

2002 CITY COUNCIL WORK PLAN – 4th Quarter Update

Work Plan Item	Responsible Department	Progress Indicators
1. Comprehensive Plan Update	Community Development	<ol style="list-style-type: none"> 1. Select consultant to assist with the update. Council members Tom McCoy and Roger Lange have volunteered to participate in the selection process. (March 2002) 2. Contract issued (March 2002) 3. Project commencement (April 2002) 4. Project work (April 2002 - January 2003) 5. Initial round of community meetings (May 2002) 6. P/Z & City Council study committee meetings (May 2002 - January 2003) 7. Draft LACP (text & maps) available for public review (February 2003) 8. Second round of community meetings (Feb 2003) 9. P/Z & City Council study committee meetings on draft (February - March 2003) 10. Adoption draft LACP available for public review (May 2003) 11. Joint P/Z and City Council Public Hearing (July 2003) 12. Anticipated P/Z recommendation (July 2003) 13. Anticipated City Council adoption (August 2003)
		<p>1st Quarter: Clarion and Associates has been selected as the consultant to assist in preparing the targeted LACP update. A contract containing the scope of work has been prepared for Clarion's signature. A schedule of proposed meetings involving the Planning and Zoning Commission and City Council will be distributed to see if there are any problems with meetings through the summer.</p> <p>2nd Quarter: The LACP Update commenced in April and is on schedule. The initial community open house was held in May. Additionally staff has made presentations to smaller groups at their invitation about the LACP update. P/Z and</p>

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		<p>City Council have held two joint study sessions concerning the project.</p> <p>3rd Quarter: P/Z and City Council have held two joint study sessions. Discussion topics included preliminary population/employment forecasts, goals & policies analysis, Citywide land use mix, Terry Lake & Longmont Tech Center Neighborhoods, Union Reservoir Subarea, and the alternatives analysis methodology. Community involvement activities included staffing a tent at Rhythm on the River, providing comments received on the web page, gathering information from large property owners north of SH66 regarding the status of their plans, and continuing to make presentations to smaller groups at their invitation. Preparations continue that are part of the focused outreach to the Latino community and to youth as well as for the public forum concerning the area north of SH66 that will be held in October. Adjustments were made to the P/Z and CC joint meetings schedule in the fourth quarter.</p> <p>4th Quarter: Three distinctly different land use alternatives were developed and evaluated. P/Z and City Council have held two joint meetings to review and discuss them and provide direction concerning what aspects should be included in a preliminary draft plan. Community involvement activities have included a public forum in October concerning the alternatives, continuing efforts at youth outreach, a staffed bilingual display about the alternatives at the Twin Peaks Mall in November, presentations about the alternatives to organizations, and meetings and conversations with individuals concerning the alternatives and other aspects of the LACP update.</p>
2. Main Street Redevelopment	Community Development	<ol style="list-style-type: none"> 1. Prepare illustrations of a desirable mixed use redevelopment project. (June) 2. Check in with LDDA regarding the project explaining that such a project isn't limited to LDDA boundaries (June)

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		<p data-bbox="1129 183 1925 253">3. Bring back a redevelopment planning process for 2003 budget (July)</p> <p data-bbox="1129 289 1587 326">1st Quarter: Research is underway.</p> <p data-bbox="1129 362 1919 578">2nd Quarter: This project has not made much progress this quarter given higher priority projects and workload issues. It would be helpful to check in with the Council to see if this is still something desirable to have accomplished this year since the likelihood of money being available in the 2003 budget is small.</p> <p data-bbox="1129 613 1919 683">3rd Quarter: Council decided to wait until after the LACP targeted update to determine if this project should be pursued.</p> <p data-bbox="1129 719 1919 789">4th Quarter: Council decided to wait until after the LACP targeted update to determine if this project should be pursued.</p>
3. Community Involvement	Human and Cultural Services	<ol data-bbox="1129 846 1919 1268" style="list-style-type: none"> <li data-bbox="1129 846 1919 1057">1. Rollout community involvement model throughout the organization. Provide basic training about the model and how to use it; distribute community involvement strategy resource manual; and collect input about additional training that is needed to implement key community involvement strategies. (first quarter) <li data-bbox="1129 1057 1919 1127">2. Provide community involvement training. (second – fourth quarters) <li data-bbox="1129 1127 1919 1268">3. Set up and implement a mentoring program where City staff can partner with each other to learn/enhance skills in using various community involvement techniques. (second – fourth quarters)
		<p data-bbox="1129 1284 1919 1495">1st Quarter: The Community Involvement Committee started rolling out the community involvement model throughout the organization. The Committee issued a Request for Proposals to select training and development specialists to develop and facilitate additional community involvement training for the organization.</p>

