

City of Lafayette  
City Council Goals  
2014-2015

**Progress Report: December, 2014**

**Statement of Vision**

*Lafayette's panoramic view of the Rocky Mountains inspires our view into the future. We value our heritage, our unique neighborhoods, a vibrant economy and active life-styles. We envision a future that mixes small town livability with balanced growth and superior city services.*

**Planning**

**Goal Statement:**

**A.** Develop new, and review ongoing, major planning initiatives.

**Objectives:**

**A.1** Develop new energy sustainability plan with emphasis on the private sector.

*Analysis:* Staff will prepare a request for proposals (RFP) for the new energy sustainability plan. The RFP will recap progress made on energy efficiency by the City, new opportunities for the City and emphasize new strategies to engage the private sectors.

*Timeline:* 2<sup>nd</sup> quarter 2014 RFP will go out; 3<sup>rd</sup> quarter 2014 interview and select consultant; 4<sup>th</sup> quarter 2014 plan to be submitted.

*Measurement:* Plan present to, and approved by, Council.

*Progress:* The City is working with the Lafayette Community Energy citizen stakeholder group, along with LESAC to put forward a 2% energy excise tax question on ballot in November, 2014. The ballot question failed 56% to 44%.

*Assigned to:* Gary Klaphake, City Administrator and Curt Cheesman, Director of Recreation, Senior Services, Facility and Energy Management

**A.2** Revisit the Historical Preservation Board's concerns and the Lafayette Urban Renewal Authority's Downtown Vision Plan (2011)

*Analysis:* In June 2013, the Historic Preservation Board and the City Council held a joint meeting to discuss the HPB's concerns regarding "demolition by neglect". Options for reducing demolition by neglect of 50 year old plus properties included: grants for repair and maintenance; low interest loans for maintenance; monetary rewards for land-marking; educational programs; and a possible sales tax for funding of historic preservation activities. In July 2013 the HPB requested \$20,000 to implement preservation grants and education/outreach/media campaigns. The 2014 budget included \$3,000 for education/outreach/media campaigns.

In September 2011, the Lafayette Urban Renewal Authority (LURA) adopted the 2011 Downtown Vision as a guide for public decisions related to development within the downtown commercial area. Since then, LURA has accomplished a number of recommendations within the plan and begun work on others.

*Timeline:* 1<sup>st</sup> quarter of 2015

*Measurement:* Conduct a workshop with the Historic Preservation Board and City Council to revisit and discuss the Boards goals for preservation. Conduct a workshop with the Lafayette Urban Renewal Authority and City Council to provide an overview of accomplishments of the Downtown Vision Plan.

*Progress:* HPB - The City Council and the Historic Preservation Board met in a joint workshop on August 5, 2014 and discussed the Board's role in reviewing the development of properties 50 years old and older and development in Old Town. The City Council requested a process for incorporating the Board into the development review process. Staff is currently preparing a flowchart/timeline of a process and plans to discuss with LURA and the Board before presenting it to City Council. The Board also spoke briefly about demolition by neglect and the upcoming 125<sup>th</sup> anniversary celebration.

LURA - The City Council and Lafayette Urban Renewal Authority held a joint workshop on August 5, 2014, at which LURA presented a slide show regarding recent projects that further the goals of the 2011 Downtown Vision Plan, including streetscape improvements and new wayfinding/monument signage. The slideshow also included some examples of building renovations (both private and private-public partnerships) that have taken place since the adoption of the Downtown Vision.

*Assigned to:* HPB - Karen Westover, Planning Manager; Phillip Patterson, Community Development Director;

LURA - Jenn Ooton, LURA Executive Director

### **A.3** Update the Water Master Plan

*Analysis:* Compile all information, data and process to describe current status of the Water Master Plan. Define strategy and tactics to achieve goals of the Water Master Plan. Update components of Plan accordingly.

*Timeline:* 2<sup>nd</sup>/3<sup>rd</sup> quarter 2014 – Northern Water Conservancy District meetings and tour. 1<sup>st</sup> quarter 2105 – updated plan.

*Measurement:* Schedule meeting with new city council members and the NCWCD and schedule tour of facilities. Present updated Plan to city council at a workshop, obtain council approval of updated Plan.

