at a maximum of 50% occupancy.
 - b. require face coverings and, if feasible, gloves for any customer interactions; and
 - c. provide guidance on strict hygiene precautions to employees.
3. The practice must require all administrative personnel to wear a facemask, that can be cloth if necessary. Masks may be removed when social distancing of at least 6 feet if possible (e.g., after entering a private office). In order to ensure staff can take off their masks for meals and breaks, scheduling and location for meals and breaks should ensure that at least a 6-foot distance can be maintained between staff when staff needs to remove their mask. It is important for healthcare settings to emphasize that hand hygiene is essential to maintaining employee safety, even if staff are wearing masks. If the facemask is touched, adjusted or removed, hand hygiene should be performed.

C. Limited Healthcare Settings must implement the following measures regarding customers to minimize disease transmission:

1. The practice must provide services by appointment only, do not allow walk-ins or waiting for an appointment;
2. The practice must require patients to wear face coverings; if a patient does not have a mask, a "disposable medical mask" could be provided;
3. The practice must conduct symptom checks for all patients, decline to provide services to anyone who has symptoms, and refer them to their primary care physician. A sample form can be found [here](#); and
4. The practice must provide contactless payment options whenever possible;
5. The practice must follow social distancing protocols of maintaining at least a 6-foot distance between individuals wherever possible such as in waiting rooms and other small spaces, and should use physical barriers within patient care areas when possible.
6. The practice must appropriately schedule patients, so that providers have sufficient time to change PPE and ensure rooms and equipment can be cleaned and disinfected between each patient.

7. The practice should continue to maximize the use of telehealth and virtual office or clinic visits.
8. The practice should use virtual waiting rooms when possible, with patients who are able to wait in their cars not entering the office until they can be moved immediately to an exam room.
9. The practice should implement source control for everyone entering the office or clinic, including requiring all patients and visitors to wear a cloth mask when entering any healthcare building, and if they arrive without a mask, one should be provided.

D. As best practice, it is recommended that once voluntary and elective surgeries and procedures resume, **Limited Healthcare Settings** reassess their operations every two weeks, in order to ensure:

1. All of the above approaches and criteria are being met;
2. Procedures are prioritized based on whether their continued delay will have an adverse health outcome.
 - a. Voluntary and elective surgeries and procedures should be prioritized based on indication and urgency³;
3. Strong consideration is given to the balance of risks versus benefits for patients in higher-risk groups such as those over age 65 and those with compromised immune systems or lung and heart function;
4. All patients are pre-screened for COVID-19 risk factors and symptoms prior to delivering care, via telehealth when applicable; and
5. Compliance with the guidance and directives for maintaining a clean and safe work environment issued by the CDPHE and any applicable local health department for critical businesses is maintained, including compliance with **Social Distancing Requirements** and all PHOs currently in effect to the greatest extent possible.

³ Urgent and emergent care should continue in accordance with OHA and CMS guidance.

APPENDIX F: CRITICAL BUSINESSES

Critical Business. Any business, including any for profit or non-profit, regardless of its corporate structure, engaged primarily in any of the commercial, manufacturing, or service activities listed below, may continue to operate as normal. **Critical Businesses** must comply with the guidance and directives for maintaining a clean and safe work environment issued by the Colorado Department of Public Health and Environment (CDPHE) and any applicable local health department. **Critical Businesses** must comply with **Social Distancing Requirements** and all PHOs currently in effect to the greatest extent possible and will be held accountable for doing so. **Critical Businesses** do NOT include health clubs as defined in C.R.S. § 6-1-102(4.6), fitness and exercise gyms, and similar facilities, or any of the other businesses required to close by PHO 20-22.

“**Critical Business**” means:

1. Healthcare Operations, Including:

- Hospitals, clinics, and walk-in health facilities
- Medical and dental care, including ambulatory providers
- Research and laboratory services
- Medical wholesale and distribution
- Home health care companies, workers and aides
- Pharmacies
- Pharmaceutical and biotechnology companies
- Behavioral health care providers
- Veterinary care and livestock services
- Nursing homes, residential health care, or congregate care facilities
- Medical supplies and equipment manufacturers and providers, including durable medical equipment technicians and suppliers
- Blood banks

2. Critical Infrastructure, Including:

- Utilities and electricity, including generation, transmission, distribution and fuel supply
- Road and railways
- Oil and gas extraction, production, refining, storage, transport and distribution
- Public water and wastewater

- Telecommunications and data centers
- Transportation and infrastructure necessary to support critical businesses
- Hotels, and places of accommodation, excluding private, short-term vacation-style rentals such as those arranged through an online hosting platform, including but not limited to VRBO or Airbnb, homeowner rentals, and privately owned residences for rent that are rented for a period of 30 days or fewer, except if offered for use for the public health response.
- Businesses and organizations that provide food, shelter, social services, and other necessities of life for economically disadvantaged, persons with access and functional needs, or otherwise needy individuals
- Food and plant cultivation, including farming crops, livestock, food processing and manufacturing, animal feed and feed products, rendering, commodity sales, and any other work critical to the operation of any component of the food supply chain
- Any business that produces products critical or incidental to the construction or operation of the categories of products included in this subsection
- Flight schools, but only for the purpose of FAA-required pilot proficiency, and currency activities and practical checkrides, not for elective routine flight instruction

3. Critical Manufacturing, Including:

- Food processing, manufacturing agents, including all foods and beverages
- Chemicals
- Computers and computer components
- Medical equipment, components used in any medical device, supplies or instruments
- Pharmaceuticals
- Sanitary products
- Telecommunications
- Microelectronics/semiconductor
- Agriculture/farms
- Household paper products
- Any business that produces products critical or incidental to the processing, functioning, development, manufacture, packaging, or delivery of any of the categories of products included in this subsection
- Any manufacturing necessary to support a **Critical Business**

4. Critical Retail, Including:

- Grocery stores including all food and beverage stores
- Farm and produce stands
- Gas stations and convenience stores
- Restaurants and bars (for take-out/delivery only as necessary under **Executive Order D 2020 011** and **PHO 20-22**, as amended)
- Marijuana dispensary (only for the sale of medical marijuana or curbside delivery pursuant to **Executive Order D 2020 011**)
- Liquor stores
- Firearms stores
- Hardware, farm supply, and building material stores
- Establishments engaged in the retail sale of food and any other household consumer products (such as cleaning and personal care products), excluding retailers of only health and nutrition-related products (vitamins, minerals, supplements, herbs, sports nutrition, diet and energy products)
- Establishments engaged in the sale of products that support working from home (this exclusion does not include businesses that primarily sell hobby craft supplies)

5. Critical Services, Including:

- Trash, compost, and recycling collection, processing and disposal
- Mail and shipping services, and locations that offer P.O. boxes
- Self-serve laundromats and garment and linen cleaning services for critical businesses
- Building cleaning and maintenance
- Child care services
- Automobile rental, automobile online sales with no touch delivery service, auto supply and repair (including retail dealerships that include repair and maintenance, but not in person retail sales)
- Warehouse/distribution and fulfillment, including freight distributors
- Funeral homes, crematoriums, and cemeteries, with strict compliance with **Social Distancing Requirements** for employees and any attendees of services
- In-person pastoral services for individuals who are in crisis or in need of end of life services provided social distancing is observed to the greatest extent possible. Houses of worship may remain open, however, these

institutions are encouraged to implement electronic platforms to conduct services whenever possible or to conduct smaller (10 or fewer congregants while ensuring 6 feet in between congregants), more frequent services to allow strict compliance with **Social Distancing Requirements**.

- Storage for **Critical Businesses**
- Animal shelters, animal boarding services, animal rescues, zoological facilities, animal sanctuaries, and other related facilities
- Moving services
- In person group counseling or recovery meetings for substance abuse or behavioral health following social distancing of 6 feet and no more than 10 participants

6. News Media

- Newspapers
- Television
- Radio
- Other media services

7. Financial and Professional Institutions, Including:

- Banks and credit unions
- Insurance and payroll
- Services related to financial markets
- Professional services, such as legal, title companies, or accounting services, real estate appraisals and transactions

8. Providers of Basic Necessities to Economically Disadvantaged Populations, Including:

- Homeless shelters and congregate care facilities
- Food banks
- Human services providers whose function includes the direct care of patients in State-licensed or funded voluntary programs; the care, protection, custody and oversight of individuals both in the community and in State-licensed residential facilities; those operating community shelters and other critical human services agencies providing direct care or support

9. Construction, Including but not Limited To:

- Housing and housing for low-income and vulnerable people
- Skilled trades such as electricians, plumbers
- Other related firms and professionals who provide services necessary to maintain the safety, sanitation, and critical operation of residences and other **Critical Businesses** or **Critical Government Functions**, and other essential services

10. Defense

- Defense, security, and intelligence-related operations supporting the State of Colorado, local government, the U.S. Government or a contractor for any of the foregoing
- Aerospace operations
- Military operations and personnel
- Defense suppliers

11. Critical Services Necessary to Maintain the Safety, Sanitation and Critical Operations of Residences or Other Critical Businesses, Including:

- Law enforcement
- Fire prevention and response
- Building code enforcement
- Security
- Emergency management and response
- Building cleaners or janitors
- General maintenance whether employed by the entity directly or a vendor (including maintenance and repair of ordinary household and business appliances but not in-person retail sales of such products)
- Automotive and bicycle repair
- Disinfection
- Snow removal
- Bail bonds agents
- Pest control

12. Vendors that Provide Critical Services or Products, Including Logistics and Technology Support, Child Care and Services:

- Logistics

- Technology support for online and telephone services
- Child care programs and services
- Government owned or leased buildings
- **Critical Government Functions**

13. Educational Institutions that Provide Critical Services to Students and the General Public:

- P-12 public school and private schools for the purpose of providing meals, housing, facilitating or providing materials for distance learning, and providing other essential services to students, provided that **Social Distancing Requirements** are observed.
- Postsecondary institutions, including private and public colleges and universities, for the purpose of facilitating distance learning, providing in person classroom or laboratory education for less than 10 students per classroom or lab in medical training fields only, or performing essential functions, provided that **Social Distancing Requirements** are observed, such as security, medical and mental health services, housing, food services, and critical research.

APPENDIX G: COUNTY VARIANCE REQUESTS

Governor Jared Polis issued **Executive Order D 2020 044 Safer at Home** effective April 27, 2020. The key elements of the Order are that most people still stay at home as much as possible and avoid unnecessary social interactions; vulnerable populations continue to stay at home except to support or perform necessary activities or participate in critical government functions or critical businesses; there is limited reopening of postsecondary institutions, and certain business operations are permitted; people are still encouraged to stay within their county of residence or employment as much as possible; public gatherings of more than ten (10) persons are prohibited; and Coloradans are advised to wear non-medical cloth face coverings that cover the nose and mouth whenever in public.

Any county that desires to apply for a variance from part or all of the executive order may do so after meeting the following criteria and submitting an alternative COVID-19 suppression plan to be approved or denied by Colorado Department of Public Health and the Environment (CDPHE), attention Executive Director, Jill Hunsaker Ryan, MPH.

Criteria for variance consideration:

- 1) The local public health agency endorses the alternative plan;
- 2) Local hospitals can verify that they have the capacity to serve all people needing their care;
- 3) The county commissioners (or other county-level governing body), or, in the case of the City and County of Denver, the mayor of Denver, or, in the case of the City and County of Broomfield, the city council, vote affirmatively to adopt the alternative plan in place of the state Safer-At-Home order; and
- 4) Counties with sovereign tribal nations (Ute Mountain Ute and Southern Ute Indian tribes) must obtain a letter of support from tribes and include it with their variance application.

The local variance process allows communities that are not experiencing a high rate of transmission to tailor social distancing policies to local conditions, in order to promote community wellness and economic stability. To protect other communities and hospital systems statewide, it is paramount that the local variance process only be used when transmission is at a low enough level to be suppressed through testing and containment efforts to detect positive cases, ensure successful isolation and quarantine close contacts. Examples of local conditions that should be considered in seeking a variance include: a low number of new cases per day, cases declining for the past 14 days, declining positive tests as a percent of total tests for the past 14 days, low and stable case growth rate or equivalent, and having an early warning system to detect an increase in community spread or outbreaks, with triggers for tightening restrictions to

prevent a breach of local hospital system capacity. Considerations and triggers should be documented in the plan submitted to CDPHE.

The following framework is being used by the State of Colorado to move between levels of social distancing. This may be helpful guidance in developing a local request:

Colorado’s Framework for Social Distancing

Stay at Home	Safer At Home	Protect Your Neighbor
<ul style="list-style-type: none"> ● Widespread suppression is required to stem exponential disease transmission ● People are staying at home with limited exceptions ● Healthcare/hospital capacity is still limited ● Testing availability and containment capacity is still being built ● People are encouraged to not travel between counties except for work or to obtain necessary services 	<ul style="list-style-type: none"> ● Disease has been suppressed and hospital capacity is not threatened. ● Health care capacity is increasing ● Testing availability and containment capacity are increasing ● Most people still stay at home as much as possible and avoid unnecessary social interactions ● Vulnerable populations stay home with limited exceptions ● People are encouraged not to travel between counties except for work or to obtain necessary services ● Public health has an early warning system to detect a significant increase in cases or greater demand for medical care 	<ul style="list-style-type: none"> ● Disease transmission is low ● Healthcare capacity is robust ● Testing availability and containment capacity are working at scale ● It’s safer for people to socialize more normally, while taking significant precautions ● Strong protections for vulnerable populations are still needed ● Public health has an early warning system in place to detect a significant increase in cases or greater demand for medical care

The Colorado Department of Public Health and Environment is available to provide technical assistance to any county considering a variance. The department will consider applications for variances based on the submitted plan's rationale for a step down and the presence of an early warning system with triggers for tightening back up. CDPHE reserves the right to approve or deny applications. Counties that choose to not comply with this executive order or an approved variance will be subject to the loss of emergency preparedness funds.

APPENDIX H: NON-CRITICAL MANUFACTURING

I. Effective May 4, 2020, **Non-Critical Manufacturing** may resume if the business can demonstrate compliance with the requirements of this Order, including Section II.I, and all of the following:

A. Employers must implement the following measures within the workplace to minimize disease transmission:

1. Create and implement policies or procedures for all of the following:
 - i. Limiting group interactions to keep any group less than ten (10) people by
 - a. staggering of shift changes, breaks, lunches, etc., and
 - b. eliminating all-staff in-person meetings or lunches;
 - ii. Modifying the flow of people traffic to minimize contacts, such as arranging one-way flow of work and people;
 - iii. Implementing 6 foot distancing and impermeable barriers between employees whenever possible;
 - iv. Limiting the sharing of tools, equipment, or other resources to the greatest extent possible, and if not feasible, implement cleaning and disinfection protocols as often as possible for any such shared tool, equipment and resources; and
 - v. Requiring hand washing upon arrival and before departure, establishing set hand washing time frames throughout shifts, and providing additional hand washing stations if possible.
2. Conduct cleaning protocols as follows:
 - i. Daily deep cleaning and disinfecting and full cleaning in-between shifts in accordance with [CDPHE guidance](#); and
 - ii. Establish protocols to increase the frequency of sanitization in work and common spaces, following OSHA requirements and CDPHE guidance, [found here](#);
3. Provide contactless options, such as entry to the worksite, payments, etc., whenever applicable and possible;
4. Use paperless, electronic options whenever possible to reduce the use of sharing paperwork;
5. Ensure ventilation of work and break areas is in line with [OSHA guidance](#);
6. Support transportation arrangements that discourage carpooling; and
7. Develop a Preparedness and Response document in accordance with OSHA guidance.

- B.** Employers must implement the following measures for employees to minimize disease transmission:
1. Provide guidance about how to comply with 6 foot distancing;
 2. Designate workers to monitor and facilitate distancing on processing floor lines;
 3. Require employees to use masks or face coverings, except where doing so would inhibit that individual's health;
 4. Require employees to wash their hands upon arrival to and before departure from the facility, as well as frequently during workshifts, in accordance with the policy required in Section I.A.1.vi of this **Appendix**;
 5. Disinfect work stations between shifts and/or at the end of the workday;
 6. Group employees into teams or shifts that remain together;
 7. Stagger employee lunch and break times;
 8. Encourage all employees not critical to in-person operations to continue working from home or working remotely; and
 9. Encourage the wearing of masks or other face coverings while carpooling or taking other forms of public transportation.
- C.** Employers must implement the following measures regarding customers to minimize disease transmission:
1. Prohibit entry to the worksite of all non-essential external visitors;
 2. Conduct symptom checks for any essential visitors who will interact with employees;
 3. Require essential visitors to wear masks or face coverings; and
 4. Encourage 6 foot distancing and implement procedures to limit person-to-person interaction in inbound/outbound shipping areas.



**City of Louisville COVID-19 Reopening Plan:
First Phase of Facility and Service Reopening
May 8, 2020**

The City of Louisville closed all facilities on March 16, 2020 at 5 pm in an effort to protect public health and prevent the spread of the coronavirus. This action was consistent with recommendations of Boulder County Public Health (BCPH) and the Colorado Department of Public Health and Environment (CDPHE). The City has been operating under the Colorado Stay at Home order, which expired on April 27. Boulder County Public Health extended that order until May 8, 2020, when the City will transition to the State Safer at Home order or any BCPH orders that may supersede the State order.

The City's plan for reopening facilities and services is based on our commitment to protect City staff and residents, and in adherence to the most up to date State of Colorado and Boulder County public health orders. The City is following state and local public health recommendations for phased reopening, CDC guidelines, and a phased approach for reopening outlined by the American Enterprise Institutes National Coronavirus Response: A Road Map to Reopening. The Reopening Plan is informed by the City's overarching Recovery Plan, which helps define the roles and functions of each City department in disaster recovery.

The Plan provides an overview of the services and programs that will resume during the phases of reopening and the way in which these services will be delivered. At this time, the City is focused on Phase One of the recovery, which may occur during the Colorado Safer at Home public health order and will be dependent on available state and local guidance. The plan includes operational guidelines applicable at all City facilities open to the public and those with ongoing staff operations, as well as facility-specific protocols for employees and the public.

The City has outlined the following principles to help guide the process of recovery and reopening:

- The health, safety and well-being of our employees and the residents of the City of Louisville are our top priority throughout reopening and recovery.
- The City will work to support the economic health of our residents, businesses and our organization through the process of recovery.
- The City will approach facility reopening carefully and with caution, evaluating the risks and rewards associated with each step toward recovery.
- The City commits to working collaboratively with our partners and supports alignment in our recovery efforts.

- The City will only move forward with reopening efforts if they are in compliance with state and county health guidelines.
- The City will remain flexible and nimble in planning and implementing recovery efforts, recognizing the pandemic response is dynamic and rapidly changing.
- Robust community engagement and response will be integral to the City's recovery process.

Reopening and Recovery Phases:

The State of Colorado has released a three-level strategy for restrictions necessary to prevent the spread and recovery from outbreaks while protecting vulnerable populations and allowing for economic growth and sustainability.



This leveled approach is also aligned with national guidance recommendations for ensuring that reopening can occur once certain public health milestones have been met.

- **Phase 1: Slow the Spread**
 - Goals include slowing transmission, increasing testing capacity and ensuring health care system has capacity to safely treat patients.
 - Triggers for next phase include sustained reduction for 14 days, health care system has capacity to safely treat patients, state can test all people with symptoms and state can actively monitor confirmed cases/contacts.
- **Phase 2: Reopen, Based on State and local data**
 - Goals include lifting strict physical distancing measures and allowing majority of businesses/schools to reopen.
 - Triggers for next phase include vaccine has been developed/tested and receives FDA emergency use authorization.
- **Phase 3: Establish Protection & Lift All Restrictions**
 - Goals include preventing infection, treating those with early disease, providing prophylaxis for those exposed, building population-level immunity and lifting all physical distancing measures.

This plan may be updated regularly to reflect the most recent public health guidance. The City will update this reopening plan throughout each of the phases of the pandemic and associated restrictions.

Facility and Program-Specific Reopening

Following is an outline of the first phase reopening plan for each City facility, department and program. Every facility **MUST** adhere to all of the operating guidelines outlined at the end of this document, entitled **COVID-19 Operational Guidelines for all City Facilities**. Additional operating guidelines and procedures specific to each facility or department are outlined in the sections below. It should be noted that once reopened, each facility, department or program plan may require adjustments in order to remain in compliance with current state and local public health guidelines.

I. City Hall

The Phase One reopening of City Hall will include public access to in-person services for the Planning and Building Department, Public Works, Finance Department, Human Resources and City Manager's Office. Information Technology does not directly serve the public, and will continue to work remotely and coordinate with employees for in-person services when needed.