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		<p>2nd Quarter: The Committee only received two responses to its RFP for community involvement training and rejected both proposals. The Committee continued its efforts to select an individual/group to develop and facilitate community involvement training for the City organization, and is now in the process of negotiating a contract with a consulting group. Community involvement training activities should take place in the third and fourth quarters.</p> <p>3rd Quarter: During this quarter, the committee has been working with Catalyst Consulting to prepare the curriculum for community involvement training. Two training sessions have been scheduled for November 5 – 6 and November 14 – 15, 2002.</p> <p>4th Quarter: Approximately 50 City employees participated in a 1½-day community involvement training session in November. The committee met and determined that one more basic training would be offered to employees and then it will determine what additional training will be needed to enhance our community involvement efforts.</p>
4. Neighborhood Revitalization	Human and Cultural Services	<ol style="list-style-type: none"> 1. Mayor Julia Pirnack and Council member Tom McCoy will serve as Council liaisons for the neighborhood revitalization project throughout the year. Keep Council informed about the process, including bringing back selection criteria as an information item. Select a neighborhood to participate in the pilot neighborhood revitalization process. 2. Solicit additional community input on a proposed rental property inspection program and finalize proposed program for Council review. (second quarter) 3. Work with the selected neighborhood to develop a revitalization plan. (second – fourth quarters) <p>Begin implementation of specific revitalization strategies.</p>

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		<p>(fourth quarter, if possible)</p> <p>1st Quarter: Staff received four (out of a possible five) proposals from neighborhoods that wished to participate in the pilot revitalization process. The Kensington neighborhood was selected to participate in the pilot process. Staff solicited Requests for Qualifications from consultants who wish to participate in this pilot revitalization effort. Staff will coordinate a process to identify the list of consultants who are eligible to submit specific neighborhood planning proposals for Kensington. The Kensington neighborhood will be included in this review process.</p> <p>Staff presented a draft rental property inspection proposal to City Council for review and further direction. Concerns were discussed and Council directed staff to continue obtaining input from affected stakeholders about this proposed program. Staff plans to gather additional community input during the second quarter and bring back a revised program proposal for Council review this summer.</p> <p>2nd Quarter: Staff and neighborhood representatives identified three consultants qualified to submit an RFP. The plan calls for the RFP to be designed and a consultant hired by August 31. Staff and neighborhood representatives have created an early list of projects to work on until the consultant has been hired. That project list includes: Create a Paint-A-House program and paint the first house by the end of August; join the Neighborhood Group Leaders Association; create and distribute a bilingual resource packet and distribute it door to door in bilingual teams; recruit other neighbors to be involved in neighborhood activities; create a yard/block improvement campaign; and design and implement a rehab program specifically for the Kensington neighborhood.</p> <p>Community involvement meetings were held with owner/managers of rental property and with neighborhood</p>