*Progress:* Councilors Dowling and Mazza attended the west slope tour of NCWCD this summer. Staff is planning for Council members to attend a NCWCD district meeting in February, 2015. The Water Master Plan update will also occur in February, 2015.

*Assigned to:* Doug Short, Public Works Director

### **A.4** Examine funding strategies for State Highway 7 improvements

*Analysis:* Review the Planning & Environmental Linkage (PEL) Study Final Report for SH7, once published. Review the DRCOG TIP process and determine how Lafayette could position itself to secure funding of SH7 improvements.

*Timeline:* 1<sup>st</sup> Quarter 2015

*Measurement:* Present findings to council at a workshop.

*Progress:* In process of submitting 2016-2021 TIP (Transportation Improvement Program) applications to DRCOG for the Baseline Road and 119<sup>th</sup> intersection improvements, the improvements to 119<sup>th</sup>/120<sup>th</sup> from Baseline

Road to S. Boulder Road and the S. Boulder Road improvements from 120<sup>th</sup> to LaMont Does Park. Applications are due in September, 2014 and the City should know in January 2015 if projects have been accepted for funding.

*Assigned to:* Doug Short, Public Works Director

**A.5** Study the concept of a satellite library.

*Analysis:* Update demographic information, including city growth trends. Document and analyze current library use patterns; identify un-served/underserved areas, groups, and service needs. Take input from community stakeholders. Gather information on satellite approaches used in other communities on the Front Range and in other parts of the country. Identify models that fit our needs and resources. Recommend strategies for developing satellite services, with emphasis on strategic plan goals, including programs, services, and staffing. Prepare cost estimates.

*Timeline:* 3<sup>rd</sup> quarter 2014

*Measurement:* Prepare report and present findings to council at a workshop.

*Progress:* This goal was postponed pending outcome of the ballot questions and funding issues. Three of the four ballot tax questions passed. A revised 2015 budget will be submitted to Council in January 2015 for review/approval

*Assigned to:* Betsy Stroemer, Library Director

## **Economic Development**

### **Goal Statement:**

**B.** Recruit and encourage new economic activity to increase sales tax revenue and the number of jobs in the community.

### **Objectives:**

**B.1** Manage a development plan for the southwest corner of Highway 287 and Arapahoe Road.

*Analysis:* The City has the following in place on the above stated intersection of Highway 287 and Arapahoe Road:

1. CDOT approval of access plan for Highway 287 and Arapahoe Road;
2. Annexation of Highway 287 right-of-way north to Goosehaven Reservoir;
3. Optioned out of the “Super” IGA;
4. Pre-annexation agreement on the Weems property;
5. Amended growth limitations in Charter;
6. Market site (West Ridge) annexed and City has ownership of 4.2 acres;
7. “Pillow tax” previously approved for potential hotel development;
8. 2014 budget includes the extension of water and sewer services to the site;
9. East Central Boulder County IGA will sunset on December 21, 2014 allowing City to annex the site.

*Timeline:* 3<sup>rd</sup> quarter of 2014 all pre-annexation agreements approved; 1<sup>st</sup> quarter 2015 annexation of the 80 acre Weems property and the 35 acre Tebo property.

*Measurement:* Above stated annexation approvals.

**Progress:** Weems Pre-Annexation Agreement executed in late 2013. Staff continues to work with the corner property owner on a Pre-Annexation Agreement. Staff continues to work with both property owners regarding pre-planning of development and other development details.

**Assigned to:** Gary Klaphake, City Administrator and Phillip Patterson, Community Development Director

**B.2** Encourage new businesses to locate in Lafayette and encourage the expansion of existing businesses.

**Analysis:** Solicit businesses to locate in Lafayette. Staff will assist, organize and incentivize new businesses that produce sales taxes and increase the number of primary jobs. Weekly meetings will be held with key staff to monitor and coordinate these activities.