Hours of Service/Public Access:

- City Hall will be open limited hours. Staff recommends initial opening hours would be **Tuesdays and Thursdays from 8:00 am to 12:00 pm.**
- In-person services will be provided by appointment only. Residents will contact the department they wish to meet with and set up appointments during these open hours.
- Only the first floor of the City Hall building will be open to the public.
 - Any services needed with second floor departments (HR, CMO and PW) will be pre-scheduled and will be conducted in the first floor Spruce Room.
 - The First floor bathrooms will be open for public use.
- Limited staff will be available in each department, so the public may not be able to see any employee from the department with which they are working.

City Hall specific safety measures:

- Plexi-glass barriers will be installed at all customer service counters/windows, including:
 - Front desk
 - Planning counters (2)
 - Clerk's office
 - Human Resources
- Floor markings will be provided to remind customers to stay back from the counters, and to keep 6 feet distance from customers.
- Stanchions/barriers will be used to mark off certain areas of the office, such as finance, and to close the stairs to the second floor.
- Sanitization station will be provided at the main entrance of City Hall.
- Sanitization supplies will be provided at all desks, and in the Spruce Room.
- Deep clean of City Hall will occur every Tuesday and Thursday evening.
- Signage will be placed on the entrance doors and within the facilities to inform the public:
 - Hours of in-person City services operations.
 - Please sanitize hands upon entrance.
 - Masks are required for everyone in the building. Maintain 6 ft. distance from all City employees and other patrons at all times.
 - If the line of patrons extends to the entrance door, please wait until the line is shorter before entering the building.
 - All website and phone contact information will be provided on signs.

A. **Planning and Building Safety**

The Phase One reopening plan for the planning and building safety department will be to provide limited essential in person services at City Hall, but primarily continue to provide essential services remotely. Essential services include building safety services (inspections and plan reviews) and current planning case management services. The plan will also allow for remote board and commission meetings, and the potential for in-person Planning Commission meetings under certain circumstances.

All Planning and Building staff will be involved in the onsite services during the first reopening phase, at various times/shifts. All staff will be staggered between working at home and on-site schedules to minimize the number of staff in the office at any time.

Programs/Services available:

- Board and Commission meetings may resume. Hold virtual meetings for Boards and Commissions for projects allowed under City policy and which staff finds the meeting type practical for public comments and fair hearings. Institute distancing in public meeting rooms for Board and Commission meetings if procedures in place for onsite/in person meetings. Consider ways to allow remote comment by phone or video conference, even with in person meetings.
- Building Inspections – the Building Department will continue to do inspections subject to the most recent State of Colorado Public Health Order.
 - Inspections of new construction projects will continue when deemed safe at the sole discretion of the inspector.
 - Inspections of items that are fully outdoors (such as roofing, siding, underground plumbing, decks, etc.) will continue as normal.
 - Inspectors must be able to maintain a minimum distance of six feet (6') from all other persons during the duration of the inspection. Inspector may require that no contractors be on site for a period prior to the inspections taking place.
 - Video inspections or other electronic inspections (e.g. submittal of photos and certifications) will take place on buildings that are occupied or required by the inspector. The City will use Zoom, Skype, FaceTime as the media for the inspections. For the electrical, plumbing and mechanical work that was inspected by video, the contractor must submit an affidavit certifying that the work was completed in compliance with the city's adopted codes and provide their state license number for electrical and plumbing.
 - Building plans must be outside in an area protected from the weather for the inspector to review.
- Building Permit Applications/Plan Review-
 - All building permits, applications, and contractor licensing will be processed online. Exceptions may be considered on a case by case basis for homeowners completing their own work and other minor permit types.
 - In the event that in-person services, or plan review are needed, patrons may visit the Planning Department during the limited City Hall hours.
 - Drop off and pick up of plans may be offered in the City Hall vestibule if patrons are not available during limited City Hall hours.
 - "Over the Counter" virtual plan review may be set up with Zoom meeting appointments at a standard time to try and replace the previous Tuesday morning over the counter review services.

- Planning and Zoning Cases - The city will continue to process planning and zoning cases remotely. Documents should be provided electronically unless there is a need for larger format paper copies to facilitate review.

Planning and Building specific safety measures:

- Separate Plans Analyst and Inspector Work Stations and have designated rather than shared counter space
- Separate Planner II and Hist. Pres planner work stations or not allow them to work on same day
- Senior admin and permit tech may not work on same day due to proximity of work stations.

Revenue/Expense Considerations:

Building permit fees, inspection fees, planning case fees, and all other Planning and Building Safety related revenues have been able to continue through remote service delivery. Staff have been completing work remotely, and there are no increased expenses related to providing some in-person services, except for the cost of increased public health safety measures. Working remotely for an extended period of time may result in some increased costs related to in-home office furniture to ensure safe and ergonomic work stations and some office supplies. Reopening for limited in-person services will have limited impact on revenues or expenditures.

B. Finance Department

The Phase One reopening plan for the Finance Department will be to continue to provide remote finance, budgeting, sales tax and utility billing services while providing limited in-person services.

Finance staff involved in the onsite services during the first reopening phase will be limited. There may be rotating staff to assist with sales tax and utility billing issues available by appointment only. All staff will be staggered between working at home and on-site schedules to minimize the number of staff in the office at any time.

Programs/Services available:

The Finance Department will continue to provide all remote and online services, and limited in-person services by appointment only:

- Sales and Use Tax
- Utility Billing
- Business audit services

Finance specific safety measures:

- Finance staff may take in-person appointments at the City Hall front desk, or in the Spruce Conference Room.

Revenue/Expense Considerations:

Sales tax collection and utility billing have been able to continue through remote service delivery. Staff have been completing work remotely, and there are no increased expenses related to providing some in-person services, except for the cost of increased public health safety measures. Reopening for limited in-person services will have limited impact on revenues or expenditures.

C. City Clerk's Office

The Phase One reopening plan for the Clerk's Office will be to continue to provide remote permitting and licensing services and public records access, while providing limited in-person services by appointment only.

Clerk's Office staff involved in the onsite services during the first reopening phase will be limited to the City Clerk and Deputy City Clerk .

Programs/Services available:

The Clerk's Office will continue to provide all remote and online services, and limited in-person services by appointment only:

- Permitting
- Licensing
- Records requests
- Board and Commission program

Revenue/Expense Considerations:

Clerk's Office services have been able to continue through remote service delivery. Staff have been completing work remotely, and there are no increased expenses related to providing some in-person services, except for the cost of increased public health safety measures. Reopening for limited in-person services will have limited impact on revenues or expenditures.

D. Human Resources

The Phase One reopening plan for Human Resources includes the continuation of remote services for staff and the public seeking employment information with the City, as well as limited in-person services for staff by appointment only.

Human Resources staff involved in the onsite services during the first reopening phase are included in the list below. All staff will be staggered between working at home and on-site schedules to minimize the number of staff in the office at any time.

- Human Resources Director
- Human Resources Manager
- Senior Human Resources Manager
- Human Resources Technician

Programs/Services available:

Human Resources will continue to provide all remote services, and limited in-person services for employees by appointment only:

- Benefits issues
- Employee relations matters
- New employee onboarding
- Training and Learning development (remote only)

Revenue/Expense Considerations:

Human Resources services are internal administrative services and shifts in service delivery will have limited revenue or expense impacts.

E. City Manager's Office

The Phase One reopening plan for the City Manager's Office, including Economic Vitality, will be to continue to provide all services remotely with limited in-person services for staff and residents by appointment only.

City Manager's Office and Economic Vitality staff involved in the onsite services during the first reopening phase will be limited. All staff will be staggered between working at home and on-site schedules to minimize the number staff in the office at any time.

- City Manager
- Deputy City Manager
- Assistant City Manager for Communication and Special Projects
- Executive Administrator
- Economic Vitality Director

Programs/Services available:

All City Manager's Office programs, including communications, sustainability, arts and special events, intergovernmental relations and other programs will continue to operate remotely through this phase of reopening. Economic vitality services, including small business grant assistance, business retention and attraction, and consultation with businesses will continue remotely, unless on-site or in-person meetings are deemed necessary by the Economic Vitality Director, in which case they may be completed by appointment only.

Revenue/Expense Considerations:

All City Manager's Office and most Economic Vitality services have been able to continue through remote service delivery. Staff have been completing work remotely, and there are no increased expenses related to providing some in-person services, except for the cost of increased public health safety measures. Reopening for limited in-person services will have limited impact on revenues or expenditures.

II. Public Library

The Phase One Service Plan for the Louisville Public Library strives to provide patrons limited, scheduled access to physical materials while closely following all federal, state and local orders and guidelines for public health and safety. During this phase Library staff continues to produce rich and varied online content, and engage with our community via all of our virtual channels. Library staff will offer no in-person events of any size.

Library staff that will be involved on-site (staggered hours, broken into two separate service teams) for this level of service delivery:

- Library Director
- Support Services Coordinator, Communications Lead (public and staff)
- Circulation Services Supervisor, Team 1 Lead
- Youth Services Supervisor, Team 2 Lead
- Adult Services and Materials Management Supervisor, Team 3 Lead

Hours of Service/Public Access:

No in-person events or programs will occur at the library during this time. There will be no public access to the building, only staff access.

- Hours/days for curbside pick-up TBD
- Patrons will use online curbside pick-up scheduling to select the time desired during hours of service.
- No public access to the building will be allowed.

Programs/Services available:

- Exterior book returns open
- Limited holds allowed on materials at FLC libraries
- Prospector and Statewide courier may reopen
- Patrons may collect requested items at curbside during set hours
 - Online reservation system for patrons to schedule pickup
 - Staff available for those unable to use online system, “drop-ins”
 - Contactless system – All items in bags.
 - Staff drop bag of items on table or cart, patron picks up once employee is back in the building.
- Picture book and easy reader “We browse for you” service to deliver 10 themed picture books curbside
- Family make & takes (craft projects) delivered curbside
- 3D printing emailed requests delivered curbside
- Homebound touchless delivery for those unable to leave the house
- Virtual services and information continue

Library-specific safety measures:

In addition to the safety and sanitization measures applied at all facilities, the following protocols will be applied at the library.

- Book carts when emptied of materials
- Returned materials sit in bins for at least 24 hours
- Holds sprayed and wiped before going into the curbside delivery bag

Facility changes necessary to accommodate reopening:

- Part of north surface parking reserved for curbside. Four spots reserved for patrons picking up holds curbside.
- Every other parking space blocked off.

Revenue/Expense Considerations:

Some Library services have been able to continue through remote service delivery. Staff have been completing work remotely and have been reassigned to assist with other projects (in other departments), there are no increased expenses related to providing some in-person/curbside services, except for the cost of increased public health safety measures. One revenue consideration is the funding received by the Town of Superior. All remote services have been available to the general public, so Superior residents could access them as well. Reopening for limited curbside, in-person services will have limited impact on revenues or expenditures.

III. Police Department/Municipal Court

The Phase One reopening plan for the Police Department and Louisville Municipal Court strives to fulfill the City's role to provide limited, in-person court services consistent with state and local orders and guidelines for public health and safety. The Court will continue to send pleas by mail when possible to allow people to resolve their case without coming to the building. **To protect City of Louisville Police Officers, the Police Department will remain closed to the public, except for on Court days when only Court services will be available by appointment only.**

Courts Staff involved in the onsite services during the first reopening phase include:

- Municipal Judge
- Prosecuting Attorney
- Bailiff
- Court Coordinator
- Police Officer assistance as needed.

Depending on size of the docket, Records Coordinator, Records Assistant, or Deputy City Clerk may be needed.

Hours of Service/Public Access:

The prosecuting attorney is offering pleas by mail on some cases that do not require a court appearance. The May 26 Court date may require staff to continue a large number of cases to a later date to keep the docket small enough to keep people spread out. Additional days may be needed if dockets are large and if appointments need to be spread out over multiple days.

Programs/Services available:

The Municipal Court is currently accepting online payment for any violations, and the prosecuting attorney is offering pleas by mail. The Municipal Court will reopen on a limited basis to address violations of the Louisville Municipal Code in front of a judge, meet with the prosecuting attorney, and accept payment for violations.

Court-specific safety measures:

- No bag, belts, hats, or purses allowed in the Court room (so bailiff does not need to search/touch them).
- Defendant and attorney or parent (if a minor will) be allowed in the Courtroom, no other guests.
- The total number of people in the lobby and Court will be strictly limited based on current regulations. This may require some people waiting outside or in their cars until they are called.

Revenue/Expense Considerations:

Court has been suspended and not in operation since early March. Therefore no revenues have been collected from fees or fines associated with the Courts. Staff have been completing some work remotely, and there are no increased expenses related to providing some in-person services, except for the cost of increased public health safety measures. Reopening limited in-person Court services will have limited impact on expenditures and will allow the City to collect any fees and fines associated with code violations.

IV. City Services

Under normal circumstances, the City Services building offers very limited public access and services. City Services building will remain closed to the public through Phase One reopening.

V. Recreation and Senior Center

The Phase One reopening plan for the Recreation and Senior Center includes limited in-person programming and services, as the Safer at Home phase does not allow for gyms to reopen at this time. If the Safer at Home order is modified to permit the opening of gyms, the City will begin to open the Recreation Center for limited hours with access to select services where public health guidelines can be met and social distancing can be maintained. During the current reopening phase the Recreation and Senior Center will continue to offer a wide variety of online content, the senior meal-site curbside service will continue, and later (early June) the summer day camp program is planned to begin consistent with any public health guidelines.

Recreation and Senior Center Staff that will be involved on-site for this level of service delivery:

- Recreation Superintendent
- Recreation Manager
- Recreation Supervisors I & II (8)
- Recreation Facility Assistant
- Community Resource Coordinator
- Meal Site Coordinator & Program Assistant
- Head Lifeguard (2)
- Lead Lifeguard (2)
- Pool Maintenance Technician
- Facility Maintenance Technician

Hours of Service/Public Access:

There will be no public access to the Recreation and Senior Center during Phase One reopening, with the exception of Summer Camp participants.

Programs/Services available:

- Summer Day Camp - Summer Camp activities are planned for reopening later (early June), depending on ability to meet public health guidance required by the Safer at Home order. The summer camp program provides important services for families who work, and this activity is allowable under the Safer at Home order with all public health and safety limitations outlined in this plan.
 - Hours of service for Day Camp will remain as originally scheduled.
 - Summer camp program changes:
 - Provide in groups of 10 or less
 - No rotations of children or groups will occur
 - Will no longer include an aquatics component
 - Will include outdoor activities accessible within walking distance from the Recreation Center, and that do not require vehicle transport. Utilize parks and shelters for campers
 - Number of participants will depend upon:

- Number of families registered that wish to participate
 - Number of counselors available to facilitate small groups (staff will be redeployed to assist with Summer Day Camp as appropriate)
 - Space available in Recreation and Senior Center to facilitate smaller groups
- Staff training and parent orientation will occur remotely:
 - A parent meeting will be held in person or available to parents via email
 - All staff training held in person at the Louisville Recreation Center or through Zoom
 - Online trainings will be provided at home prior to start of training week
- The Senior Center will remain closed through the Governor's Safer at Home phase, as the order includes specific direction that vulnerable populations and seniors must continue staying home except when absolutely necessary.
 - Curbside Senior Meals will continue to be provided daily.
 - Senior health and wellness phone calls will continue.
 - Recreation and Senior Center staff will continue to assist with Meals on Wheels food delivery.
 - Online senior programming will continue.
 - Senior social services and case management will continue remotely.

Recreation & Senior Center specific safety measures:

In addition to the safety and sanitization measures applied at all facilities, the following protocols will be applied at the Recreation & Senior Center.

- All campers, parents and the City will adhere to public health and safety requirements, and public health guidelines for child care [link included here]
- Plexiglass shields will be installed at front desk
- Credit card transactions only, no cash
- Limited number of patrons – limited to Summer Camp children and families
- Removal of all social area furniture in the facility
- Cover drinking fountains (patrons would be allowed to use bottle fillers)
- Use of select portions of the Recreation and Senior Center for Summer Camp activities

Facility changes necessary to accommodate reopening:

- HVAC updates including adjusting air settings for a better dilution factor and purchasing HEPA rated filters.

Revenue/Expense Considerations:

As of the end of April, the Recreation and Senior Center has lost approximately \$375,000 in operational revenue based on 2019 revenues during the same time period (March 16th – April 30th). If the closure extends through May the facility will forego approximately \$220,000 in operational revenue. Once the facility is able to reopen, both access to the facility as well as the types and levels of programming will likely be limited based on state and county public health regulations. This will result in ongoing decreases to operational revenue with likely reductions in revenue for memberships and programming revenue.

Based on initial projections, the Summer Camp program will begin to generate revenue once camp begins. Whether or not this revenue will offset the costs is yet to be determined. Revenues for Summer Camp will depend upon the number of children enrolled, and staff are currently surveying enrolled families to determine if they will participate. Costs to operate will depend on the required group size, number of councilors and other factors. Summer Camp typically generates revenue, however the program may not generate revenue this year due to these additional costs. The operation of Summer Camp would serve as a community benefit to those families who are in need of child care during the summer while school is out.

The senior meal site will continue to exceed projected/budgeted costs, however Boulder County AAA funding will assist with increased costs of food resources. This additional assistance is not likely to cover the entire increase in costs associated with this program. Recreation and Senior Center staff redeployed to assist with senior meal site curbside delivery have kept other operational costs neutral.

VI. Coal Creek Golf Course (CCGC)

The Coal Creek Golf Course reopened to the public on April 25, 2020. The CCGC is now offering touch-free golf by reservation. The reopening plan for business operations for the CCGC is attached. The maintenance and operations reopening procedures are captured below.

Golf Course staff providing on-site operations includes:

Head Golf Pro, Assistant Golf Pros (2 positions)
Operational Staff
Course Superintendent, Assistant Course Superintendent
Course Maintenance Staff

Hours of Service/Public Access:

Hours will be based on weather and available staff. Public access will be limited to those that book and pay remotely.

Programs/Services available:

- Walking and carts available for one person only.
- Driving Range, chipping green, putting green and punch bowl green will be open for golfers while maintaining proper social distancing.
- Sweet Spot Café will be open for take away food and beverage services.
- Bathrooms will be available in the clubhouse and on the course.

CCGC-specific safety measures:

In addition to the safety and sanitization measures applied at all facilities, the following protocols will be applied at CCGC.

Operational Protocols

- Extended tee time intervals to 12 minutes (normally intervals are between 8-9 minutes)
- Clubhouse will be closed and patrons must book and pay remotely.

- Pencils, tees, scorecard and social distancing guidelines will be distributed at the first tee.
- Common items like rakes, ball washers and water coolers will be removed from the course.
- Flagsticks will stay in place with instructions not to remove. Cups will be modified so players can remove their ball without touching the cup and flagstick.
- Additional cleaning and sanitation of bathrooms will take place multiple times during the day.
- Staff will be wearing masks and gloves and players are strongly encouraged to wear a mask while on the course.
- Players are encouraged not to congregate before, during or after their round of golf.
- Players should not arrive more than 15 minutes prior to their tee time and should leave the course immediately after their round.

Maintenance Protocols

- Maintenance staff are staggering work schedules to minimize the number of staff in the shop at any given time.
- Staff are working independently on the course as much as possible. When working in groups, social distancing guidelines are being followed.
- Only one staff person is allowed per piece of equipment.
- Machinery is being cleaned and sanitized after each use.

Revenue/Expense Considerations:

CCGC was closed from March 18th through April 24th. In the first quarter of 2020, CCGC had budgeted a loss of \$94,026. The actual loss for that quarter was \$147,066. This is an additional loss of approximately \$53,000. This is due to a number of circumstances including increased labor expenditures, pro shop merchandise expenditures and decreased playable days due to the pandemic. CCGC will expect to see a significant drop in year over year revenue in April due to the closure as well. Moving forward, the City will look to public health guidance around opening other CCGC programs such as lessons, driving range and programming that can be implemented safely.

VII. Louisville Historical Museum

The Historical Museum will remain closed throughout Phase One or until it is deemed safe to start to reopen in a limited capacity. Staff will start to evaluate opportunities to reopen the Museum, which could allow visitors and residents on-site educational opportunities to access the museum and museum campus in small groups (not to exceed 10 people), while adhering to all public health and safety requirements. This approach would allow the museum to manage visitors and maximize the use of outdoor space while allowing visitors to experience the museum facilities and collection. All visits will be conducted by appointment only. The Historical Museum staff have also been developing digital content, online activities and tools, and this remote online work will continue to be developed and available to the public.