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		<p>representatives regarding the Rental Inspection Program. Additional meetings with tenants were held in July. Information obtained at these meetings will be provided to the Quality of Life City Team for review and recommendations in August with potential revised program proposal for Council review late summer or early fall.</p> <p>3rd Quarter: Staff and neighborhood representatives have reviewed RFPs from qualified consultants and a consultant will be selected in October to begin working with the neighborhood to start the visioning process. In August neighborhood and City volunteers painted the first house in Kensington as part of the Paint-A-House Program. A rehab program, specifically for Kensington, has been developed with the CDBG program.</p> <p>Information from the community involvement meetings about the Rental Inspection Program has been collected and reviewed. Approaches for implementing a program and narrowing the scope of inspections have formulated and will be brought to Council late Fall or early winter.</p> <p>4th Quarter: On November 6th the National Civic League (NCL) was chosen to be the consultant to support the Kensington Revitalization Process. The process will include four phases: Leadership and Neighborhood Development, Initiating, Engagement and outreach, and Implementation. NCL and the City will start meeting with the neighborhood the first or second week in January 2003 to start the Initiating phase. The time frame to get to the Implementation phase will be 6 to 12 months.</p> <p>Approaches for implementing a Rental Inspection Program and narrowing the scope of inspections have been formulated and are ready to take to Council for direction.</p>

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5. Sugar Mill/Flour Mill Redevelopment	Community Development	<p>Flour Mill Property</p> <ol style="list-style-type: none"> 1. Meet with property owners to confirm participation and goals of the project. (April) 2. Prepare request for proposals for consultants to develop a redevelopment plan for the property. (May) 3. Prepare redevelopment plan including ways in which to overcome identified obstacles and incentives needed to implement a successful project. (July-Dec.) <p>Sugar Mill Property</p> <ol style="list-style-type: none"> 1. Work with property owner to identify what must occur to overcome the identified obstacles. (March-Dec.) 2. Prepare brownfields grant to assist in the environmental cleanup of the property. (Sept.)
		<p>1st Quarter: Flour Mill—Prepared a Request for Proposals that is being reviewed by the property owners and DDA staff.</p> <p>Sugar Mill--Met twice with prospective developers interested in the property. Discussed issues with the property owner and will meet next month to identify what needs to be done to overcome existing obstacles.</p> <p>2nd Quarter: Proposals were submitted and will now be evaluated for the next step in the process. There also has been a developer interested in acquiring the property and redeveloping it for commercial uses while retaining the historic nature of the existing shell.</p> <p>3rd Quarter: The property owners, DDA, LAEC and city staff interviewed and selected Buchanan/Yonoshewski Group LLC and EDAW Team to assist in the preparation of the redevelopment plan. The Consultants will be conducting charrette sessions with the public, DDA, LAEC to help determine appropriate uses. The process will begin in October and is expected to take four months to complete.</p>

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		<p>4th Quarter: Flour Mill-Held design workshop attended by 22 “stakeholders” consisting of property owners, neighborhood group representatives, and adjacent business owners. Identified desired uses and issues, opportunities and obstacles. Consultants will prepare several design scenarios for public review and comment on January 15th at 5:30 p.m. Consultants will also prepare financing options for ultimate consideration by the City Council. A final draft redevelopment plan will be finished in March-April for Council action.</p> <p>Sugar Mill-Met with Mr. Richard Thomas, the property owner of the remaining 60 acres of land and identified 12 specific issues that need to be addressed in order to facilitate redevelopment of the property. The City staff will be meeting with him again to determine if these can be resolved administratively or whether they need to be taken to the Council for resolution.</p>
6. Travel Demand Task Force	Community Development	<ol style="list-style-type: none"> 1. Appoint members to the Task Force (March) 2. Conduct research on travel demand management techniques that are being used successfully across the country/world. (April-May) 3. Recommend the most viable techniques to the Transportation Advisory Board for comments. (June-Aug.) 4. Submit formal recommendations to the City Council to determine which ones to implement. (Sept.)