**Timeline:** Ongoing

**Measurement:** Increase sales tax and/or jobs.

**Progress:** New businesses that will open this year include Christian Brothers Automotive, Firehouse Subs, Einstein Bagels, Noodles, Chipotle, Keen Dentistry, Murphy Express, and Sports Clips. . Additionally, new businesses are expected to open in the old Boulder County building on Simpson Street later this year or early next year. New businesses under construction and due to open in 2015 include Xtreme Gymnastics and Mainstreet/Azura Skilled Nursing. New projects for 2015 include Phase II redevelopment of Lafayette Crossings (bowling alley); new construction for Lot 3, Lafayette Crossings subdivision; new construction for Lots 5 and 6, 287 Commercial subdivision (adjacent to WalMart); development of City Center subdivision lots (adjacent to city hall).

**Assigned to:** Gary Klaphake, City Administrator and Phillip Patterson, Community Development Director

**B.3** Support the Lafayette Urban Renewal Authority (LURA) Downtown Vision Plan (2011).

**Analysis:** In March 2012, City Council amended the Urban Renewal Plan to allow for a separate urban renewal authority board. The Plan was also amended to require the Authority to present its annual budget to Council for the purpose of securing any comments or suggestions prior to the Authority's adoption of the budget. Additionally, prior to undertaking any project for which the cost exceeds 40% of the budgeted revenues of the Authority, the Authority must obtain Council's approval. To further the vision of the Downtown Plan, in 2014-2015, the Authority plans on adding more seating at Festival Plaza, replacing the Old Town signage at Highway 287 and Baseline Road, and continue working towards private-public partnerships for the downtown core, including additional public parking agreements.

**Timeline:** Ongoing

**Measurement:** Improvements installed and/or investments made in the downtown corridor.

**Progress:** Two new public parking lot agreements were approved by LURA in early 2014, adding 56 new public parking stalls downtown. These new agreements bring the total number of new public parking to 73 stalls. LURA has also installed 6 bicycle racks on the northern end of Public. In addition, 2 picnic tables with umbrellas have been installed at Festival Plaza, landscaping/lighting improvements have been made to the entrance

of Public Road at So. Boulder Road, and an electronic message board monument sign has been installed at the corner of U.S. Highway 287 and Baseline Road. The Authority approved economic development agreements at 400 E. Simpson for the remodel of the former Boulder County Services Building for retail and office space and at 300 S. Public Road for a roll-top garage-style door/bar and an outdoor patio enclosure. LURA is currently pursuing an economic development agreement with the owners of 201 N. Public Road (LaFamilia).

*Assigned to:* Jenn Oton, Executive Director, Lafayette Urban Renewal Authority

## **Communications / Outreach**

### **Goal Statement:**

**C.** Continue communication channels and outreach programs with other governmental entities and the Lafayette community.

### **Objectives:**

**C.1** Schedule meetings with other governmental entities.

*Analysis:* Staff will schedule meetings with other governmental entities according to mutual interests and timely issues.

*Timeline:* On-going throughout 2014 and 2015.

*Measurement:* Completed meetings.

*Progress:* The following meetings have been accomplished:

Government: State Legislators (1/21), Boulder County Dispatch (6/3).

Community: LOSAC (2/18), Volunteer Reception (4/15), LESAC (5/6), Centaurus HS (5/20), WRAC (5/20), LCE (7/15), LESAC (7/15), HPB (8/5), LURA (8/5), Pioneer & Ryan Elementary Students (4/1) .

Business: Living Design Studios (4/1), Xcel (5/6), Confluence Coworking (6/3), Green Business Awards (10/21), Ribbon Cutting / 400 E. Simpson (12/9)..

*Assigned to:* Susan Koster, City Clerk

**C.2** Review qualifications for serving on a city board. Conduct a meeting with all boards, commissions and committees to foster communication between these groups.

*Analysis:* Staff will review and summarize the qualification requirements. The purpose and mission of each board, commission and committee will be reviewed and summarized for use by Council at the all boards meeting.

*Timeline:* Board qualifications – 2<sup>nd</sup> quarter 2014. Boards and commission meeting – 4<sup>th</sup> quarter 2014.

*Measurement:* The qualification requirements will be reviewed with council at a workshop. Conduct the all boards/commissions meeting.

*Progress:* City Council workshop held on August 19, 2014. Ordinance scheduled for consideration on September 2, 2014 to submit charter amendment to the voters. This questions was not included on the ballot since Council's motion to approve the ordinance failed.