Staff involved in the Phase One reopening of the Museum will include:

- Museum Coordinator
- Museum Techs

Hours of Service/Public Access:

- The Museum will remain closed until further notice.
- When the Museum reopens, it could be for scheduled for individual small group tours between 10am and 3pm on Tuesday – Saturday.
- Minimum of 24 hour notice required to schedule tours.
- Only one tour may occur at a time.

Programs/Services available:

- Individual/private tours of the museum and campus when the Museum reopens.
- The Museum is currently considering two downtown walking tours in June (with a maximum of 9 people who will be able to register, plus the tour leader), pending public health guidance.
- Continue to build/expand digital content, such as the History at Home series, and work on social media and marketing efforts.
- Continue publication of *The Louisville Historian* that is mailed or given out to about 1000 paying members and about 200 City staff members and members of the public.
- The Museum staff is planning two interactive initiatives for this summer: a challenge to re-create historic photos at home and a series on family history.
- Staff will continue its ongoing efforts to support schools and provide helpful resources to teachers.
- Distribution, collection and cataloging of COVID-19 Experience Kits and encourage submissions.
- The Museum will promote the display in the Jacoe Store front windows as a walk-by exhibit.

Museum-specific safety measures:

- After giving future tours, the staff member will disinfect areas visited, turn off lights, lock and secure buildings.
- The staff is researching the use of specific disinfectants to use on delicate materials.

Revenue/Expense Considerations:

There are limited revenue and expense considerations with the Museum. There will be no charge for tours or programs, and museum staff continue to provide digital contents through initial phase of reopening.

VIII. Other City Facilities and Amenities

The Phase One reopening for other City parks and recreation facilities will be consistent with the current state and local guidelines, specifically the prohibition on gatherings of 10 or more.

Parks and Open Space staff will continue to maintain all Parks and Recreation facilities, including ball fields, courts, parks, playgrounds, and shelters/pavilions.

The following facilities will **remain closed** until the City receives specific guidance around how to safely permit their opening and manage the associated resource and enforcement needs.

- Playgrounds
- Skatepark
- Ballfields
- Park Shelters/Pavilions
- Memory Square Pool

Tennis Courts:

The Phase One reopening of tennis courts will include drop-in use only and will begin on Monday, May 11.

Hours of Service/Public Access:

- Tennis courts will be open for drop-in use daily from 6am – 10pm.

Programs/Services available:

- Courts will be open for drop-in use for both single and doubles play. Per public health guidelines participants can play ONLY with less than four people and ONLY with those from your own household. Please see additional safety regulations below.

Tennis Court specific safety measures:

- Signage will be placed on the entrances to provide the following information:
 - If you are sick, stay home. Contact a health care provider for guidance if you are experiencing symptoms of COVID – 19.
 - Per current public health guidelines participants can play ONLY with less than four people (singles or doubles) and ONLY with those from your own household.
 - No more than 4 people per court at any given time.
 - If the maximum number has been reached the area is considered full and you should return at a later time. Do not congregate at the facility.
 - Participants shall practice social distancing (6ft apart) at all times.
 - Participants should label and only utilize their own tennis balls. Do not share equipment.
 - Errant tennis balls will be returned to the owner via foot or racquet push of the ball.
 - Use every other court when applicable.
 - Avoid physical contact. No handshakes, high fives or other physical contact between participants.
 - Please be respectful of others that want to use the courts, limit use to 1 hour.
 - Participants should leave the courts immediately after they conclude their matches and should not congregate before, during or after their matches. .
 - Failure to follow guidelines could result in loss of privileges and potential closure of facilities.

Basketball Courts:

The Phase One reopening of basketball courts will include drop-in use only and begin on Monday, May 11.

Hours of Service/Public Access:

- Basketball courts will be open for drop-in use daily from 6am – 10pm.

Programs/Services available:

- Courts will be open for drop-in use only. Per public health guidelines participants can play ONLY with less than four people and ONLY with those from your own household. Please see additional safety regulations below.

Site specific safety measures:

- Signage will be placed on the entrances to provide the following information:
 - If you are sick, stay home. Contact a health care provider for guidance if you are experiencing symptoms of COVID – 19.
 - Per current public health guidelines participants can play ONLY with less than four people and ONLY with those from your own household.
 - No more than 4 people per court at any given time.
 - If the maximum number has been reached the area is considered full and you should return at a later time. Do not congregate at the court.
 - Participants shall practice social distancing (6ft apart) at all times.
 - Avoid physical contact. No handshakes, high fives or other physical contact between participants.
 - Please be respectful of others that want to use the courts, limit use to 1 hour.
 - Participants should leave the courts immediately after they conclude their games and should not congregate before, during or after their games.
 - Failure to follow guidelines could result in loss of privileges and potential closure of facilities.

Revenue/Expense Considerations:

- Currently there would be no expenses incurred beyond normal maintenance and potential enforcement of public health requirements. Drop-in use of the courts generates no revenue but is considered a community amenity.

Community Park Dog Park & Davidson Mesa Off-Leash Area (DOLA):

The Phase One reopening of dog off-leash areas will include drop-in use only and begin on Monday, May 11.

Hours of Service/Public Access:

- Dog off-leash areas will be open daily with the following hours:
 - Community Park Dog Park: 6am – 10pm.
 - Davidson Mesa Off-Leash Area: One hour before sunrise and one hour after sunset.
 - There could be periodic closures of the DOLA due to wet/muddy conditions.

Programs/Services available:

- Dog off-leash areas will be available for drop-in use. Per public health guidelines participants must maintain proper social distancing (6ft) at all times and must not congregate in groups larger than 10 people. Please see additional safety regulations below.

Site specific safety measures:

- Signage will be placed on the entrances to provide the following information:
 - Public entering the city amenity must wear a mask or face covering. Once in the dog off-leash area, facial coverings may be removed if social distancing of 6 feet can be maintained.
 - If you are sick, stay home. Contact a health care provider for guidance if you are experiencing symptoms of COVID – 19.
 - Users shall practice social distancing (6ft apart) at all times.
 - Do not congregate in groups larger than 10 people.
 - Users should leave the off-leash area immediately and should not congregate before, during or after use of the amenity.
 - Failure to follow guidelines could result in loss of privileges and potential closure of facilities.

Revenue and Expense Considerations:

- Currently there would be no expenses incurred beyond normal maintenance and potential enforcement of public health requirements. Drop-in use of the dog off-leash areas generates no revenue but is considered a community amenity.

IX. Arts and Special Events

The Phase One opening of arts programming and special events seeks to allow for opportunities for residents to experience arts and cultural events, while maintaining consistency with current state and local guidelines, specifically the prohibition on gatherings of 10 or more.

The Arts and Events Program Manager is monitoring state and local public health orders and revisiting City sponsored and public/private events planned on City facilities on a continual basis to determine what events may move forward, be postponed or rescheduled, or cancelled.

Programs/Services Available:

During Phase One when the City is operating under the Safer at Home orders, most public and private (City permitted) special events will be postponed or cancelled.

- The Farmers Market will continue to move forward, incorporating social distancing and public health measures, as it is considered a critical service for grocery/food retail.
- Limited solo arts activities may resume including:
 - Public art installation at Community Park for sculpture already approved and in process pre-COVID-19
 - Repair of Steinbaugh Pavilion mural by solo artist.
- Louisville Cultural Council -
 - Plan for new and adapted arts and cultural programs during social distancing.
 - Work with Art Grant recipients to adapt or postpone programs

COVID-19 Operational Guidelines for all City Facilities

Sanitization:

- A sanitization station and signage will be installed at entrances of all facilities.
- A designated sanitation worker will be appointed daily at each facility:
 - Frequently clean and sanitize commonly touched surfaces and objects such as electronics, door knobs and handles, faucet handles, counter tops, and cash machine keypads.
 - Restock cleaning and public/employee safety supplies.
 - Report any issues or concerns to supervisor.
- Employees directly serving customers will clean between each individual customer.
 - Provide disposable wipes/spray and wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks, grocery carts, etc.) can be wiped down by employees before each use, and by customers.
- Deep cleaning will occur at facilities that are open to the public, on every night that the facility is open to the public.

Employee Safety:

- Sick employees must stay home and contact a health care professional for guidance if experiencing symptoms of COVID-19. If an employee is presumed positive or tested for COVID-19, they will notify their supervisor immediately.
- High-risk employees are discouraged from working on-site and/or near other staff members. You can read more about high-risk groups on the BCPH website at <https://www.bouldercounty.org/families/disease/covid-19/#high-risk-groups> Please work with your supervisor and Human Resources to determine if adjustments to your work should be made.
- If an employee is experiencing symptoms of COVID-19 and sent home from a City facility, access to the areas that person worked will be immediately restricted for at least 2 hours after the person has left.
 - The City will coordinate with janitorial staff to do a deep cleaning of the facility.
 - Fellow employees should self-monitor for symptoms and notify their supervisor if they start to experience symptoms of COVID-19.
- Employees who can telework will continue to work from home as much as possible.
- Maintain 6 feet of physical distancing between staff and patrons at all times.
- Employees wear masks at all times while in City facilities and while in the field working, consistent with public health guidelines.
- Employees work in facilities is staggered or alternating shifts to reduce the number of employees in City offices at any time.
- Employees cover their nose and mouth when coughing and sneezing.
- Wash hands frequently, especially after coughing or sneezing. Wash with soap and water for at least 20 seconds. If soap and water are unavailable, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.
- Provide thermometers for temperature checks upon entry to buildings. Employees must be screened for COVID-19 symptoms each day. Anyone symptomatic will be excluded from work for at least 7 days.

Public/Customer Management:

- Public entering any City facility or accessing City programs/services must wear masks consistent with public health guidelines.
- Public must utilize sanitization stations for customers upon entrance to buildings.
- Maintain adequate spacing (6 feet) between customers and staff inside and outside facilities.
 - In areas of high-volume traffic, the City will utilize pacing tools, such as tape markers on the floor, to keep customers and employees adequately spaced.
 - Physical barriers such as sign stands, ropes and sneeze guards will be utilized.
 - Each facility will have a staff member dedicated to monitor sanitization stations and social distancing.
- Prominently display signs in offices that communicate with customers and staff the steps the city is taking to minimize the risk of COVID-19 and give visual cues for correct social distancing.
- Adopt practices that encourage line management and reduce wait time for customers.

Recovery and Reopening Communication Plan

The attached recovery communications plan includes recommendations for messaging, communications outlets and sample messaging for the reopening of City facilities and services.

**SUBJECT: DISCUSSION/DIRECTION – POTENTIAL BALLOT MEASURES
FOR 2020**

DATE: MAY 19, 2020

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

SUMMARY:

In its 2020 workplan, the City Council identified several potential ballot items for discussion for the 2020 election. Staff is providing a status update and additional information on six issues identified by City Council. In addition, the summaries below include preliminary 2020 Citizen Survey response data relevant to these specific issues. The final survey information will be presented to City Council in June. Staff requests Council discussion on each of these measures, and direction on Council's interest in moving forward with further analysis or draft ballot language for any of these issues.

1. Tobacco/Vaping tax

As of July 1, 2019, [HB19-1033](#) removes penalties previously imposed on local governments for licensing tobacco retailers, particularly cigarette retailers. The bill also permits local municipalities (statutory and home-rule) to impose fees and licenses on cigarette sales without forfeiting their share of the State Cigarette Tax.

The bill authorizes a county or city to adopt its own special sales tax upon all sales of cigarettes, tobacco products, or nicotine products, provided any such proposal is referred to and approved by the voters in such municipality. If the local electorate approves a special tax, the municipality would forfeit its share of the State Cigarette Tax.

If the City were to impose a special tax on cigarettes, tobacco products and nicotine products, additional sales tax revenue could be generated. Based on sales estimates solely for cigarettes, imposing a "special sales tax" rate equal to our standard sales tax rate (3.65%) would generate \$65K - \$80K in tax annually. The local rate of return from the state sales on cigarettes is approximately 27% - Louisville currently receives approximately \$40,000 annually as its share-back allotment of the State Cigarette Tax. If the City enacted its own tax, we would no longer receive this share-back.

The State has also had discussions regarding an increase to the state tobacco tax and modification to include vaping products. In 2019 Governor Polis brought forward a proposal, which the General Assembly considered and rejected, that would create the state's first tax on vaping products and increase cigarette taxes by asking voters to sign off on a statewide, universal nicotine tax of 62%. There was discussion that a proposal

would be brought forward again in 2020, had the Legislature not ended prematurely due to COVID-19. While the legislature will be reconvening in late May, they will primarily be focused on the state budget and any pandemic related issues and it's not likely they will consider tobacco or vaping legislation at this time.

In November, 2019 the City Council imposed a local ordinance prohibiting the sale of tobacco, e-cigarettes, vaporizers and similar products to persons under the age of twenty-one (attached).

Peer Communities

Several counties and home-rule cities have voted to impose a special sales tax on tobacco and vaping products, with taxes ranging from \$2-4 per package of cigarettes and 40% on Other Tobacco Products (OTP) which includes vaping products and e-cigarettes.

- Glenwood Springs - \$4/pack, 40% OTP (Other Tobacco Products) tax, including e-cigarettes
- Pitkin County - \$3.20/pack, 40% OTP tax, including e-cigarettes (includes a 10-cent inflator on cigs)
- Summit County - \$4/pack, 40% OTP tax, including e-cigarettes (includes a 10% inflator on OTPs for the first four years)
- Eagle County – \$4/pack, 40% OTP tax, including e-cigarettes
- Town of Crested Butte – \$3/pack, 40% OTP tax, including e-cigarettes
- New Castle – \$3.20/pack, 40% OTP tax, including e-cigarettes (includes a 10-cent inflator on cigs)
- Boulder – 40% increase, vaping products only
- Vail - \$3/pack, 40% OTP tax, including e-cigarettes
- Carbondale - \$4/pack, 40% OTP tax, including e-cigarettes

Aspen, Basalt and Avon were the first to pass taxes, at a similar level to those above.

Options

There are many local tax options and considerations for a tobacco/vaping product sales tax:

- Tax range - All local taxes thus far range from \$2 - \$4 per pack, which public health officials have determined to be an effective range to impact purchasing behavior in youth. Including an OTP tax ensures that all tobacco products are taxed in a similar way, to reduce toggling between higher/lower priced tobacco products. Most communities have opted for a 40% OTP tax.
- Sales tax vs. Excise tax – With an excise tax the tax is included in the price point seen by the customer. With a sales tax the tax is added at the close of the sale. Public health officials indicate that an excise tax is most effective as the

purchaser sees the increased cost of the product before making a purchasing decision.

- Estimation of expected revenue generation – The City would need to determine the potential level of revenue that would be generated to address TABOR requirements.
- Use of revenues - The City would need to determine if the revenues would be unrestricted or utilized to fund certain programs or services.

Citizen Survey

The City did not ask a question regarding a tax on tobacco and vaping products on the Citizen Survey.

Next steps

If City Council is interested in pursuing a tobacco/vaping tax for voter consideration in 2020, staff will bring forward options based on the considerations outlined above. City Council would then provide direction on the approach for such as tax and staff would bring back options for proposed ballot language.

2. Museum Expansion:

The City had planned to complete initial design on the proposed Museum Campus Expansion in 2020, in order to better understand the projects costs and gain community buy-in on design concepts. In January, the City hired a consultant to work with the Louisville Historical Museum, its partners and the public to complete a preliminary construction plan, estimated budget for final project, annual operations/maintenance cost estimates and proposed next steps. Due to the COVID-19 pandemic the City cancelled the contract and has delayed the project indefinitely.

Citizen Survey

The 2020 Citizen Survey includes a policy question on this topic. It reads: “The City’s 2017 Historical Museum Master Plan calls for a Museum expansion to address current limitations, improve accessibility and better serve the community. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to build and operate an expanded Museum visitor center at the Historical Museum Campus?” The preliminary results of the responses to this questions are attached.

Options and Next steps

Based on the cancellation of the contract and the lack of additional information about project cost, staff recommends that Council does not consider any kind of ballot measure around Museum campus expansion funding.

3. Single Use Bags

In 2016 the City adopted the Sustainability Action Plan (SAP), which establishes “Louisville’s vision to create a more sustainable community, as well as provide a

roadmap for achieving these collective goals”. The SAP consists of five key impact areas of sustainability, including climate and energy, water, transportation, waste and local food and agriculture. Under waste, the City identifies several strategies aimed at “achieving zero waste and managing resources responsibly and effectively”. External strategies developed to achieve this goal include: “promoting recyclable substitutes/replacements for single-use, throw-away items, such as plastic bags, foam clamshell food containers, disposable plastic water bottles, etc.”

To address replacements for single-use, throw-away items like plastic bags, staff partnered with the Colorado School of Public Health (CSPH) to analyze potential policy options to reduce single-use bags within the city. As part of a course on environmental health policy, staff worked with several graduate students to explore local initiatives and conduct an in-depth study of policy options to reduce the use of single-use bags in Louisville. One of these options would require approval by voters and could be included in the 2020 ballot.

City Council should note that during the COVID-19 pandemic many stores are not permitting personal reusable bags and are only allowing plastic/paper bags. Some communities have suspended the plastic bag fees, recognizing that patrons are not able to utilize personal reusable bags.

Options

The estimated total of single-use bags distributed in Louisville is approximately 4.7 million bags or 26 tons per year. Additional data would need to be collected to establish a more accurate baseline for future comparison. Potential impacts from single-use bags include: human and ecological health effects related to plastic, clogged sewers, disruption to recycling machinery, carbon footprint and production of methane.

The policy options considered include: a ban on plastic and paper single-use bags, a fee for plastic and paper single-use bags, a ban on plastic single-use bags and fee for single-use paper bags and tax on plastic and paper single-use bags. See additional details (i.e. benefits, costs, policy implications) below for each policy option.

Option	Benefits	Costs	Policy Considerations
1) Ban on plastic and paper single-use bags	Total reduction in waste – 4.7 million bags	Marketing/training, education/outreach, reusable bag program - \$90,000 Potential legal costs – unknown	Preemption – local governments are currently prohibited from requiring or prohibiting use or sale of types of plastic materials or restricting or mandating

			<p>containers, packaging or labeling for any consumer products.</p> <p>Plastic bag manufacturers – large interest in protecting unregulated marketplace</p> <p>Impact on low-income populations</p> <p>Impact on businesses – costs for updating bag infrastructure and training staff</p>
2) Fee on plastic and paper single-use bags	<p>Reduction in waste varies according to rate of behavior change – 3-3.5 million bags</p> <p>Revenue generated varies according to rate of behavior change - \$170,000-\$118,000 for \$0.10 fee on both</p>	<p>Marketing/training, education/outreach, reusable bag program - \$95,000</p> <p>Program generates most revenue and is least restrictive</p>	<p>Revenue generated must be used for costs related to ordinance</p> <p>Plastic bag manufacturers</p> <p>Impact on businesses</p>
3)Ban on plastic single-use bags and fee on paper single-use bags	<p>Reduction in waste varies according to rate of behavior change – 4 million bags</p> <p>Revenue generated varies according to rate of behavior change - \$70,000 for \$0.10 fee on paper</p>	<p>Marketing/training, education/outreach, reusable bag program - \$95,000</p> <p>Program generates some revenue and is moderately restrictive</p>	<p>Revenue generated must be used for costs related to ordinance</p> <p>Plastic bag manufacturers</p> <p>Impact on businesses</p>
4)Tax on plastic and paper single-use bags	<p>Reduction in waste varies according to rate of behavior</p>	<p>Marketing/training, education/outreach, reusable bag program - \$95,000</p>	<p>New tax must go before voters</p>

	change – 3-3.5 million bags Revenue generated varies according to rate of behavior change - \$170,000-\$118,000 for \$0.10 tax on both	Program generates most revenue and is least restrictive	Revenue generated has unrestricted use Plastic bag manufacturers Impact on low-income populations Impact on businesses
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Peer Communities

See the attached table of Colorado communities with a bag fee. For the City of Boulder, the disposable bag fee is \$0.10 per disposable plastic or paper bag used at checkout. \$0.04 of the fee is to be retained by the retailer to cover costs of ordinance compliance and \$0.06 is to be remitted to the City. The fee is to be remitted quarterly with a return form that will be mailed to each affected business.

Citizen Survey

The 2020 Citizen Survey includes a policy question on this topic. It reads: “The City’s Sustainability Action Plan identifies the goal of achieving zero waste (preventing waste and diverting it from landfills) and managing resources effectively. In an effort to achieve this goal, how much do you support or oppose a charge on single-use carryout bags in Louisville?” The preliminary results of the responses to this questions are attached.

Next Steps

Staff is seeking feedback from City Council on the policy options outlined above and if there is interest in asking voters for approval of a tax for plastic and single-use bags in the 2020 ballot. Additional analysis will need to be completed by staff to provide a better picture of policy alternatives.

4. Community-wide Renewable Energy

In 2019, City Council adopted renewable energy and carbon emission reduction goals for municipal operations and the larger community. These include:

1. Meeting all of Louisville’s municipal electric needs with 100% carbon-free sources by 2025
2. Reducing core municipal GHG emissions annually below the 2016 baseline through 2025
3. Generating 75% of Louisville’s residential and commercial/industrial electric needs from carbon-free sources by 2030
4. Reducing core community GHG emissions annually below the 2016 baseline through 2030

Additionally, the City's Sustainability Action Plan (SAP) identifies the goal of "reducing energy consumption, increasing the use of clean energy and transitioning away from fossil fuels". In an effort to meet these goals, staff is seeking feedback on a potential question for the 2020 ballot that would address one of these objectives.

Climate Action Goals Status

The current status of the climate action goals is listed below:

1. 100% of Louisville's municipal electric comes from carbon-free sources as of 2020
2. There was an increase in core municipal GHG emissions above the 2016 baseline as a result of the expanded Recreation & Senior Center. Staff anticipates a decrease in emissions over time as efficiency measures are implemented.
3. As of May 2020, approximately 24% of Louisville's residential and commercial/industrial electric needs come from carbon-free sources (this includes Xcel's clean energy mix).
4. There was an increase in core community GHG emissions annually above the 2016 baseline as a result of new residential/commercial premises in Louisville.

Options

In an effort to make progress on the third goal (generating 75% of Louisville's residential and commercial/industrial electric needs from carbon-free sources by 2030), the City has partnered with Xcel Energy to explore innovative solutions for community-wide renewable energy.

Through the Energy Future Collaboration Program, the City requested information from Xcel on opportunities to achieve community renewable energy goals through innovation, pilot programs and financing. Xcel has agreed to explore this possibility and is currently working on potential scenarios.

Of these scenarios, this may include a climate action tax, which would need to be approved by voters, or a fee applied to customers' bills to be used on a bulk purchasing project until the time that Xcel can reach its own 100% carbon free goal. Xcel will provide additional information on pricing and potential mechanisms to collect such a charge by June 2020.

Citizen Survey

The 2020 Citizen Survey includes a policy question on this topic. It reads: "In 2019, the City adopted climate action goals to increase renewable energy for municipal and community usage and reduce carbon emissions. Currently 30% of the community's electric needs come from carbon free sources. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to meet 100% of the community's electric needs from carbon free sources?" The preliminary results of the responses to this questions are attached.

Next Steps

Staff is seeking feedback from City Council on the options outlined above and if there is interest to explore these further. If Council is interested in asking voters for approval of a tax in the 2020 ballot, staff will need to complete additional analysis to provide a better picture of policy alternatives.

5. Minimum Wage

Beginning in January 2020, local governments have the authority to raise the minimum wage within their local communities. [HB19-1210](#) removed the statewide prohibition on a locally set minimum wage, allowing cities and counties to set a local minimum wage. Under the act, local minimum wage laws must be approved by a local government body, or through an initiative or referendum. Local minimum wages may exceed the state and federal minimum wages but must provide a tip offset of no more than \$3.02 per hour for employees of any business that prepares and offers for sale food or beverages for consumption on or off premises. The Colorado minimum wage increased to \$12 January 1, 2020, and represents the last in a series of increases voters approved in 2016.

The new legislation gives local governments the authority to adopt minimum wage laws above the state and national minimums so they can address local costs of living and worker needs. A local government minimum wage may be adopted by City Council, and does not require voter approval.

Such an effort would be best achieved at a regional level, and with the involvement of all local municipalities and the business community in order to ensure continuity across jurisdictions, reduce competition and employee turnover, and for greatest regional impact. To achieve this goal, the bill requires any local government planning to raise its minimum wage to consult with surrounding local governments and various stakeholders.

There are limits on what local governments can pass under this new law. Cities and counties can't increase their minimum wages by more than 15 percent per year. In addition, they must time any minimum wage increases to coincide with the annual increases in the state minimum wage, which occur in January.

Denver was the first city to set a minimum wage above the state standard, raising it to \$12.85 in 2020, \$14.77 in 2021 and \$15.87 in 2022.

Options

The Consortium of Cities had planned to convene a regional working group, which would include the involvement of businesses, local governments and other regional stakeholders. Due to the COVID-19 pandemic, this regional discussion has been delayed. No further updates are available on the issue.

Citizen Survey

The City did not ask a question regarding a local minimum wage on the Citizen Survey.

Next steps

Staff recommends that Council take no immediate action on this issue, rather wait until the regional discussions are underway and then determine the City’s interest in any regional minimum wage increase proposal.

6. Countywide Ballot Measures:

In addition to the potential local ballot measures the Council had identified for discussion, Boulder County has actively been discussing the possibility of a transportation and housing ballot issue with local municipalities. The idea for the measure was raised after the failure of several statewide transportation measures – Proposition 109 and 110 in 2018 and Proposition CC in 2019. Understanding there doesn’t appear to be an appetite for a statewide transportation revenue generating ballot measure, local governments began discussions around the possibility of a local or regional measure. The City was involved in these discussions, along with all other municipalities within the County.

The discussions centered on the possibility of a Boulder County-wide measure that would generate funding for regional transportation and housing investments, with the split between the two areas to be determined. There was no final decision regarding the taxing approach (property tax/mill levy or sales tax) for a potential measure.

Polling was about to take place, but with the COVID-19 pandemic the project is now in a holding pattern. County and regional staff continue to complete technical analysis around a potential ballot measure, but outreach and polling have been put on hold at this time. The City expects to hear more about the effort this summer, but given the economic impacts of the coronavirus it’s unlikely that anything will move forward for 2020.

Citizen Survey:

The 2020 Citizen Survey includes a policy question on the topic of funding for local transportation projects. It reads: “In 2019, the City completed a Transportation Master Plan identifying transportation improvements needed across the City (e.g. pedestrian underpasses in key locations, pedestrian signals/enhanced pedestrian crossings, paths and bikeways, street and road improvements to address traffic congestion). How much do you support or oppose a property tax increase of approximately \$150 - 200 per year on a \$500,000 home to help provide funding to implement these transportation projects in the City?” The preliminary results of the responses to this question are attached.

Next Steps

If/when a countywide ballot measure is moved forward, City staff as well as the local Mayors will be involved in discussions and City Council would have further discussion regarding their support for such as measure.

FISCAL IMPACT:

The fiscal impact analysis would need to be completed independently for any potential ballot measure.

PROGRAM/SUB-PROGRAM IMPACT:

These ballot measures could impact any number of the City’s program/subprogram areas including Administration & Support Services, Sustainability, Transportation and Museum Services.

RECOMMENDATION:

Staff recommends City Council discuss each potential measures and provide direction regarding next steps for each issue.

ATTACHMENT(S):

1. Link to [Dec. 17, 2019 City Council packet – Vaping/Tobacco ordinance](#)
2. CSPH Final Student Presentation
3. Colorado Communities with Bag Fee
4. CSPH Final Report on Bag Fees
5. Xcel Carbon-Free Future Presentation
6. Preliminary 2020 Citizen Survey Results

STRATEGIC PLAN IMPACT:

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



Reducing the Use of Single-Use Bags in Louisville, Colorado: Exploring Policy Options

Client: City of Louisville City Manager's Office
Students: Erin Girard, Kathy Pang, Farrah Zeort



WASTE

City of Louisville (2016). "Sustainability Action Plan." page 24.

EXTERNAL

TARGET 2

Adopt financial incentives for waste reduction by residents and businesses

STRATEGY 1

Promote recyclable substitutes/replacements for single-use, throw-away items, such as plastic bags, foam clamshell food containers, disposable plastic water bottles, etc.

STRATEGY 2

Promote markets for city-wide generated recyclables and compost

STRATEGY 3

Encourage use of County Hazardous Materials Management Facility through the no co-pay program

Client Overview

City of Louisville City Manager's Office

Katie Baum

Sustainability Specialist

Emily Hogan

Assistant City Manager for Communications & Special Projects



Policy Questions

- What options does Louisville have to reduce single use bags within the city and how do these options compare in terms of net benefits?
- What are the legal, environmental, social, and economic impacts of each policy option?

Statement of Need for Proposed Action

- Health impacts of plastic
- Environmental impacts of plastic
 - Clogging sewers
 - Breaking recycling machinery
 - Microplastics
 - Persists in the environment
- Environmental impact of paper
 - Larger carbon footprint if not reused
 - Can be recycled or composted
 - Produces methane if not disposed of properly



Slide 4

GE1 (Erin note: don't need to go too deep on this since will be covered later)
Girard, Erin, 5/5/2020

State Legislation

HB20-1162

Prohibit Food Establishments' Use Of Polystyrene

Concerning a prohibition against a retail food establishment's distribution of an expanded polystyrene product for use as a container for ready-to-eat food.

SB20-010

Repeal Ban On Local Government Regulation Of Plastics

Concerning a repeal of the prohibition of local government regulation of plastics.



Policy Analysis Overview

- Focus on single use bags only: plastic and paper
- Only targeting grocery stores
- Identified four policy alternatives
 1. Ban on plastic and paper
 2. Fee on plastic and paper
 3. Ban on plastic, fee on paper
 4. Tax on plastic and paper

Establishing the Baseline

Louisville Population (2018): ~21,163

Estimate per person bag usage: ~223 bags per year

Weight of plastic bag: 5 grams (~2% of annual waste stream)

Baseline: No single-use bag policy

Amount of waste generated	4.7 million bags per year/ 26 tons per year
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Costs*	\$0
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Revenues	\$0
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Defining Evaluation Criteria

Policy Considerations: *Legal*



•Municipalities must be clear and forthright about use of revenue generated from fee or tax to avoid litigation

- Fee** – revenue generated must only be used for costs related to ordinance itself
- Tax**– revenue generated goes to municipal government and can be used for general expenses

•Preemption:

- "The use of state law to nullify a municipal ordinance or authority"
- 1993 Statute:** No unit of local government shall require or prohibit the use or sale of specific types of plastic materials or products or restrict or mandate containers, packaging, or labeling for any consumer products (Section 7 of the Colorado Revised Statutes, 25-17-104)
- Any ban could face legal action

•Taxpayer Bill of Rights (TABOR):

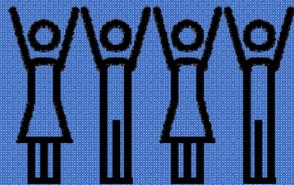
- New taxes must go before the voters
- Revenue generated goes to the municipal government, can be used for anything
- Aspen and TABOR

Policy
Considerations:
Legal



- **Plastic bag manufacturers:**
 - Plastic industry trade groups have been lobbying against bag laws/fees since the ideas began circulating
 - Large interest in protecting an unregulated marketplace for their product
 - Suing states to stop adoption or implementation of fees to slow down laws
- **American Progressive Bag Alliance (APBA)**
 - Represents bag manufacturers
 - Biggest spender in the battle against plastic bag laws

Policy
Considerations:
Equity



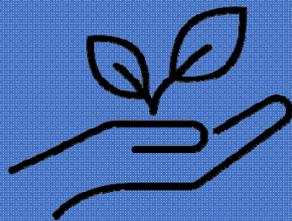
- **The greater the charge, the bigger the behavioral change, however:**
 - Fixed costs - fee or tax - disproportionately impact low-income communities
- **Most bag laws currently in place include exemption for transactions paid in whole/part by good stamp programs (WIC, SNAP, etc.)**
 - Many cities require education, outreach, and distribution of reusable bags at no cost to these groups
- **Implement bag use/wash/drop program (Aspen)**
- **Emphasize that bag fees are in place to deter people from paying a fee/tax by bringing their own bag**

Policy
Considerations:
*Impact on
businesses*



- **Businesses most impacted:**
 - Grocery stores, department stores, liquor stores, restaurants, etc
- **First line of defense/education**
 - Dealing with customer questions /anger
 - Must train staff
- **Costs incurred for updating their bagging infrastructure**
- **Ban:** allow businesses to use remainder of stock
 - Could use packaging boxes as an alternative
- **Fee or tax:** governments split the revenue with business
- **Business exemptions:**
 - Soup kitchens, food pantries, temporary vendors, farmer's market vendors

Policy
Considerations:
*Environmental
impact*



- **Complete ban on single-use bags would result in the most significant reduction of waste**
 - Bags represent a very small portion of waste stream (~2%)
- **Depending on fee/tax amount, the cost might not be enough to deter consumers**
- **Environmental impacts of single-use bags vary**
 - Largest environmental impact comes from production, not end-of-life
 - Plastic bags have the lowest environmental footprint
 - Plastic bags often reused for trash liners and pet waste
 - Paper or reusable bags must be reused multiple times to off-set their larger carbon emissions
- **COVID-19 outbreak - greater arguments for single-use plastic items**
 - There may be behavior changes in shoppers around the United States

Exploring Policy Options

Option 1: Ban on both plastic and paper bags

- Most restrictive
- No value judgement
- Greatest waste reduction
- Generates no revenue
- Reusable bag, no bag, or boxes
- Reusable bag program for low-income population

Benefits	
Reduction in waste	4.7 million bags per year/ 26 tons per year
Revenue generated for the City	\$0
Costs	
Initial Marketing and Training (Year 1 Only)	(\$60,000)
Annual Education and Outreach	(\$15,000)
Reusable Bag Program	(\$15,000)
Potential Legal Costs	unknown
Net Benefit	
Net Revenue	Year 1: (\$90,000) Year 2: (\$30,000)
Dollar per unit of waste reduction	Year 1: 2 cents per bag reduced/ \$3,461 per ton of waste reduced Year 2: Less than 1 cent per bag reduced/ \$1,153 per ton of waste reduced

Option 2: Fee on both plastic and paper bags

- Least restrictive
- No value judgement, assuming no difference in fees for paper vs plastic
- Moderate waste reduction
- Generates most revenue
- Reusable bag program or waive fees for low-income population
- Example of \$0.10 fee on both
- Example of 40/60 split

Rate of Behavioral Change	65%	75%	85%
Benefits			
Reduction in waste	3.0 million bags/ 16.9 tons waste	3.5 million bags/ 19.5 tons waste	4.0 million bags/ 22.1 tons waste
Revenue generated for: Businesses (40%) /city (60%)	\$170,000 \$68,000/\$102,000	\$118,000 \$47,200/\$70,800	\$70,000 \$28,000/\$42,000
Costs			
Initial Marketing and Training	(\$60,000) Y1 only	(\$60,000) Y1 only	(\$60,000) Y1 only
Annual Education and Outreach	(\$20,000)	(\$20,000)	(\$20,000)
Annual reusable bag program for low income individuals	(\$15,000)	(\$15,000)	(\$15,000)
Net Benefit			
Net revenue	Y1: \$7,000 Y2: \$67,000	Y1: (\$24,200) Y2: \$35,800	Y1: (\$53,000) Y2: \$7,000
Dollar per unit of waste reduction	Y1: 3.2 cents per bag reduced/ \$5,621 per ton of waste reduced Y2: 1.2 cents per bag reduced/ \$2,071 per ton of waste reduced	Y1: 2.7 cents per bag reduced/ \$4,871 per ton of waste reduced Y2: 1 cent per bag reduced/\$1,794 per ton of waste reduced	Y1: 2.3 cents per bag reduced/ \$4,299 per ton of waste reduced Y2: Less than 1 cent per bag reduced/ \$1,583 per ton of waste reduced

Option 3: Ban on plastic and fee on paper bags

- Moderately restrictive
- Value judgement that plastic is worse than paper
- High waste reduction
- Generates some revenue
- Reusable bag program or waive fees for low-income population
- Example of \$0.10 fee for paper
- Example of 40/60 split

Rate of Behavioral Change	65%	75%	85%
Benefits			
Reduction in waste	3.0 million bags/ 16.9 tons waste	3.5 million bags/ 19.5 tons waste	4.0 million bags/ 22.1 tons waste
Revenue generated for: Businesses (40%) /city (60%)	\$170,000 \$68,000/\$102,000	\$118,000 \$47,200/\$70,800	\$70,000 \$28,000/\$42,000
Costs			
Initial Marketing and Training	(\$60,000) Y1 only	(\$60,000) Y1 only	(\$60,000) Y1 only
Annual Education and Outreach	(\$20,000)	(\$20,000)	(\$20,000)
Annual reusable bag program for low income individuals	(\$15,000)	(\$15,000)	(\$15,000)
Net Benefit			
Net revenue	Y1: \$7,000 Y2: \$67,000	Y1: (\$24,200) Y2: \$35,800	Y1: (\$53,000) Y2: \$7,000
Dollar per unit of waste reduction	Y1: 3.2 cents per bag reduced/ \$5,621 per ton of waste reduced Y2: 1.2 cents per bag reduced/ \$2,071 per ton of waste reduced	Y1: 2.7 cents per bag reduced/ \$4,871 per ton of waste reduced Y2: 1 cent per bag reduced/\$1,794 per ton of waste reduced	Y1: 2.3 cents per bag reduced/ \$4,299 per ton of waste reduced Y2: Less than 1 cent per bag reduced/ \$1,583 per ton of waste reduced

Option 4: Tax on both plastic and paper bags

- Same implementation and effect as fee on both, but different process for pursuing policy
- Least restrictive
- No value judgement, assuming no difference in taxes
- Moderate waste reduction
- Generates most revenue
- Reusable bag program or waive fees for low-income population
- Example of \$0.10 tax on both
- Example of 40/60 split

Rate of Behavioral Change	65%	75%	85%
Benefits			
Reduction in waste	3.0 million bags/ 16.9 tons waste	3.5 million bags/ 19.5 tons waste	4.0 million bags/ 22.1 tons waste
Revenue generated for: Businesses (40%) /city (60%)	\$170,000 \$68,000/\$102,000	\$118,000 \$47,200/\$70,800	\$70,000 \$28,000/\$42,000
Costs			
Initial Marketing and Training	(\$60,000) Y1 only	(\$60,000) Y1 only	(\$60,000) Y1 only
Annual Education and Outreach	(\$20,000)	(\$20,000)	(\$20,000)
Annual reusable bag program for low income individuals	(\$15,000)	(\$15,000)	(\$15,000)
Net Benefit			
Net revenue	Y1: \$7,000 Y2: \$67,000	Y1: (\$24,200) Y2: \$35,800	Y1: (\$53,000) Y2: \$7,000
Dollar per unit of waste reduction	Y1: 3.2 cents per bag reduced/ \$5,621 per ton of waste reduced Y2: 1.2 cents per bag reduced/ \$2,071 per ton of waste reduced	Y1: 2.7 cents per bag reduced/ \$4,871 per ton of waste reduced Y2: 1 cent per bag reduced/\$1,794 per ton of waste reduced	Y1: 2.3 cents per bag reduced/ \$4,299 per ton of waste reduced Y2: Less than 1 cent per bag reduced/ \$1,583 per ton of waste reduced

Policy Comparison

	Quantitative (Y2, Net Revenue)			Qualitative			
	65%	75%	85%	Legal	Equity	Business	Environment
Option 1: Bag ban	(\$30,000)			Least Preferred	Most Preferred	Most Preferred	Most Preferred
Option 2: Bag fee	\$67,000	\$35,800	\$7,000	Some Concerns	Some Concerns	Some Concerns	Least Preferred
Option 3: Ban/fee	\$67,000	\$35,800	\$7,000	Least Preferred	Some Concerns	Some Concerns	Some Concerns
Option 4: Bag Tax	\$67,000	\$35,800	\$7,000	Most Preferred	Some Concerns	Some Concerns	Least Preferred

Final recommendations



**Assess values to
determine which
policy to choose**



**Conduct baseline
study**



**Consult legal guidance
when drafting policy**



**Develop a long-term
approach and leave
room for expansion**



**Consider hiring an
intern or assistant for
policy implementation**



**Best education for
consumers happens at
point-of-sale**



**Include children in
marketing of new
policy**



**Don't discount the
rippling effect of
behavioral change**

Questions?