*Assigned to:* Susan Koster, City Clerk

**C.3** Support Lafayette's Quasiquicentennial (125 year) observance.

*Analysis:* Establish a team consisting of members from each city department to plan events. Identify a realistic number of activities to be planned, managed, and implemented. Develop strategies for ensuring city wide involvement

by utilizing existing marketing and PR avenues to make residents awareness of events and programs.

*Timeline:* 1<sup>st</sup> Quarter 2014 – 3<sup>rd</sup> Quarter 2014

*Measurement:* By April 15, 2014 develop list of events to occur in September 2014. Begin intensive public awareness campaign for Quasquicentennial events/programs.

*Progress:* The September 19, 2014 Art Night Out was the cornerstone event for Lafayette’s Quasquicentennial. Various organizations around town and City Departments focused ANO booths on the history of Lafayette. More than 10 special programs and exhibits occurred in the City throughout the month of September. A commemorative magazine was created and distributed as an insert in the September BizWest issue and an additional 2500 copies were made available for distribution at ANO and in City facilities. The Camera and Hometown Weekly papers published a special pull-out section on Lafayette’s history. Additional information was featured in the City Connection newsletter mailed in July water bills. A public awareness campaign was run by posting “This Day in Lafayette History” info items onto the City website. Each online posting included a historic photograph and a story about historic events throughout Lafayette’s history. A special webpage featuring the Quasquicentennial was created at [www.cityoflafayette.com/125](http://www.cityoflafayette.com/125).

*Assigned to:* Susan Booker - Cultural Resources Coordinator, Debbie Wilmot - Public Information, Karen Westover - Planning Manager, Susan Koster – City Clerk, Jenn Ooton – LURA Executive Director and Phillip Patterson, Community Development Director.

## **Finance**

### **Goal Statement:**

**D.** Review long term planning of capital improvement projects funding (CIP).

### **Objectives:**

**D.1** Update the Capital Improvement Plan to include a Community Center and Mary Miller Theater upgrades.

*Analysis:* A critical part of the annual budget process is the review of proposed capital improvements and related maintenance. Depending on the priority of each project, appropriate funding must be determined before inclusion in the budget, as well as the impact on other departments and ongoing maintenance.

*Timeline:* 1<sup>st</sup> quarter 2015.

*Measurement:* Completion of plan and scheduling of Council workshop, along with implementation in the budget process.

*Progress:* The City has received a grant from the state historical fund to conduct a historical assessment of the Mary Miller Theater. The assessment is scheduled to be completed in early 2015. Funding for Mary Miller Theater improvements have been allocated in the Capital Projects Fund. Once the assessment is complete, the budget will be amended for completion of the project. Currently there is no community center funding plan.

*Assigned to:* Wade Nickerson, Finance Director

**D.2** Prepare a forecast including revenues that support City services and programs.

*Analysis:* With limited revenues and continued increases in costs, the City will need to identify which services and programs are critical. Along with determining the critical costs, the City will need to identify potential new sources of funding.

*Timeline:* 3<sup>rd</sup> Quarter 2014.

*Measurement:* Completion of the forecast and scheduling of Council workshop.

*Progress:* A financial projection was completed and presented to City Council on June 3, 2014. The projection was updated and resubmitted for Council review on August 19, 2014. During the August meeting, Council moved to put increased taxes on the ballot in November, 2014 to help fund City services. Three of the four ballot tax questions passed (Safety 56%, Lamont Does 51%, and Marijuana 74%). A revised 2015 budget will be submitted to Council in January 2015 for review/approval.

*Assigned to:* Wade Nickerson, Finance Director

**D.3** Review opportunities to secure grants to supplement city programs and services.

*Analysis:* Determine the number of grants currently being applied for within the City, including those submitted on behalf of City Boards and Commissions; calculate the amount of staff time spent on writing grants, and calculate the amount of grant funding received by the City. Evaluate if it is feasible for staff to seek more grants and if so, what additional resources are needed.

*Timeline:* 1st quarter of 2015

*Measurement:* Schedule workshop with Council to review evaluation.

*Progress:* Due to multiple projects during the first three quarters of the year the review of current grants and grants opportunities has been delayed until the fourth quarter. Staff is currently obtaining the information regarding the number of grants that have been applied for and received by city departments.