Colorado Communities with Bag Fee

City	Year	Fee per bag	Ordinance
APPROVED			
Aspen	2011	\$0.20	Title 13, Chapter 13.24
Avon	2017	\$0.10	No. 17-08
Boulder	2013	\$0.10	No. 7870
Breckenridge	2013	\$0.10	Ch. 12
Crested Butte	2018		No. 5, Series 2016
Ridgway	2018 (delayed till 6/2019)		No. 2018-07
Telluride	2010	\$0.10	No. 1340, Series of 2010
Town of Carbondale	2011	\$0.20	
Vail	2015	\$0.10	
PENDING			
Mountain Village	considering		
Steamboat Springs	considering		
REJECTED			
Basalt	2012 (failed)	\$0.20	
Durango	2013 (voters rejected)	\$0.10	No. 0-2013-11
Fort Collins	2014 (city repealed)	\$0.10	



Reducing the Use of Single-Use Bags in Louisville, Colorado: Exploring Policy Options

Client: City of Louisville City Manager's Office

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Executive Summary

Client Overview: We worked with the City Manager’s Office of the City of Louisville, a government office that oversees all City offices and departments. The City Manager is a chief administrative officer of the City. We worked directly with Katie Baum, the City’s Sustainability Specialist, Emily Hogan, the Assistant City Manager for Communications & Special Projects, and Megan Davis, the Deputy City Manager.

Policy Problem: In 2016, the City of Louisville developed a Sustainability Action Plan in which they identified waste as a focus area with the goal to “achieve zero waste and manage resources responsibly and effectively.” More specifically, under their second external target they have set a strategy to “promote recyclable substitutes/replacements for single-use, throw-away items, such as plastic bags, foam clamshell food containers, disposable plastic water bottles, etc.” The City of Louisville requested assistance to identify the most cost-effective policy with the greatest impact addressing single-use bags.

Policy Question: Our central policy question is, “What options does Louisville have to reduce single use bags within the city and how do these options compare in terms of net benefits?” Secondary questions explored include the health, environmental, social, and economic impacts of each policy.

Description of Deliverables: Our final deliverable is a comprehensive policy analysis of four policy options: plastic bag ban and paper bag ban, plastic bag fee and paper bag fee, plastic bag ban and paper bag fee, and plastic bag tax and paper bag tax. We utilized Colorado case studies, particularly Boulder and Aspen, to identify how other municipalities have successfully implemented plastic policies given preemption and Taxpayer Bill of Rights (TABOR) restrictions. For our analysis, we identified quantifiable costs and revenues and qualitative considerations including legal measures, equity issues, impacts on businesses, and environmental impacts for each policy concluding with a comparison of each.

Key Findings: The strongest stance producing the greatest behavior change is to ban single-use bags altogether. However, Louisville must be prepared to address potential legal actions as a result of preemption. Fees and taxes are alternative solutions that do not present as many legal barriers but may not reduce waste as much as a ban. However, how revenues from fee-based policies are spent is limited by TABOR, while taxes must be voted upon and approved by constituents. Mixed plastic ban/paper fee policies place a value judgment that paper is better for the environment, but the literature does not support this. Furthermore, mixed policies put additional burden on businesses to purchase more paper bags, which are more expensive.

Recommendations: We recommend implementing either a ban on paper and plastic bags, or a tax on paper and plastic bags, as these policies had the fewest concerns with the largest impacts. A ban would produce the largest environmental impact but comes with legal concerns due to preemption, while a tax would eliminate legal concerns since it is approved by the voters and would generate revenue for the city, but it may not have as large of a reduction in waste.

Conclusion: Single-use bags comprise approximately 4% of the waste stream. While policies limiting the use of single-use bags do not have a large impact on the environment, they are symbolic for a municipality to adopt a green image and promote a more sustainable lifestyle for constituents. The rippling effects of behavior change, while difficult to quantify, should not be discounted. Future policies should be directed at single-use containers and food packaging for a greater reduction in waste.

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Introduction

In Spring 2020, the City of Louisville took steps to explore policy options to reduce the circulation of single-use plastics. Over 200 jurisdictions in the United States, including 11 in Colorado, have already implemented policies to reduce single-use bags (Chuang, 2020). Students from the Colorado School of Public Health enrolled in EHOH 6618, Environmental Health Policy, were matched with the City of Louisville to produce a professional-level policy analysis to address potential single-use plastic bag policy options. Students with an interest in plastics policy were matched with the City of Louisville's City Manager's Office in a direct working relationship with the City Sustainability Specialist. A needs assessment, literature review, and stakeholder analysis has informed this policy analysis to aid the City of Louisville in pursuing a comprehensive single-use plastic bag policy.

Statement of Need for Proposed Action

For more than a century, plastic products have become an integral part of the modern lifestyle, industry and science. Plastics, and the implications of their widespread use, have been a topic of much scrutiny and debate in recent years. Due to its cheap manufacturing, the versatility and accessibility of the material, plastic has become ubiquitous in our everyday lives. Over the last decade alone, the United States has produced more plastic than the whole of the last century (Killie & Stephens, 2013). Due to the omnipresence of plastics and the complexity of the substances that they release in the environment, the potential health and environmental impacts of plastic use create significant questions regarding its safety.

From an environmental perspective, plastics generate concern due to their persistent nature and fate after disposal, which has long-lasting implications. While recycling programs have been implemented nation-wide in efforts to divert the amount of waste going to landfills, roughly 40 percent of the U.S population does not have access to a plastics recycling program (Killie & Stephens, 2014). Furthermore, these programs are often underutilized due to complexity in the recycling system. In 2008 alone, 34 million tons of plastic was disposed of in the United States, with roughly 86% ending up in landfills; disposal of plastics in landfills is ultimately unsustainable and diminishes land resources for other uses of higher societal value (Killie and Stephens, 2014). Furthermore, education on proper recycling methods is substantially lacking, resulting in contamination and logistical difficulties related to effective sorting and the mixing of different plastic streams. It is estimated that on average, 300 million tons of plastic are produced around the globe each year; of this, 50% is for disposable applications, such as packaging. An additional cause for concern arises from microplastics, which are small pieces of plastic less than five millimeters in length (Killie and Stephens, 2014). Microplastics come from a variety of sources, including from larger plastic debris that degrades into smaller and smaller pieces. Microplastics are of immense concern due to the ease in which they circulate throughout the ecosystem; for example, plastics disposed in the landfill end up leaching into the groundwater, which is then used for drinking water. As these tiny particles easily pass through water filtration systems, they can make their way into our oceans and lakes, posing a threat to aquatic life (Wu & Huang, 2019).

Additionally, there has been substantial worry and growing scientific, governmental, and public concern surrounding the potential adverse human health risks related to ubiquitous exposures to plastics additives, and primarily bisphenol A (BPA) and phthalates (Meeker & Swan, 2009). Certain chemicals that are used in plastics may also act as endocrine-disrupting compounds (EDCS) that could, potentially, lead to increased abnormalities in reproductive function and developmental effects; children are particularly vulnerable, as they often see a greater concentration of these chemicals in their body (Thompson & Pahl, 2018). Routes of exposure to these plastic additives are most commonly ingestion, inhalation, and dermal, and the most common major uptake pathways include food stuffs, oral medication, beauty products, and house dust (Thompson & Pahl, 2018). In human developmental studies that have looked at phthalates

specifically, there was suggestive evidence for DEHP and MEHP as endocrine disruptors. Altered semen quality has also been reported, with one study reporting associations between MBP and increased below-reference sperm concentration and motility (Meeker & Swan, 2009). Pulmonary system effects as it relates to plastics have also been assessed, such as allergies, rhinitis, asthmatic reaction and direct toxicity (Meeker & Swan, 2009).

To address the growing concern regarding environmental and health impacts of plastics, as well as the wasteful nature of a linear waste system, the City of Louisville created a Sustainability Action Plan (SAB) in 2016 in which they identify waste as a focus area with the goal to “achieve zero waste and manage resources responsibly and effectively” (City of Louisville, 2016, p.23). More specifically under their second external target to “adopt financial incentives for waste reduction by residents and businesses” they have set a strategy to “**promote recyclable substitutes/replacements for single-use, throw-away items, such as plastic bags, foam clamshell food containers, disposable plastic water bottles, etc.**” (City of Louisville, 2016, p.24). This policy analysis will specifically address strategy 1 of external target 2, by exploring options to reduce the use of plastic bags within the City of Louisville.

Policy Analysis Overview

Policy Questions

In this policy analysis, we have sought to answer the following policy questions:

1. What options does Louisville have to reduce single use bags within the city and how do these options compare in terms of net benefits?
2. What are the legal environmental, social, and economic impacts of each policy option?

Statement of Policy Options

We will be exploring four policy options:

1. Ban on both plastic and paper bags
 - This policy would ban all plastic and paper bags used for checkout at Louisville’s three grocery stores. Stores would be able to use their remaining stock, but not purchase any additional stock.
2. Fee on both plastic and paper bags
 - This policy would implement a fee on both plastic and paper bags used for checkout at Louisville’s three grocery stores. It would be a flat rate fee charged per bag used. In this analysis, we set the rate at \$0.10 for both plastic and paper bags.
3. Ban on plastic and a fee on paper bags
 - This policy would ban on all plastic bags and implement a flat rate fee charged per paper bag used for checkout at Louisville’s three grocery stores. In this analysis, we set the rate at \$0.10 for paper bags.
4. Tax on both plastic and paper bags
 - This policy would place a specific excise tax, otherwise known as a “sin tax” on all plastic and paper bags used for checkout at Louisville’s three grocery stores. This tax is a fixed rate and is charged per bag, exactly like a fee. In this analysis, we set the rate at \$0.10 for both plastic and paper bags.

Methodology

Due to time and capacity restraints, we have restricted our policy analysis to only explore policies addressing plastic and paper bag use at grocery stores, however, we have also included a list of potential policy options and resources for addressing other single use products in the future in Annex C. We chose to focus on plastic and paper bags due to a policy precedent set in Colorado surrounding single-use bags in Coloradan municipalities, as well as the feasibility of implementation.

In this analysis we have compared the relative costs and benefits for four different policy options. We begin by qualitatively describing specific considerations and impacts from each policy including legislative considerations, equity considerations, impacts on businesses, and approximate environmental impact. We then conduct a cost-benefit analysis for factors we are able to quantify including approximately how many bags are reduced as a result of the policy, the revenue generated by the policy, and the costs incurred by the city in implementing the policy. We conclude with a comparison of the four policy options weighing both the qualitative and quantifiable considerations.

An initial literature review in which we identified relevant case studies, as well as a stakeholder analysis and interviews have both informed this policy analysis. A summary of stakeholder interviews can be found in Annex A.

Qualitative Considerations

Political Context

In 2019 – 2020 during the second regular session of the 72nd General Assembly, three different bills were introduced addressing plastics at the state level in Colorado. SB20-10 would have repealed the preemption restriction (see below for description of preemption); however, it was postponed indefinitely while in committee (SB20-10, 2020). The remaining two bills are still under consideration, however with the postponing of the session due to the COVID-19 outbreak, it is unclear whether decisions will be made on the bills before the session ends. HB20-1162 would prohibit food establishments throughout the state from using polystyrene containers (HB20-1162, 2020). HB20- 1163 presents a mixed approach to managing single use products within the state. The bill summary reads, “the bill prohibits stores and retail food establishments, on and after July 1, 2021, from providing single-use plastic carryout bags, single-use plastic stirrers, single-use plastic straws, and expanded polystyrene food service products (collectively "single-use products") to customers at the point of sale” (HB20-1163, 2020). HB20-1163 would also levy a 10-cent fee on consumers at point of sale for carry-out paper bags at food establishments.

The City of Louisville may not want to pursue a municipal bag policy until a decision is made on HB20-1163 at the state level. HB20-1163 would implement a statewide plastic bag policy at grocery stores, therefore a municipal policy would be redundant and unnecessary. This would save the municipality costs in marketing and implementing a bag policy. HB20-1162 does not address grocery stores, therefore it does not influence this policy analysis.

Legal Considerations

In Colorado, state level preemption legislation significantly limits municipalities’ ability to ban plastics locally. Preemption is defined by the National League of Cities as, “the use of state law to nullify a municipal ordinance or authority” (NLC, 2017, p.3). In the State of Colorado, Section 7 of the Colorado Revised Statutes, 25.17.104 states, “**No unit of local government shall require or prohibit the use or sale of specific types of plastic materials or products or restrict or mandate containers, packaging, or labeling for any consumer product**” (Colorado Revised Statute, 2017, p.866).

According to the Colorado Department of Public Health and Environment (CDPHE), the statute originated in 1989 under House Bill 1300. CDPHE does not detail why the bill was proposed, but subsequent paragraphs detail the laws for plastic producers to clearly label the type of plastic. The statute also authorizes the executive director of the state department of local affairs to pilot plastic recycling programs. The 1989 law was amended in 1993 with House Bill 1318 called “Promotion of Disposal Alternatives” by adding in language about municipalities not being able to restrict or mandate containers, packaging and labeling. It has been clear to some policymakers that these laws were placed to protect the recycling industry at the state-level (Chuang, 2019). However, others have argued that promoting recycling and thereby ensuring an adequate supply of recyclable materials, was just a marketing tactic by the plastic industry to continue to be able to distribute their product (PBS, 2020).

Under the assumption that preemption was designed to protect recycling streams, other CO municipalities have interpreted preemption to not include plastic bags, since single-use plastic bags are not recyclable in municipal recycling providers. Limited thin plastic recycling is available at some grocery stores such as King Soopers for specialty programs such as Trex Decking. As a result, Aspen, Carbondale, Telluride, and Vail have all been able to implement plastic bag bans without legal action being taken (DEHS, 2017).

Additionally, Avon, Boulder, Breckenridge, Crested Butte, Denver, Durango, and Nederland have all enacted plastic policies utilizing fees to limit consumption (Goodland, 2020). The two most common policies in Colorado are a ban on plastics with a fee on paper-bags or a fee on both plastic and paper bags. However, it is important to note that pursuing any plastic ban has the potential to face a lawsuit due to preemption. If pursuing a total ban on single-use bags, the City of Louisville would be the first to implement both a single-use plastic and paper bag ban. Historically, no organization in Colorado has pursued legal actions on the municipal level, as they would need to also sue multiple jurisdictions who are out of compliance with preemption, depending on your interpretation. Furthermore, if constituents vote on the policy, it is difficult to argue against in court.

In considering policy options, it is also imperative to consider the Taxpayer Bill of Rights (TABOR). In Colorado, TABOR conditionalizes revenue the state can retain and spend. TABOR requires that if any tax is being considered, it must be put before the voters. Additionally, any revenue that exceeds the “base” (typically the fiscal year prior’s revenue limit) must be presented to voters or is otherwise refunded. (Colorado General Assembly, n.d.). The City of Aspen faced backlash for their paper bag fee, (but not for their plastic bag ban despite preemption) and was sued by the Colorado Union of Taxpayers, who insisted that the fee is actually a tax. Since new taxes must be approved by voters under TABOR, the group argued that the fee was unconstitutional, since it was not put up for voter approval (Wackerle, 2018).

According to the Colorado Supreme Court, a charge is not considered a tax if the primary purpose of the charge is to defray the reasonable direct and indirect costs of providing a service, or regulating an activity, because such a charge does not raise revenue for the general expense of the government (Wackerle, 2018). The Colorado Supreme Court ultimately found that Aspen was not in violation of TABOR, and that the fee being charged for paper bags was ultimately a fee; the fee is being used to pay for several environmental education outreach and marketing programs (Wackerle, 2018). This 2018 Colorado Supreme Court ruling set a precedent that a fee is not a tax as long as the revenue generated is used for related activities. Future municipalities should not be concerned with any legal action as a result of implementing a fee, so long as they are clear and forthright regarding the intended use of the revenue generated, to ensure that the fee is not being used inappropriately as a tax. According to Boulder, they cannot however raise their fees beyond 20 cents as setting a fee too high based on desired behavioral change is a function of a tax and thus, no longer classified as a fee (Boulder Daily Camera, 2016).

The City of Boulder has been transparent and specific regarding their fee, explicitly stating in their ordinance that fees collected are only being used for specific costs related to the ordinance itself and is not used for general government expenses (City of Boulder, 2020). Stores keep 40% (4 cents) of the fee to cover their costs for complying with the ordinance such as training employees, while the remaining 60% (6 cents) goes to the City of Boulder for administrative costs associated with developing and implementing the fee, providing reusable bags to the community, educating residents and businesses, and mitigating the effects of disposable bags on the city's drainage system and environment (City of Boulder, 2020).

Additionally, the City of Aspen uses the revenue generated from their paper bag fee for program upkeep such as their reusable bag program, to pay a student intern each summer, and to hold an annual electronics recycling activity free of charge to all City of Aspen residents. If the city of Louisville decides to pursue a fee for plastic and paper bags, the ordinance must clearly state what the revenue will be used for in order to avoid any potential litigation from the Colorado Union of Taxpayers or others. That being said, the city can be creative to determine how they would like to use the revenue to continue to promote the Sustainability Action Plan initiatives and strategies. Larger events such as Aspen's electronics recycling program can earmark a substantial portion of revenue generated (approximately \$30,000 in Aspen) while continuing to promote waste reduction initiatives in Louisville.

Equity Considerations

When considering any of the four policy options, it is essential to consider and address the concerns of those who will be disproportionately impacted, particularly low-income individuals, both when structuring a potential ordinance and in the campaign and messaging associated with it (Romer, 2019). Bag bans, for example, often assume that individuals will have the means to purchase reusable bags, however this may pose an undue burden on low-income individuals. In response, municipalities have created reusable bag programs for low-income individuals identified typically by those living at a designated percentage of the poverty line. If considering a ban, the City of Louisville should budget to provide reusable bags for low-income individuals.

It should also be noted that many people, regardless of income, often reuse plastic bags for other purposes such as trash liners and disposing of dog waste. People would therefore be required to purchase plastic bags that were formerly provided for free to the consumer. This also places an additional financial burden on low-income individuals.

A charge on bags poses a recurrent financial burden on low-income individuals if they opt to purchase bags rather than purchase and bring a reusable bag. Some municipalities have addressed this by exempting individuals from bag fees or taxes if the transaction is paid for in whole or in part by food stamp programs (SNAP or WIC, for example) (Romer, 2019). While this is more equitable, it does not address the underlying goal of trying to reduce waste. Because the main goal should be to encourage shoppers to bring their own bags to the store, if the City of Louisville chooses to pursue a bag charge, they should work diligently with low-income community members to ensure that those who do not have reusable bags are able to obtain them at no cost (Romer, 2019). In many cities, the law requires education, outreach, and the distribution of reusable bags at no cost for low-income groups. In New York City, for example, the bill on single-use bags explicitly states that the Department of Sanitation must work alongside local nonprofits and businesses to conduct outreach and distribute reusable bags to residents with an annual income below 200% of the federal poverty line.

Finally, the City of Louisville should also use this opportunity to encourage people to refuse a bag entirely if it is not necessary such as for a single item or encourage businesses to provide reused packaging boxes to consumers free of charge.

Impacts on Businesses

In addition to low-income communities, it is important to consider the impact that a chosen policy would have on businesses, particularly the grocery stores in this context. First, it is important to realize that the grocery stores would be the first line of defense when dealing with customer concerns or frustrations regarding a new policy, whether it be a ban, a charge, or both. Therefore, it is imperative to garner grocery-store buy-in when implementing a new policy. City funds should be allocated to assist grocery stores in training cashiers on the policy and how to address customer concerns. This would require more funds at the onset of the policy, and then could be maintained by the grocery stores themselves as the years progress. In Aspen, the City conducts an annual training with the grocery store personnel to ensure they are all equipped with accurate knowledge regarding the policy.

A complete ban would allow grocery stores to use the remainder of their stock, but there would be no expenditure on buying new single-use plastic or paper bags once the policy is implemented. With a ban in place, community members may decide to shop in other districts without a bag ban thus, impeding the efforts to reduce plastic bags in circulation, and losing Louisville grocery stores business. To address this, businesses may consider providing free boxes for customers to use if they don't have their own reusable bag. This also cuts down on waste by reusing boxes that food products are delivered in.

Paper bags cost more than plastic bags. Policies that impose differential charges on bags such as a higher cost on paper bags or a ban on plastic and a charge on paper result in an additional cost incurred by the grocery stores. As a result, grocery industry groups are often opponents to bag laws. Typically, thin plastic bags cost 1-3 cents and paper bags with handles and 40% post-consumer recycled content cost around 8-10 cents (Romer, 2019). Laws that ban plastic and require a fee on paper bags often lead to stores providing paper for free because stores want to ensure consumers are continuing to purchase freely. It is not uncommon for grocery stores to refrain from charging a fee so as not to offend their customers, or limit their spending (Romer, 2019). The cost of supplying the more expensive paper bags for free cuts into the grocers' profit, which drives many of the grocery store associations opposing straight plastic bag bans and a fee for paper (Romer, 2019). For example, in New York State, the Food Industry Alliance (FIA) is a state's grocers association that opposes plastic bag bans and has filed a lawsuit against a town for implementing a straight plastic bag ban (Romer, 2019). It has been stated that FIA presently opposed both straight plastic bag bans and ban/fee hybrid laws but is in support of a mandated fee on all bags (The Food Alliance Industry, 2017). In Oregon and Washington, the Northwest Grocers Association (NGA) is a proponent of mandating a minimum charge on paper bags to recognize the increased cost that stores face with just a ban on plastic bags (Romer, 2017).

To address some of the costs incurred by businesses such as training staff, changing their checkout infrastructure to remove plastic bag dollies, or the additional cost of paper bags, some CO municipalities implementing bag charges (taxes or fees) have allowed stores to keep a percentage of the charge, while the City receives the remainder. For example, in Boulder, the store maintains 40% (4 cents) while the city receives 60% (6 cents), while in Durango and Telluride they have a 50/50 split, and in Aspen and Carbondale they have a 25/75 split (LBA, 2016).

Plastic bag manufacturers have a particularly large interest in protecting an unregulated marketplace for their product, and plastics industry trade groups have been lobbying against bag laws/fees since the ideas began circulating (Romer, 2019). Plastic bag manufacturers have also found that suing cities to stop adoption or implementation of fees is a tactful and effective step in slowing down the speed at which bag laws are adopted (Romer, 2019). A few organizations that have been recognized as major opponents is the American Chemistry Council (ACC), who created a division called the Progress Bag Alliance (PBA) to

promote reusing and recycling of plastic bags (Romer, 2019). The Society of Plastic Industry replaced the ACC as the parent organization for PBA and changed its name to the American Progressive Bag Alliance (APBA), whose focus is representing bag manufacturers. Presently, the APBA is the biggest spender in the battle against plastic bag laws; it is estimated that they have spent \$6 million to combat California's statewide bag law (Romer, 2019). Novolex, the parent company of the biggest plastic bag manufacturer in the U.S., is a major contributor to the APBA (Romer, 2019).

Finally, while the policies proposed in this policy analysis are specifically targeted at grocery stores, the City of Louisville may want to expand the policy in the future to include other businesses. In doing so, it is important to consider the types of businesses that they may want exempted. For example, in Boulder, they have exemptions in place for restaurants, temporary vendors, farmer's market vendors, and businesses where food is an incidental part of their operation (less than 2 percent of gross sales) (City of Boulder, 2020). In New York City, the paper bag fee exemption is in place for soup kitchens, food pantries, and businesses not subject of collecting NYS sales tax (NYC311, 2020).

Environmental Impacts

Considering the goal of reducing waste and thereby promoting sustainability in Louisville, it is important to critically look at the differences in the environmental impacts of various materials such as thin plastics, paper, reusable plastic bags, or cotton bags. Recent environmental activism regarding plastic bags, such as marketing campaigns displaying the impact they are having on turtles and sea life, insinuate that plastic bags have worse environmental impacts than paper bags. However, a recent life cycle assessment conducted by the UK Environment Agency demonstrated that thin plastic bags (referred to as high-density polyethylene or HDPE in the study) actually have the lowest carbon footprint compared to paper, compostable plastic, reusable thick plastic bags, or cotton bags (see figure 1 below). People often put the most focus on the disposal of various bags, such as the plastic bag that ends up clogging the drain, suffocating the turtle, or breaking the machinery, however this assessment demonstrated that the greatest carbon emission comes during the production phase. For a paper bag to have the same carbon footprint as a thin plastic bag (baseline reused 3 times for other purposes such as trash liners or pet waste), it must be reused nine times, a thick reusable plastic bag (non-woven PP bag) must be reused 33 times, and a cotton bag must be reused 393 times (see figure 2 below). This is because some of these more durable options take significantly more resources to produce such as water and energy.

Figure 1: Impact Summary of Various Bag Types (Edwards & Fry, 2011)

	Impact Summary of Various Bag Types		
	(Carrying Capacity Equivalent to 1000 Paper Bags)		
	Paper (30% Recycled Fiber)	Compostable Plastic	Polyethylene
Total Energy Usage (MJ)	2622	2070	763
Fossil Fuel Use (kg)	23.2	41.5	14.9
Municipal Solid Waste (kg)	33.9	19.2	7.0
Greenhouse Gas Emissions (CO2 Equiv. Tons)	0.08	0.18	0.04
Fresh Water Usage (Gal)	1004	1017	58

Figure 2: The number of reuses necessary to have the same carbon footprint as a thin plastic (HDPE) bag (Edwards & Fry, 2011)

Type of Carrier	HDPE Bag (Used 3 Times)
Paper Bag	9
LDPE Bag	12
Non-woven PP Bag	33
Cotton Bag	393

However, the end of life for bags is still an important consideration. Plastic bags, while producing less carbon, do have deleterious effects on waterways, animals, human health, and infrastructure since they never breakdown. Paper bags, on the other hand, can be recycled more readily or composted if they are wet or soiled. Education within the community regarding these nuances are therefore imperative to be able to claim program success. Many people assume that paper is the more environmentally friendly choice, but if it is not reused at least nine times, or disposed of properly, there is no environmental benefit in banning plastic and allowing paper. Education regarding the importance of reusing bags and disposing of them properly should be included in all marketing campaigns.

A complete ban would significantly reduce the number of single-use plastic bags and paper bags in the waste management system. However, policy loopholes can lead to differing tactics that causes more environmental harm. For example, in Chicago, policymakers defined their ban on thin plastic bags as bags less than 2.25 mils thick (Homonoff, n.d.). In response, businesses circumvented the ban by providing plastic bags thicker than 2.25 mils, effectively negating the ban and even making it worse. Additionally, the city saw an uptick in paper bag use and trash bag purchases. As a result, Chicago decided to repeal their plastic bag ban and initiated a 7-cent tax on both plastic and paper bags, resulting in a 40 percent decrease in disposable bag use (Homonoff, n.d.). Therefore, while bans can be effective, policymaker must be careful when writing the policy to ensure there are no loopholes.

With a fee in place, consumers may be less deterred by the cost of the bag as they are still available for purchase, leading to continued use of single use plastic and paper bags and continued waste generation despite efforts to curb use. A fee that starts off on the lower end of the spectrum (5-10 cents per bag) and incrementally increases, has shown to be more effective for behavior change and deterring customers from purchasing bags. One small benefit to the fee on all bags is that people may use thin plastic bags as liners for small trash cans, or to pick up after dogs, so since those bags are still available for a small fee, people don't feel the need to spend more money on specialized options and additional plastic waste. A fee may encourage consumers to be more mindful about whether they need a bag for each purchase, thus reducing the amount of unnecessary additional plastic products (Romer, 2017).

Lastly, it is important to consider both consumer behavior changes in the wake of the COVID-19 outbreak, as well as changes to/suspensions of grocery store policies regarding the use of reusable bags. There are growing concerns regarding the sanitation of reusable bags and their potential ability to spread viruses. Currently, the CDC recommends that grocery store workers wash their hands after touching objects that have been handled by customers such as reusable grocery bags (CDC, 2020); however, some stores have responded to this health concern by no longer allowing reusable bags in the store, or by implementing a policy that cashiers are not allowed to handle the reusable bags. In the wake of COVID-19, it is likely that plastic advocacy groups will utilize this health concern to promote the use of single-use plastic bags. Policymakers should be prepared to address these concerns, as well as work with grocery stores to reintroduce reusable bags once it is considered safe to do so.

Effects for Regional Partnerships

Kroger, the parent company to the grocery store chain King Soopers, has already taken measure to remove all plastic bags in check-out lanes by 2050. Larger businesses, such as King Soopers, prefer the state to implement policies rather than localities pursuing different policies in different locations. Chris Howes, who represents the Colorado Retail Council states, "We want uniformity throughout the state so our stores, which operate in every corner of the state, can have one law on plastics. We would like to see one state law, but we do understand home-rule powers. It's a delicate balance," (Goodland, 2020).

Without a comprehensive state law, it is up to municipalities to set a policy to reduce single use bags. It would be most beneficial for businesses if the City of Louisville adopted the same or similar policy as its neighboring jurisdictions, such as the City of Boulder, to establish uniformity in the policy landscape. By implementing the same fees using the same structure as the City of Boulder, policy is kept consistent throughout the county. The City of Louisville has three grocery stores: Safeway, Alfalfa's, and King Soopers, and all three chains have a location in the City of Boulder as well. Therefore, there is already institutional knowledge within the grocery stores regarding policy implementation and this may result in a reduction of implementation costs due to decreased training.

Quantifiable Considerations

Establishing the Baseline

In order to accurately quantify the impact of a chosen single-use bag policy, it is necessary to first establish a baseline as to how many bags the City of Louisville currently uses. Previously, the Global Citizen's Elementary Group attempted to establish a baseline in Louisville by contacting grocery stores to ask how many bags they used a month. Stores were unable to provide this information. They explained that their bags are purchased in bulk by region, and number of bags distributed to each location are not documented.

In the City of Aspen, researchers assessed the result of their bag policy by surveying customers leaving the grocery stores. Surveyors counted approximately how many paper or reusable bags each customer was exiting with, denoting approximate age, gender, and ethnicity (DEHS, 2017). This method could be utilized to establish the baseline for the City of Louisville; however, we were unable to within the timeline of this project due to the COVID-19 outbreak stay-at-home orders. We recommend that before pursuing a policy change, the City of Louisville establishes an accurate baseline quantity of single-use bags used utilizing the City of Aspen's method. A detailed description of the method can be found in Annex B. Furthermore, surveys should not be conducted until all COVID-19 grocery store policies regarding reusable bag use have been removed.

Despite not having an exact baseline number determined through observational study, we can estimate approximately how many bags are being utilized in the City of Louisville, though the exact breakdown of plastic, paper, and reusable bags due to Louisville consumer behavior is unknown. According to the U.S. Census Bureau 2018 population estimates, the City of Louisville has a population of 21,163 people (Census Bureau, 2020). In a 2016 Grand County Waste Diversion Study, they estimate approximately 230 single-use bags (both paper and plastic) used per person/year, which is generally consistent with 216 estimated single-use bags per person/year used in Boulder County (LBA Associates Inc., 2016). If we assume an average of 223 single-use bags used per person/year in the City of Louisville, this equates to a total of approximately 4.7 million single-use bags used per year in the City of Louisville.

For this analysis, we have assumed a breakdown of plastic bags representing 90% of the bags used, and paper bags representing the final 10%. This is consistent with the Grand County Waste Diversion Study. Assuming a weight of 5 grams per plastic bag and 55 grams per paper bag, this would approximate a total of 52 tons of waste each year. Plastic bags are notoriously a very small percentage of the waste stream, averaging 2% or less (MSW Consultants, 2019, p.45). However, even with paper bags comprising only 10% of the bags used, they contribute more weight to the total waste for bag use compared to plastic (29 tons versus 23 tons). Therefore, policies that limit paper more than plastic will result in a greater reduction in waste tonnage annually. We don't know however how much of these paper bags are recycled or composted. A summary of baseline figures can be found in figure 3 below.

Figure 3: Summary of baseline figures.

Baseline: No single-use bag policy	
Amount of waste generated	4.7 million bags per year/ 52 tons per year
Costs*	\$0
Revenues	\$0

*Costs does not account for costs incurred from repairing broken recycling equipment, damages caused by clogged drains, effects on health, or effects on the environment.

Policy with no revenue generated (Option 1)

A complete ban of both plastic and paper bags would result in the greatest reduction of waste from grocery stores, with all bags being diverted from the landfill once store supplies run out. A ban however does not produce any revenue for the city, and there are implementation costs that would need to be planned for. Marketing and outreach regarding the change in policy should be conducted in the grocery stores and in the community at least 9 months leading up to policy implementation and 6 months afterwards. Some marketing tactics that have been used in other Coloradan municipalities include a banner over Main St, signs at checkouts, and updating the city’s website with marketing materials explaining the policy change. Cost could be saved if students are utilized to help produce marketing materials and to conduct outreach. \$60,000 for initial marketing and training of grocery store personnel was approximated following conversations with stakeholders, with an additional \$15,000 for annual implementation costs including continual community education and outreach.

\$15,000 was also approximated to provide a free reusable bag program for low income individuals. According to the 2018 American Community Survey, 5.4% of the population in Louisville are below the poverty line, or approximately 1,200 people (ACS, 2018). To provide 5 reusable bags for each person below the poverty line, this would be approximately 6,000 reusable bags needing to be procured. Some of these costs of purchasing and providing bags can be offset by sponsors paying to put their logo on the city’s bags.

Figure 4: Cost-benefit analysis of option 1.

Benefits	
Reduction in waste	4.7 million bags per year/ 52 tons per year
Revenue generated for the City	\$0
Costs	
Initial Marketing and Training (Year 1 Only)	(\$60,000)
Annual Education and Outreach	(\$15,000)
Reusable Bag Program	(\$15,000)
Potential Legal Costs	unknown
Net Benefit	
Net Revenue	Year 1: (\$90,000) Year 2: (\$30,000)
Dollar per unit of waste reduction	Year 1: 2 cents per bag reduced/ \$1,730 per ton of waste reduced Year 2: Less than 1 cent per bag reduced/ \$577 per ton of waste reduced

Policies that generate revenue (Options 2 & 4)

For the purposes of this cost-benefit analysis, we followed the City of Boulder’s breakdown of a 10-cent charge on both paper and plastic bags. By setting the charge the same for both plastic and paper bags, the town does not pass a value judgement as to which material is worse. This breakdown also produces consistency within Boulder County and potential opportunities for regional partnership. However, we recommend city officials evaluate community willingness to pay and set the base charge slightly higher in order to produce the greatest behavioral change. We have also adopted the City of Boulder’s model of 40% of revenue generated staying with businesses to put towards training their employees and other costs generated, while 60% of revenue generated are remitted to the City of Louisville to finance program implementation costs. We have also assumed that with the same charge on both plastic and paper bags, there would not be a change in the percentage of people using plastic (90%) or paper (10%) bags.

We have calculated the associated revenues and costs for three different rates of behavioral change: 65%, 75%, and 85%. The target behavioral change is for community members to forego single-use bags and opt to bring their own reusable bags. Based on previous case studies, such as the City of Boulder, we can expect that a tax or fee would result in approximately a 65 – 75% reduction in bags used (*Boulder bag fee*, n.d.), however there are some case studies (Chicago) that have rates as low as 40% (Homonoff, n.d.). There is no reason to believe that the difference between a specific excise tax or a fee would produce different results, since they behave the same in implementation. Some people may be slightly more averse to the word tax, but there is no data that proves this. The main difference between a tax or a fee on both plastic and paper bags is the process of getting the policy enacted, and what can be done with the revenue once it is generated.

Figure 5: Cost-benefit analysis of Option 2.

Rate of Behavior Change	65%	75%	85%
Benefits			
Reduction in waste	3.0 million bags/ 33.8 tons waste	3.5 million bags/ 39 tons waste	4.0 million bags/ 44.2 tons waste
Revenue generated for: Businesses (40%) /city (60%)	\$170,000 \$68,000/\$102,000	\$118,000 \$47,200/\$70,800	\$70,000 \$28,000/\$42,000
Costs			
Initial Marketing and Training	(\$60,000) Y1 only	(\$60,000) Y1 only	(\$60,000) Y1 only
Annual Education and Outreach*	(\$20,000)	(\$20,000)	(\$20,000)
Reusable Bag Program**	(\$15,000)	(\$15,000)	(\$15,000)
Net Benefit			
Net revenue	Y1: \$7,000 Y2: \$67,000	Y1: (\$24,200) Y2: \$35,800	Y1: (\$53,000) Y2: \$7,000
Dollar per unit of waste reduction	Y1: 3.2 cents per bag \$2,810 per ton of waste Y2: 1.2 cents per bag \$1,035 per ton of waste	Y1: 2.7 cents per bag \$2,435 per ton of waste Y2: 1 cent per bag \$897 per ton of waste	Y1: 2.3 cents per bag \$2,149 per ton of waste Y2: Less than 1 cent per bag \$791 per ton of waste

*An additional \$5,000 was included to pay for a part-time (20 hours) summer intern for June – August at a rate of \$20 per hour due to the increased time required to implement a charge.

**Cost of programs for low-income individuals varies depending on choice of policy or program. If free reusable bags are provided to low-income individuals and families as was done in option 1, this would be approximately a \$15,000 annual cost to the City of Louisville to provide reusable bags each year to individuals and families on state and federal food assistance programs. Another option that has been administered in other municipalities implementing a charge, is to exempt individuals on state and federal food assistance programs from the fee. This would be more equitable; however, it results in a loss of revenue if low-income families are not paying for single-use bags and are not changing their behavior. If all the approximately 1,200 individuals below the poverty line in Louisville did not bring a reusable bag and did not pay the bag charge from option 2 or 4, this would result in approximately \$27,960 loss in revenue for the city, as well as 267,600 single-use bags being used or 3 tons of waste generated. Therefore, for this policy analysis, we have included the less expensive and more environmental alternative of a free reusable bag program for low income individuals.

Mixed policy option (Option 3)

Option 3, a ban on plastic and fee on paper, is unique in that it shifts some of the consumers that would formerly utilize plastic to paper. Numerous cities and states have reported an uptick in the number of paper bags used following the implementation of this type of policy. This therefore gets a lot more nuanced and increasingly difficult to estimate approximately how many bags will be used. The City of Aspen Single Use Bag Study found that 15% of people exiting the grocery stores were using paper bags following their plastic bag ban and paper bag fee (DEHS, 2017). This represents a 5% increase in paper bag use compared to a baseline of 10%. It can therefore be expected that approximately 85% of bags would be reduced with a plastic bag ban and a paper bag fee. However, the waste tonnage associated with this reduction would increase, since paper bags are heavier than plastic bags. The weight calculated in figure 6 corresponds with the weight of all paper bags, rather than the 90/10 split seen in the previous two figures.

Figure 6: Cost-benefit analysis of Option 3.

Rate of Behavior Change	65%	75%	85%
Benefits			
Reduction in waste (Baseline: 284 tons waste)	3.0 million bags/ 184.6 tons waste	3.5 million bags/ 213 tons waste	4.0 million bags/ 241.4 tons waste
Revenue generated for: Businesses (40%) /city (60%)	\$170,000 \$68,000/\$102,000	\$118,000 \$47,200/\$70,800	\$70,000 \$28,000/\$42,000
Costs			
Initial Marketing and Training	(\$60,000) Y1 only	(\$60,000) Y1 only	(\$60,000) Y1 only
Annual Education and Outreach*	(\$20,000)	(\$20,000)	(\$20,000)
Reusable Bag Program**	(\$15,000)	(\$15,000)	(\$15,000)
Net Benefit			
Net revenue	Y1: \$7,000 Y2: \$67,000	Y1: (\$24,200) Y2: \$35,800	Y1: (\$53,000) Y2: \$7,000
Dollar per unit of waste reduction	Y1: 3.2 cents per bag \$514 per ton of waste Y2: 1.2 cents per bag \$189 per ton of waste	Y1: 2.7 cents per bag \$446 per ton of waste Y2: 1 cent per bag \$164 per ton of waste	Y1: 2.3 cents per bag \$393 per ton of waste Y2: Less than 1 cent per bag \$144 per ton of waste

Comparison of Policy Options

Each policy option has various pros and cons. The table in figure 7 below briefly outlines the quantitative (net revenues for year 2) and qualitative rankings for each policy option. Qualitative considerations (legal, equity, business, environment) are assigned a ranking of least preferred, some concerns, and most preferred.

Figure 7: Comparison of policy options.

	Quantitative (Y2, Net Revenue)			Qualitative			
	65%	75%	85%	Legal	Equity	Business	Environment
Option 1: Bag ban	(\$30,000)			Least Preferred	Most Preferred	Most Preferred	Most Preferred
Option 2: Bag fee	\$67,000	\$35,800 <i>*anticipated</i>	\$7,000	Some Concerns	Some Concerns	Some Concerns	Least Preferred
Option 3: Ban/fee	\$67,000	\$35,800	\$7,000 <i>*anticipated</i>	Least Preferred	Some Concerns	Least Preferred	Some Concerns
Option 4: Bag Tax	\$67,000	\$35,800 <i>*anticipated</i>	\$7,000	Most Preferred	Some Concerns	Some Concerns	Least Preferred

The selection of a policy depends strongly on the values of the City of Louisville. Below is a summary of the pros and cons for each policy option, recommendations on how to mitigate the areas of greatest concern, and our recommendations on which policies to consider.