*Assigned to:* Susan Booker, Cultural Resources Coordinator, and Phillip Patterson, Community Development Director

**D.4** Review Capital Improvement Plan for Indian Peaks Golf Course

*Analysis:* With a number of deferred capital improvements at the golf course, staff will provide a draft plan for consideration in helping to address improvements needed to remain competitive in the industry.

*Timeline:* 2<sup>nd</sup> Quarter 2014 – Draft Plan created; July 2014 – Council Workshop; 3<sup>rd</sup> Quarter 2014 – Bids/Contracts; 4<sup>th</sup> Quarter 2014 through 2<sup>nd</sup> Quarter 2015 Implementation of the Plan

*Measurement:* A draft Capital Improvement Plan will be reviewed by City Council in a July 15, 2014 workshop.

*Progress:* This goal was postponed until 2015 pending the outcome of the ballot questions and general fund issues. Three of the four ballot tax questions passed. A revised 2015 budget will be submitted to Council in January 2015 for review/approval.

*Assigned to:* Monte Stevenson, Director of Parks, Open Space and Golf

## **“Parking Lot” Goals**

### GOAL

1. Inventory housing and determine needs for affordable housing including “at risk housing”.
2. Revisit remote access policy for Council meetings.  
Update: Issue was discussed at March 4, 2014 CC meeting and there was insufficient support to move this issue forward.
3. Study feasibility of improvement to Museum facilities.
4. Expand trash recycling in non HOH-residential to include composting and encourage recycling in HOA residential areas.  
Update: New hauler (Republic) will take over trash/recycling services on October 1<sup>st</sup>. Organics carts to be deployed February 1<sup>st</sup> of 2015. Non-HOA areas are not currently under the City contracted program but will be marketed and encouraged to join the City 3-cart system with the value added service provided by Republic starting in the spring of 2015.
5. Examine needs in the community as related to human services.
6. Create incentives for hiring and retaining multilingual employees.
7. Monitor RTD and BRT proposals.  
Update: Staff continues to monitor RTD service levels with bi-yearly meetings with RTD staff. Staff also monitors updates to BRT proposals impacting Lafayette as a result of the adoption of the NAMS (North Area Mobility Study).
8. Review City Council representation on LURA.  
Update: Carolyn Cutler was reappointed to a 5-year term in May 2014. Currently there is no CC representation on LURA.
9. Review “walk-ability” of the community including snow removal policy.  
Update: In conjunction with the Kaiser Permanente Walk and Wheel Grant, 10 community walk and bike audits were performed in July/August 2014 by residents to collect data regarding sidewalk quality, conditions, intersection quality, and pedestrian use. The data was collected through a mobile interface and will be converted into GIS data layers for analysis. Surveying activities will occur in September 2014 to measure the community’s current use of, comfort level with, and desire for biking/walking infrastructure. Staff and community workshops in October will enable additional in-depth input and further data analysis to assist with the development of an active transportation map
10. Create a tree replacement plan due to ash borer problem.  
Update: An EAB Response Plan was presented to City Council on May 6, 2014. A tree inventory of public land ash trees has been completed and trees have been graded based on location, health, etc.
11. Review the criteria for open space purchase, more specifically, retention of agricultural land.  
Update: The PROST Plan, which was adopted in April 2013, includes the criteria for determining whether property should be purchased for open space and for the purchasing priority. Staff is also proposing a new Agricultural zoning district.

12. Meet with PIO to review priorities, goals and direction of the City's marketing and communication program.

Update: The PIO has met with the Mayor periodically to discuss marketing activities and the development of a new City logo.

13. Develop comprehensive bike lane plan.

Update: In conjunction with the Kaiser Permanente Walk and Wheel Grant, bikability input was collected from the community in July/August 2014 through 10 walk and bike audits.

Additional community input will be collected in September and October. This input will be converted into GIS data layers for analysis. Additionally, a GIS contractor is being funded through this grant to inventory existing bike lanes in the City and develop GIS data layers.

14. Complete Comprehensive Plan.

Update: The 2013 Comprehensive Plan Technical Update was adopted in April 2014.