Option 1: Ban on all plastic and paper bags (Recommend for consideration)

This policy produces the greatest reduction in waste and requires the least resources for upkeep. This policy does not generate any revenue and would cost the City of Louisville approximately \$30,000 a year, though the costs of implementation could decline as the years progress. For example, \$15,000 is allocated for an annual reusable bag giveaway for low-income families, however if families no longer require bags, this cost line can be reduced or eliminated. Costs for bags can be offset by companies paying for their logo to be printed on the bags. Education and training costs will also reduce over time as community members and cashiers become familiar with the policy. If bags are provided to low-income families, equity issues are also remediated. The biggest concern with this policy is the potential for legal action taken regarding plastic preemption. While no other Colorado municipality that has implemented a plastic bag ban has been sued, there is still a potential that it could happen. We strongly recommend conferring with legal guidance before pursuing this policy.

Option 2: Fee on both plastic and paper bags (Do not recommend)

While this policy produces one of the lowest reductions in waste (tied with option 4), it is also the easiest to get passed. By choosing to pursue a fee, the City of Louisville would not be required to have citizens vote on the ordinance. However, the city would be restricted by TABOR as to how the revenues could be spent. All revenue generated from the fees collected must be put towards implementation costs and relevant programs such as those aimed at reducing waste. We recommend that fees generated from this policy be used to increase the capacity of the City Manager’s office to implement the program by providing

the Sustainability Specialist a part-time summer intern, provide reusable bags for low-income families, and provide a free annual recycling program for hard-to-recycle items such as electronics to the community. Due to the strict TABOR restrictions as to how revenue can be spent, there are some concerns regarding potential legal action. It is imperative to be specific when writing the policy to ensure the policy is interpreted as a fee and not a tax, while also remaining open enough to allow for additional environmental programs as the need arises. Again, we recommend pursuing legal advice.

Since both plastic and paper are still available, this does not pass a value judgement as to whether paper or plastic is better for the environment. However, fees may not be a strong enough deterrent for some individuals, resulting in a lower reduction in waste. By gradually increasing fees, the city can address consumer complacency with fees and slipping back towards to mean. Boulder County may however cap the fee allowable at 20 cents, therefore the city may not be able to raise the fee high enough to truly discourage the use of bags.

Equity is a large concern when charging for both plastic and paper bags. Equity concerns can be remediated by providing reusable bags to low-income families, or by waiving the charge for low-income families. We recommend creating a program to provide reusable bags as this is more cost-effective and contributes greater to the goal of reducing waste. Overall, this policy has many restrictions and may not result in a large decrease in waste, therefore, we do not recommend this policy.

Option 3: Ban on plastic and fee on paper (Do not recommend)

Option 3 passes a value judgement that plastic is worse than paper, and the literature does not support this, contrary to popular belief. This policy would likely see a greater reduction in the number of bags used than option 2 or 4, however there would be an uptick in the number of paper bags used, resulting in an increase in waste tonnage. This policy would also negatively impact businesses because paper bags cost more than plastic bags, and they would end up having to purchase more paper bags. There is also the potential for legal action as a result of preemption for the plastic ban as well as TABOR for the paper fee if fees are not utilized appropriately. We strongly do not recommend this policy.

Option 4: Tax on all single-use bags (Recommend for consideration)

This policy option would produce the same revenue and environmental impact as option 2, however all legal concerns are remedied with this policy option. For all intents and purposes, this can be viewed as pursuing the “correct channels,” while a fee appears to be a work around of the voters. By pursuing a tax and having constituents vote on the charge, all potential concerns regarding TABOR are mitigated and the city can use the revenue however they’d like; however, we do still strongly recommend that the revenue generated from the tax be put towards environmental programs to continue to promote the cities Sustainability Action Plan. This policy may be more difficult to pass since taxes can have a negative connotation. Marketing and outreach for this policy needs to be very clear that this would be a specific excise tax at a fixed cost paid only by those who choose to purchase a bag, not an ad valorem tax applied to everyone.

Similar to option 2, a tax may not be a strong deterrent for some individuals, resulting in a moderate reduction in waste compared to policy options 1 and 3. However, since constituents would need to vote again in order to approve an increase in taxes, it may be more difficult to address complacency with fees than option 2. Therefore, policymakers may want to begin by setting the tax for plastic and paper bags higher than constituents’ willingness to pay to have the largest environmental impact. Finally, as with other policy options, equity concerns can be mitigated by providing a reusable bag program for low income individuals.

Final Policy Recommendations

Finally, there are several overarching recommendations that can be applied to all policy options. Below is a list of final recommendations to consider when pursuing a single-use bag policy.

- Conduct a baseline study to be able to better evaluate the effect of your chosen policy. This may also illuminate patterns specific to Louisville that were not able to be considered in this policy analysis.
- Consult legal guidance when drafting any policy, particularly those pertaining to preemption or TABOR.
- If choosing a revenue generating policy, fees or taxes should be set the same for both plastic and paper bags so that there is no value judgment as to which material is better or worse.
- Develop a long-term approach for the policy and leave room for expansion. Additional products such as single use packaging and additional stores should be included in future policy to maximize reductions in waste.
- Don't become too reliant on revenue generated from any policy options, especially those generated from a tax as the ultimate goal should be to reduce waste.
- Consider hiring an intern or assistant for policy implementation.
- The best education for consumers happens at point-of-sale. Marketing explaining any policy changes should be made available at grocery store checkout counters at least 6 months prior to policy implementation and should be updated following implementation.
- Children can be extremely influential in changing parent and family behaviors. Children should be included in the marketing of the new policy and in developing educational materials.
- Don't discount the rippling effect of behavioral change.

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Annex A: Summary of Stakeholder Analysis and Interviews

Assessing the interest and influence of various stakeholders can be beneficial in determining the policy approach to take. From our initial stakeholder analysis, we identified four main stakeholder groups surrounding plastics policy: local government, businesses, environmental groups, and community members. After our conversations with stakeholders, we have also identified a fifth stakeholder group, the plastics/oil industry. A graph representing the interest/influence level for each stakeholder can be viewed below in Figure 1, followed by a chart demonstrating the relationships and any potential sources of tension between each stakeholder group in Figure 2.

Figure 8: Stakeholder Interest/Influence Matrix

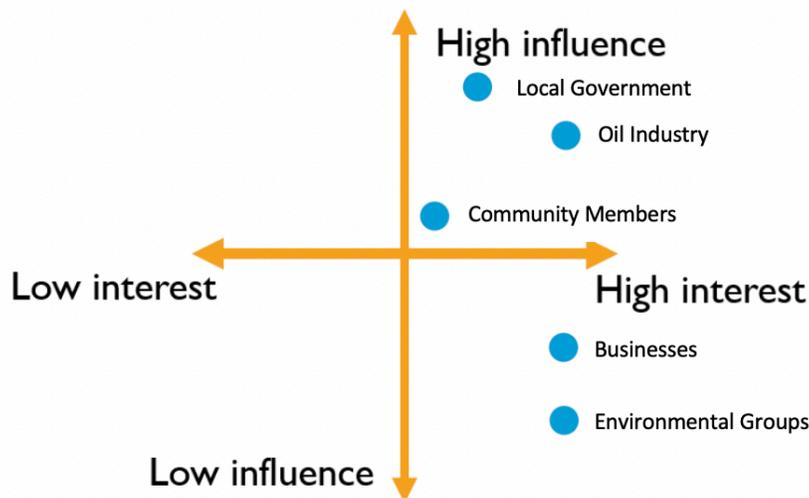


Figure 9: Stakeholder Relationship Mapping

	Local Government	Businesses	Environmental Groups	Oil Industry	Community
Local Government		Conflict: economic	Cooperative	Conflict: legal	Conflict: economic
Businesses			Conflict: environmental	Passive	Cooperative
Environmental Groups				Conflict: environmental	Cooperative
Oil Industry					Passive
Community					

Following our stakeholder analysis, we conducted informational interviews with representatives from local government and environmental groups. Due to time constraints and complications due to COVID-19, we were not able to conduct interviews with businesses directly or plastics/oil industry representatives, though these stakeholders should be engaged in the future. Community members were not engaged for informational interviews since the City of Louisville 2020 Citizen Survey is slated to be conducted during the summer of 2020. This year's survey includes a question concerning citizens' opinions of implementing a bag charge in grocery stores. Results of the survey should be used to inform future policy actions.

In total, we conducted four stakeholder informational interviews with representatives from local governments and environmental groups. They included:

- Caleb Dickinson, Councilmember, City of Louisville City Council
- Liz Chapman, Senior Waste Reduction & Environmental Health Specialist, City of Aspen
- Tiffany Boyd, Teacher, Global Citizen's Elementary Group
- Elizabeth French and Tim Broderick, City of Boulder/Partners for a Clean Environment (PACE)

A summary of the findings from the stakeholder interviews can be found below. Please note that the ideas presented here are those of the interviewees, and don't necessarily represent their organization as a whole.

Environmental Groups

Representatives from the Global Citizen's Elementary Group and Partners for a Clean Environment (PACE) were interviewed regarding their organizations' views on and capacity to support plastics policy in Louisville. Key findings from their interviews include:

- Implementing a new policy requires staff to conduct outreach and education with businesses and community members to ensure a smooth transition. In order to implement a new policy, the Sustainability Specialist position at the City Manager's Office will require additional support. Local organizations such as PACE lack the staffing to be able to have a large hands-on role in rolling out the new policy. It is recommended that the Sustainability Specialist position be upgraded to a full-time position, with a part-time assistant or intern assigned to support the Sustainability Specialist.
- Education is crucial to generate community-buy in. An educational outreach plan is should be included as an implementation cost of any new policy.
- Children are instrumental when attempting to produce behavior change, such as switching from single-use bags to reusable bags. Children can engage their parents and older community members. Students should be utilized and incorporated into educational outreach campaigns.
- Policy makers can expect compromise to reduce the comprehensiveness of any new policy introduced. Policy makers should aim for the most comprehensive policy.
- Grocery stores benefit most from a comprehensive state-wide law being passed. They are not against plastic policy, but they want it to be comprehensive. In the absence of a comprehensive CO state law, it would be helpful for Louisville grocery stores to match what City of Boulder is doing since grocery stores are already familiar with the infrastructure necessary to implement it.
- There is a growing concern amongst environmental groups of the American Chemical Association, a petroleum industry lobbying organization, utilizing COVID-19 as leverage to support single-use plastics. The environmental groups need to be prepared to defend against growing health concerns related to reusable bags.
- The City of Louisville may be more successful at garnering higher rates of community buy-in than other case studies such as Aspen or Boulder due to their more stable population. City of Aspen experiences a large tourist population that is often unfamiliar with local ordinances and show up

unprepared (without reusable bags) for shopping trips, and the City of Boulder experiences a large influx of students and researchers each year.

- If implementing a fee, recommend leaving a lot of wiggle room in local ordinance as to what the revenue generated from the fee can be used for. City of Aspen has been successful at using revenue generated to fund a free annual electronics recycling program for the community (approximately 1/3 of program revenue) along with policy upkeep and outreach, while the City of Boulder was too limited in their definition as to how the funds could be used and have trouble spending all of the money.
- If a fee-based policy is selected, it should be viewed as a stepping-stone towards zero waste, not an end goal. There is a tendency for jurisdictions to become too comfortable with the revenue generated from fees and making it too difficult to update their policy. Any fee-based policy should include a plan on how it will be phased out in a longer term zero-waste solution.
- The jurisdictions' goals and values should be evaluated when choosing a policy. A policy banning or charging a fee for single-use bags does not produce a large impact on waste reduction, but it can be symbolic in producing behavioral change within the community.

Local Government

Representatives from the City of Louisville City Council and City of Aspen Sustainability Office were interviewed regarding local government perspective and experience surrounding plastic policy at the municipal level. Key findings from their interviews include:

- The ripple effect of behavioral change should not be discounted, despite being difficult to quantify. While a reduction in single-use bag use may produce minimal impacts on the amount of waste generated, a bag policy may produce further behavioral change at locations and substances not included in the policy.
- It is crucial to determine a baseline prior to implementing a plastics policy so behavioral change can be measured.
- The best education regarding policy happens at point of sale. In the months leading up to a policy change, include notices and infographics explaining the policy in checkout lines at affected stores.
- If considering including produce bags as part of ordinance, paper bags are not a suitable alternative due to their structural integrity and opacity. If produce bags are not transparent, this slows down checkout.
- If a community votes on a policy, it is very difficult to be argued against in the court of law.
- It is preferred if the state pursues a comprehensive policy, rather than a patch-worked municipal approach. This would be better for businesses, and better for municipalities who have limited time and resources to pursue new policies. Municipal time and resources will only be allocated to a policy that is going to have a substantial impact.
- There is a common sentiment that in environmentally conscientious communities such as Louisville, businesses are unlikely to be vocal opposition to plastic policies due to impacts on their brand. Larger franchises may be more unwilling to change behaviors due to the patch-work nature of the policy landscape.
- There are concerns regarding the timing of a new policy, particularly if restaurants are included. Restaurants have been negatively impacted due to COVID-19, and it would be unfair to put an additional burden on them following a crisis. Incentive programs such as buy-backs of old stock of plastic containers could be helpful.

Annex B: Baseline Study Methodology

Establishing a baseline can help the City of Louisville gain a better understanding of the demographics, usage, and frequency of single-use bags at grocery stores. The baseline can also help inform an estimate for consumers' willingness to pay if a fee or tax were to be implemented.

There are three methods to establishing a baseline provided in this appendix. The first method has been adopted from the "City of Aspen Single Use Bag Study" (2017). Note that Aspen implemented a ban on plastic bags and a 10-cent fee on paper bags. The second is through survey methods. The last is to implement the policy and see subsequent changes. Each of the methods come with their own strengths and limitations. The most common methodologies were interviews and surveys.

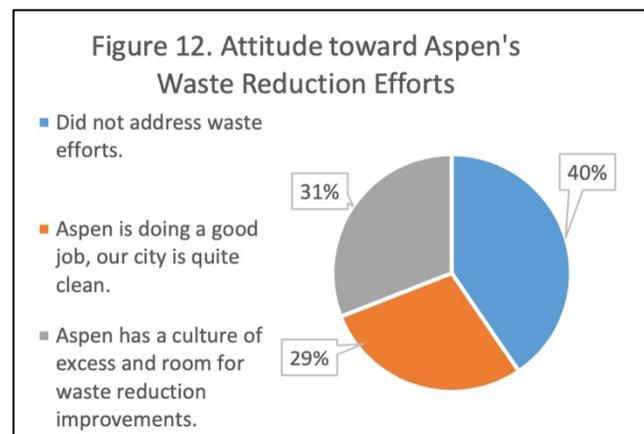
City of Aspen Single Use Bag Study

The City of Aspen used an observational methodology to assess the effectiveness of the policy after it was implemented. Per Aspen's Waste Reduction Ordinance, grocery stores are required to report the quantity of paper bags purchased. Thus, the baseline Aspen used was provided by grocery store report data and compared to the observational study. Data was gathered by an observer at the grocery stores and took note on apparent sex, approximate age, and type of bag (paper, reusable, or none) that exited the store. Observations were recorded in the morning (9a-11:30a), lunchtime (11:30a-1:30p), afternoon (1:30p-4:30p), and evening (4:30p-6:30p). Note that day of the week may also make a difference in the total number of shoppers.

Survey & Interview Method

The City of Aspen included a survey and interviewing methodology into their study. The purpose of interviews and surveys was to gauge community and visitor awareness and views towards the policies. Interviews and surveys have also been the most commonly deployed method to establish a baseline.

Using a survey method allows for greater and more specific insight. For example, a survey can find characteristics on the availability and cost of reusable bags, demographic information of respondents, preferred grocery store, and specific reasons as to why individuals would be limited or likely to use reusable bags. However, surveys can be inherently biased as you have those with higher opinions typically responding to surveys. Thus, interviews can help tease apart some of the biases that come with surveys and gain insight into the qualitative responses and is highly recommended for after the policy has been implemented. Interviews and surveys can be used to understand further recommendations citizens may have in waste reduction efforts.



Implement Policy, Measure After Method

It is highly recommended that a baseline measure be conducted. However, if a policy on single-use bags at grocery stores will be implemented without a baseline, the costs generated from the policy can be used to fund a baseline study as a prospective cost. This method implies that the fee policy will be pursued rather than a total ban and could be an initial cost before revenue from fees is generated. There is greater responsibility placed on grocery stores to report how many bags they have historically purchased as compared to what the purchase after the policy is enacted. The City of Aspen conducted a study five years after the implementation of their single-bag reduction policy. Louisville can use the generated revenue to fund a study and conduct subsequent studies in the following years. The City of Lawrence, Indiana Sustainability Advisory Board recommends a baseline study six months prior to the policy implementation and to revisit the policy every five years to suggest updates and revisions if necessary.

Citizens Science

The use of citizen science can be implemented with any of these methods but come with their own costs. Integrating technology such as the use of text-in information or a smartphone app can increase responses and give greater autonomy to the community. Citizens science is often described as public participation in scientific research and has been popular in the ecological and biological sciences.

Annex C: List of Future Policy Options for Other Single-Use Products

#	Name	Website Link
1	Portland Government Single Use Plastic Reduction Policy	https://beta.portland.gov/bps/garbage-recycling/single-use-plastics-reduction-policy
	<p><i>Description:</i> As of October 1, 2019, businesses in Portland cannot automatically include plastic straws, stirrers, utensils, or individually packaged condiments in a customer’s order for dine-in, drive-through, take-out, or delivery. These items can only be provided upon customer request.</p>	
2	Berkeley, CA – ban on single-use coffee cups	https://www.theguardian.com/us-news/2020/jan/05/berkeley-california-disposable-cup-law
	<p><i>Description:</i> On January 1st, 2020, the city of Berkeley, California rolled out the nation’s most comprehensive law to fight throw-away food packaging. The groundbreaking new rules require restaurants and cafes to charge 25 cents for each disposable cup, make all to-go containers compostable and, starting in July 2020, use reusable food ware, such as porcelain dishes, for customers who are dining in.</p>	
3	San Diego, CA – ban on Styrofoam and drink containers	https://www.nationalgeographic.com/environment/2018/07/ocean-plastic-pollution-solutions/
	<p><i>Description:</i> San Diego has joined a growing number of cities to ban containers made of polystyrene, better known as Styrofoam—the Dow Chemical trademark name for extruded polystyrene. The ban includes food and drink containers, egg cartons, ice chest coolers, aquatic toys for swimming pools, and mooring buoys and navigation markers. The ocean-side city is the largest in California to ban polystyrene. The San Diego City Council voted 6-to-3 on January 8 to approve the ban, despite objections from owners of small restaurants who complained that the costs of using environmentally degradable containers, such as cardboard or compostable paper, could be double.</p>	
4	Vermont – an act relating to the management of single-use products; Act 69	https://dec.vermont.gov/content/single-use-products-law https://legislature.vermont.gov/Documents/2020/Docs/ACTS/ACT069/ACT069%20As%20Enacted.pdf
	<p><i>Description:</i> After July 1, 2020, stores and food service establishments will no longer provide plastic carryout bags at check-out. After July 1, 2020, stores and food service establishments may provide paper carryout bags at check-out, for a minimum of \$0.10 each. After July 1, 2020, stores and food service establishments will no longer provide or sell food or beverage containers made of expanded polystyrene, including plates and cups, take-out containers, and egg cartons.</p>	
5	EU Plastics Strategy – all plastic packaging must be reusable or recyclable by 2030	https://ec.europa.eu/commission/presscorner/detail/en/STATEMENT_19_1873
	<p><i>Description:</i> The most comprehensive strategy in the world adopting a material-specific lifecycle approach with the vision and objectives to have all plastic packaging placed on the EU market as reusable or recyclable by 2030. The Single-Use Plastics Directive adopted by the European Parliament is an essential element of the Commission's Circular Economy Action Plan as it stimulates the production and use of sustainable alternatives that avoid marine litter.</p>	

6	Honolulu, Hawaii – Bill 40	https://www.huffpost.com/entry/hawaii-strict-plastic-ban_n_5de95c48e4b0d50f32b0a655
<p><i>Description:</i> In December 2019, Honolulu City Council passed Bill 40, which will implement the strictest ban on single-use plastic utensils, straws, and polystyrene foam containers in the State of Hawaii. The legislation will take effect in phases, with polystyrene foam being banned first in 2021 and disposable plastic being banned in 2022. The measure will cover Honolulu County, which the council oversees and includes the entirety of Oahu, Hawaii’s most populated island.</p>		



Xcel Energy and City of LOUISVILLE Partnering for a Carbon-Free Future

May 4, 2020

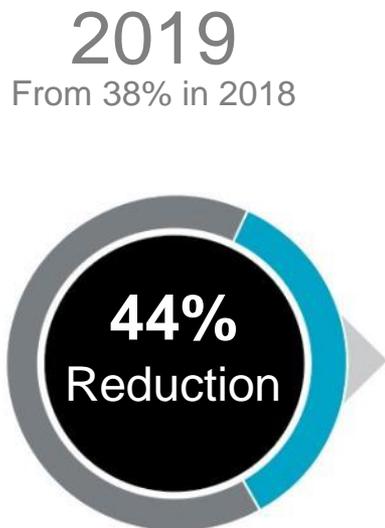
Agenda



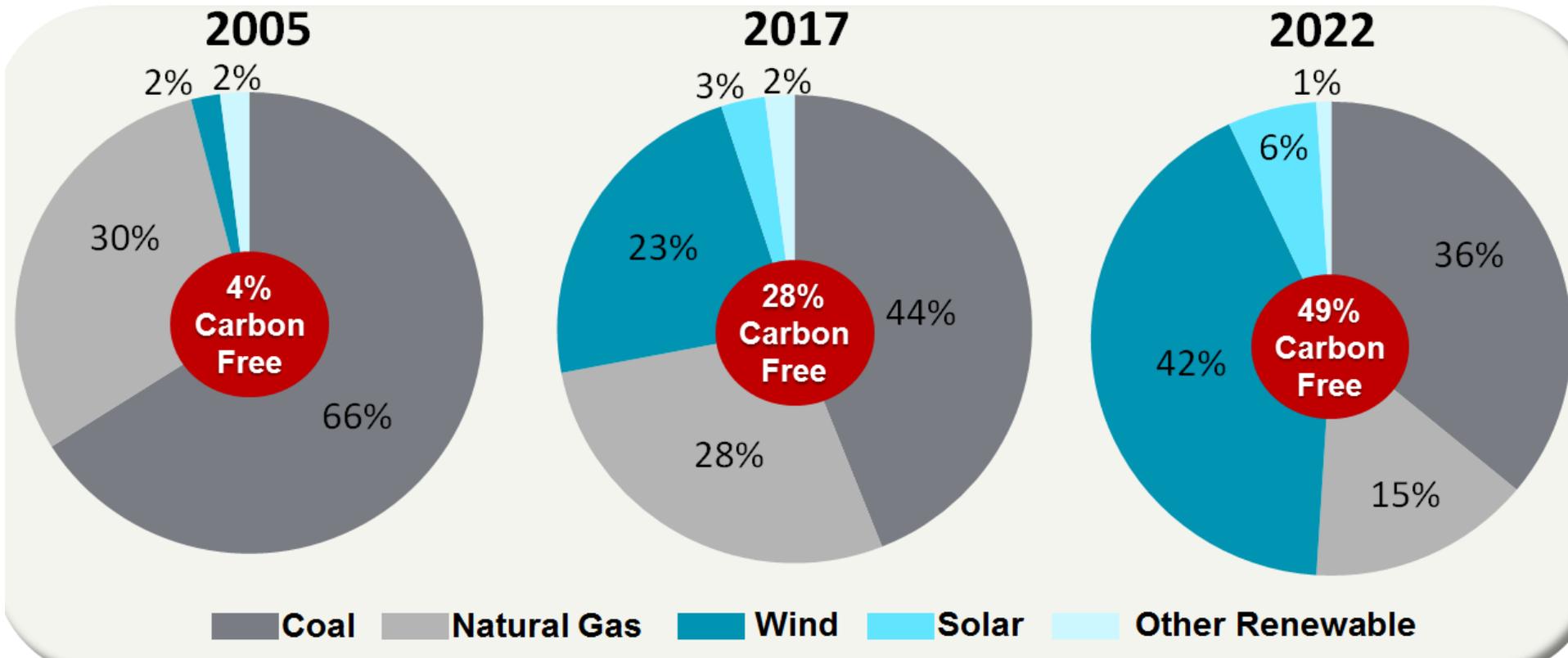
1. Xcel Energy's Carbon Free Vision
2. Louisville's Participation
 - Gap Analysis
 - Short & Long-term Solutions
3. Partnership Next Steps

Leading the Clean Energy Transition

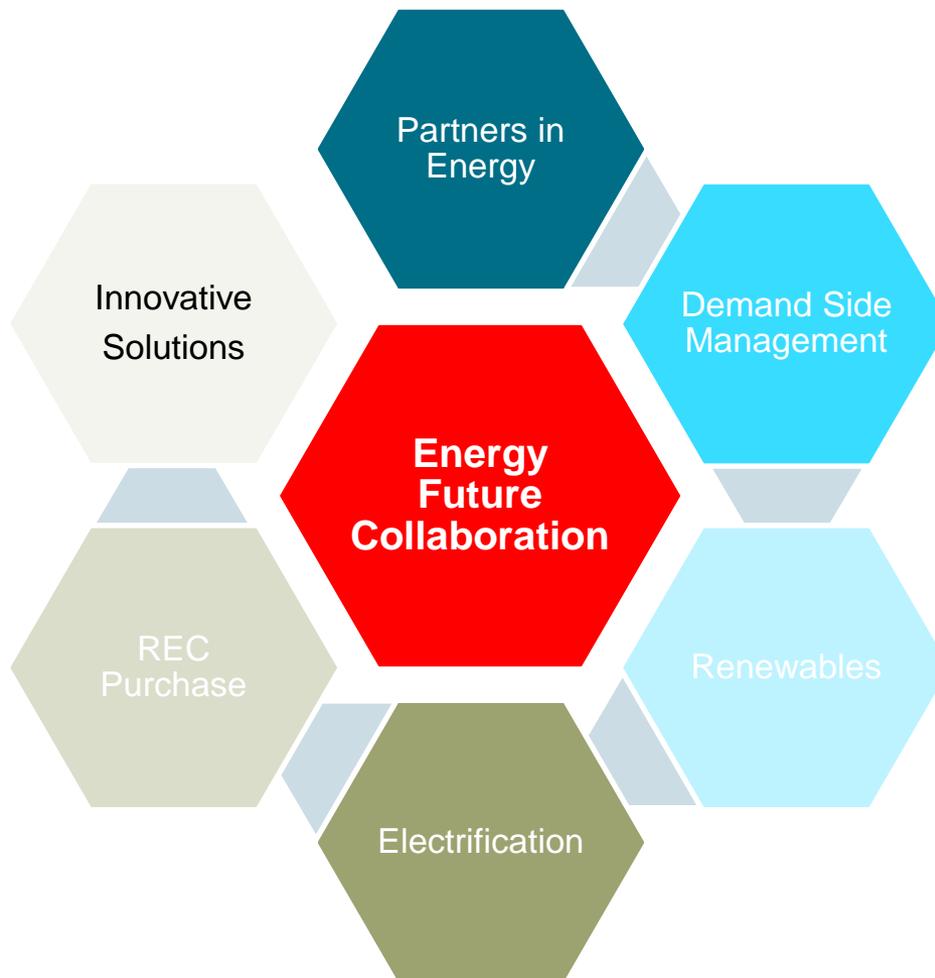
A bold vision for a carbon-free future



Colorado's Changing Energy Mix



Partnering for a Carbon-Free Future



Certified Renewable Percentage



The Certified Renewable Percentage (CRP) is a new Renewable Energy Certificate (REC)-based accounting methodology that represents the percentage of our system renewable energy mix delivered to customers in Colorado (also in MN and WI):

- Allows retail customers to confidently claim the percentage of renewable energy on the system as the starting point towards their sustainability goals
- No enrollment or subscription fee
- Third party verified and assured

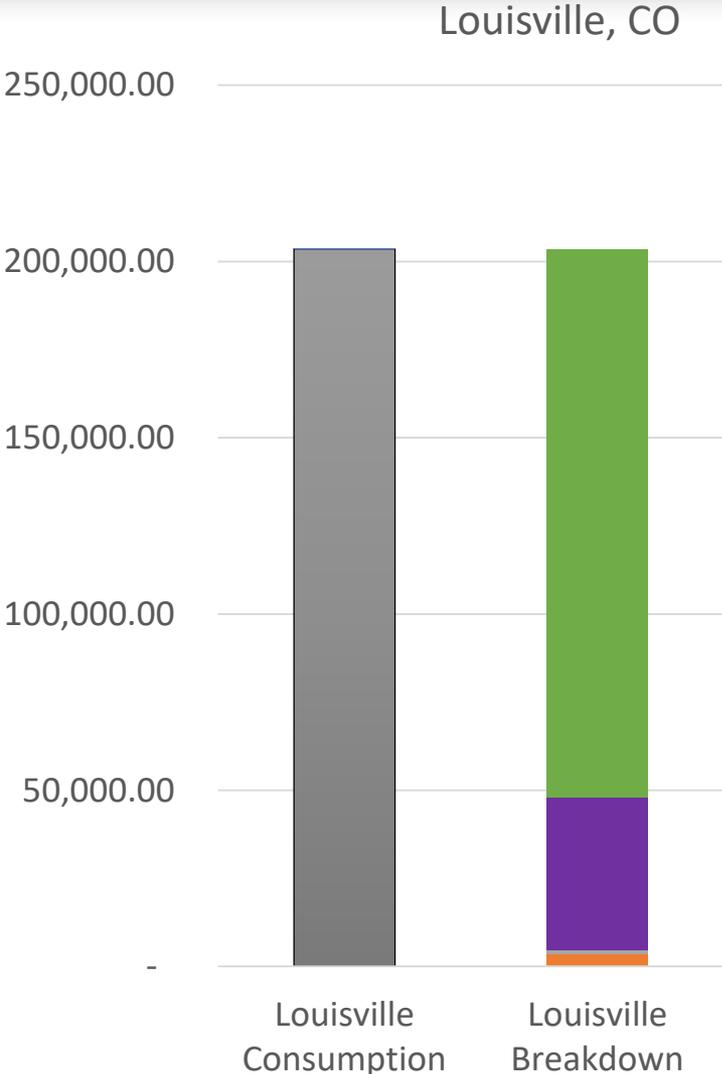
Louisville Renewable Participation



REC's Don't Count

	Municipal		C&I		Residential	
	% of Load	# of Premises	% of Load	# of Premises	% of Load	# of Premises
Solar*Rewards®	5.0%	3	1.3%	27	6.9%	597
Solar*Rewards Community®	22.5%	7	0.0%	0	0.2%	16
Windsor	83.6%	57	0.8%	16	4.7%	673
Net Metering	0.0%	0	0.0%	0	1.7%	154
Renewable Connect	18.8%	16	0.0%	0	0.3%	28
CRP	21.3%		21.3%		21.3%	
Renewable Load + CRP	123.7%		22.1%		28.0%	
Gap to 100%	0%		77.9%		72.0%	

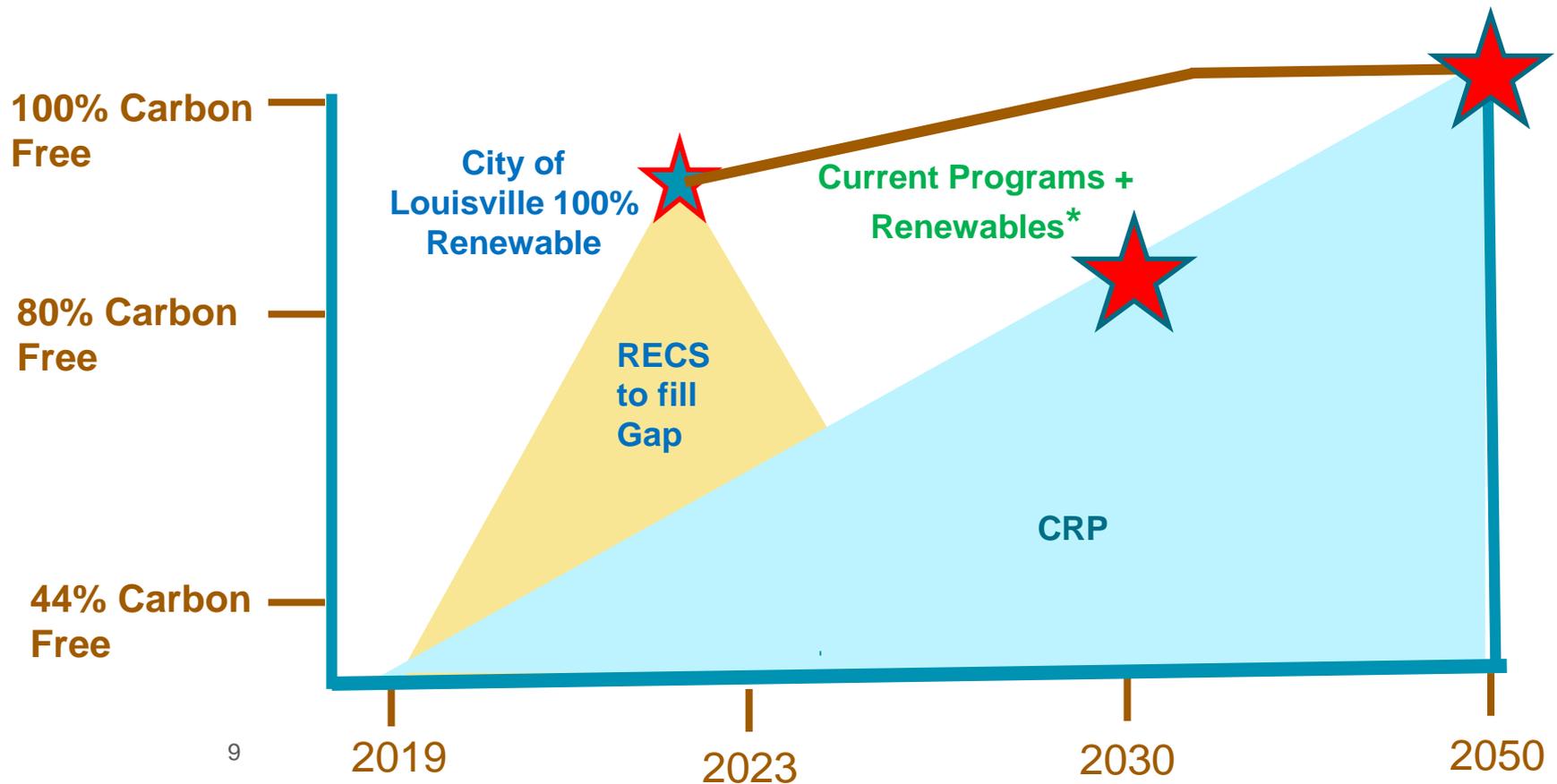
Louisville's Gap with CRP



Gap Calculation		MWh	
Electricity Consumption	203,580	100.0%	
Xcel Energy RES/CRP	(43,460)	21.3%	
Windsorce	(3,425)	1.7%	
Renewable*Connect	(1,211)	0.6%	
On-site Solar (Solar*Rewards)	-	0.0%	
Solar Gardens (PV)	-	0.0%	
Louisville Gap	155,484	76.4%	

- Louisville Gap
- Xcel Energy RES/CRP
- Renewable*Connect
- Windsorce
- Electricity Consumption

RECS + CRP as a Short Term Solution



Louisville's Path to Carbon Free



Today

- Certified Renewable Percentage
- Energy Conservation
- Partners in Energy (PIE)
- Energy Future Collaboration (EFC)
- Voluntary Renewable Programs

Tomorrow

- RECS
- Additional Support for marketing Efficiency and Renewables
- Electric Vehicles
- Fuel Switching-Stationary
- Economic Development

Future

- Reliability & Resilience
- Explore voluntary innovative renewable options

Next Steps



- Community Survey Results & Analysis
- Determine pricing when we get 2019 numbers
- Council Action, Potential Ballot Initiative
- File Renewable Connect- July 2020
- Letters of support for Renewable Connect after filing
- MOUs post Renewable Connect filing to secure capacity
- Expect Renewable Connect to be in market 2022-2023
- Explore voluntary renewable participation opportunities

Appendix



Clean Energy to Suit Your Community



Renewable*Connect®

Enjoy low cost solar with locked-in pricing and flexible subscription terms



Windsource®

Choose clean, hassle-free wind energy without the need to install equipment



Solar*Rewards Community®

Subscribe to a portion of a large solar facility operated by a third party and receive credit on your Xcel Energy bill



Solar*Rewards®

Install and use your own private solar, plus earn an extra incentive for the energy you produce



Net Metering

Install your own wind and solar and receive credit on your Xcel Energy bill for excess renewable production



Renewable Energy Credits



- Currency used to measure the renewable energy produced and applied to meet renewable energy goals
- Represents the environmental attributes associated with renewable energy
- 1 REC = 1 mega-watt hour of renewable energy
- Renewable energy can be kept together and sold bundled (energy + REC), or the parts can be split and sold separately
- Only bundled options that include the energy you receive and the REC can be used to make claims such as “ I use renewable energy”

Table 33: Question 16 (excluding don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
In 2019, the City completed a Transportation Master Plan identifying transportation improvements needed across the City (e.g., pedestrian underpasses in key locations, pedestrian signals/enhanced pedestrian crossings, paths and bikeways, street and road improvements to address traffic congestion). How much do you support or oppose a property tax increase of approximately \$150 - \$200 per year on a \$500,000 home to help provide funding to implement these transportation projects in the City?	34%	N=297	38%	N=337	15%	N=130	13%	N=116	100%	N=881

Table 34: Question 16 (including don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Don't know		Total	
In 2019, the City completed a Transportation Master Plan identifying transportation improvements needed across the City (e.g., pedestrian underpasses in key locations, pedestrian signals/enhanced pedestrian crossings, paths and bikeways, street and road improvements to address traffic congestion). How much do you support or oppose a property tax increase of approximately \$150 - \$200 per year on a \$500,000 home to help provide funding to implement these transportation projects in the City?	32%	N=297	37%	N=337	14%	N=130	13%	N=116	4%	N=34	100%	N=915

Table 35: Question 17 (excluding don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
The City's Sustainability Action Plan identifies the goal of achieving zero waste (preventing waste and diverting it from landfills) and managing resources effectively. In an effort to achieve this goal, how much do you support or oppose a charge on single-use carryout bags in Louisville?	56%	N=507	24%	N=217	9%	N=78	11%	N=102	100%	N=904

Table 36: Question 17 (including don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Don't know		Total	
The City's Sustainability Action Plan identifies the goal of achieving zero waste (preventing waste and diverting it from landfills) and managing resources effectively. In an effort to achieve this goal, how much do you support or oppose a charge on single-use carryout bags in Louisville?	55%	N=507	24%	N=217	9%	N=78	11%	N=102	2%	N=15	100%	N=919

Table 37: Question 18 (excluding don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
In 2019, the City adopted climate action goals to increase renewable energy for municipal and community usage and reduce carbon emissions. Currently 30% of the community's electric needs come from carbon free sources. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to meet 100% of the community's electric needs from carbon free sources?	40%	N=351	36%	N=316	11%	N=95	13%	N=110	100%	N=871

Table 38: Question 18 (including don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Don't know		Total	
In 2019, the City adopted climate action goals to increase renewable energy for municipal and community usage and reduce carbon emissions. Currently 30% of the community's electric needs come from carbon free sources. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to meet 100% of the community's electric needs from carbon free sources?	38%	N=351	35%	N=316	10%	N=95	12%	N=110	5%	N=43	100%	N=915

Table 39: Question 19 (excluding don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
The City's 2017 Historical Museum Master Plan calls for a Museum expansion to address current limitations, improve accessibility and better serve the community. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to build and operate an expanded Museum visitor center at the Historical Museum Campus?	14%	N=111	39%	N=318	29%	N=234	19%	N=158	100%	N=821

Table 40: Question 19 (including don't know)

	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Don't know		Total	
The City's 2017 Historical Museum Master Plan calls for a Museum expansion to address current limitations, improve accessibility and better serve the community. How much do you support or oppose a tax initiative (in an amount that is still to be determined) that would provide additional revenue to the City to build and operate an expanded Museum visitor center at the Historical Museum Campus?	12%	N=111	35%	N=318	26%	N=234	17%	N=158	10%	N=89	100%	N=910