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		<p>1st Quarter: Council appointed Task Force that will meet in April to begin the TDM planning process.</p> <p>2nd Quarter: The TDM Task Force had its first meetings and established a set of goals to accomplish before the end of 2002. The goals include submitting the group's Transportation Demand Management recommendations to the Transportation Advisory Board in early fall and to City Council in the 4th Quarter of 2002.</p> <p>3rd Quarter: The TDM Task Force has completed the initial meeting schedule and has presented their recommendations to Council on Oct. 1st, 2002. Council has requested a prioritization from the TDM Task Force in the 4th Quarter to review during the annual Council retreat.</p> <p>4th Quarter: The TDM task force reconvened, prioritized the recommendations and came up with three options for Council. On Dec. 10, City Council voted to move forward with the TDM option that creates a Transportation Management Organization (TMO) as well as providing education about transportation options to businesses and schools.</p>
7. Latino Community Assessment	Human and Cultural Services	<ol style="list-style-type: none"> 1. Using community involvement strategies, create options for City Council consideration about ways to significantly enhance collaboration and interaction with the Latino community, and to make recommendations regarding issues related to the Latino community as outlined in the 2001 Latino assessment report. Mayor Julia Pirnack and Council members Bill Carlson and Doug Brown will serve as liaisons for this work plan item. (first quarter) 2. Council member Bill Carlson is the Council liaison to El Comite. As liaison, Council member Carlson will update the Council periodically. (ongoing) 3. City Council to consider and take action on recommendations. (end of second quarter)
		<p>1st Quarter: The first meeting of the planning committee for</p>

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		<p>this item was held April 16, 2002.</p> <p>2nd Quarter: The planning committee has met three times during this quarter. After quite a bit of discussion, the committee has focused on the idea of developing a community-wide strategy to create and sustain community connections with the Latino community. The committee is working on a process for developing this strategy, and plans to initiate the process in the fall and complete the work by the end of the year.</p> <p>3rd Quarter: The first of four community strategic planning sessions was held on September 14, 2002. The following is a schedule for the remaining planning meetings:</p> <p><u>Saturday, October 19 from 9:00 a.m. - 11:30 a.m.</u> We will review the results of the September 14 discussion and continue to identify issues and assets within the Latino community. We will then analyze these issues and begin to develop strategic objectives around key issues.</p> <p><u>Saturday, November 2 from 9:00 a.m. - 11:30 a.m.</u> This meeting will focus on creating recommendations for carrying out the objectives identified in the October 19 session.</p> <p><u>Saturday, November 16 from 9:00 a.m. - 1:00 p.m.</u> This will be a 4-hour meeting focused on creating a vision for Longmont as an inclusive/multi-cultural community, and developing action plans and time lines for accomplishing the objectives and strategies identified in the previous two sessions.</p> <p>All of these meetings will be held at the Longmont Senior Center, 910 Longs Peak Avenue.</p>

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		<p>4th Quarter: The final three community strategic planning meetings were held this quarter, with at least 50 participants attending each meeting. Participants involved in the planning process organized into six task forces (education, community climate/participation, housing, health care, increasing political involvement and employment/economic development). Each task force has developed a set of objectives, strategies and action steps to address these areas. The final Latino Community Strategic Plan will be prepared by the end of December. A coordinating committee of approx. 15 people has been formed to ensure that all community partners carry out work on this action plan.</p>
8. Water Bond Election	Water/Wastewater	<ol style="list-style-type: none"> 1. Finalize project team including Council Members Marty Block and Doug Brown, Water Board representative, other community members, along with Finance, Administration, and Water staff. (Feb. 2002) 2. Develop communication plan concerning the treatment plant facilities to be built with the bond proceeds. (April 2002) 3. Develop factual information to present to voters (August) 4. Communicate the information throughout the community using appropriate Community Involvement Inform Level strategies. (August – October 2002) 5. Prepare ballot language and necessary Ordinances for Council action. (July 2002) 6. Vote (November 5, 2002)
		<p>1st Quarter: The bond project team was finalized and includes Council Members Marty Block and Doug Brown, Water Board Member Tom Cowlings, Finance Director Jim Golden, Public Information Officer Rae Mims, and Water staff members Cal Youngberg, Lynne Wegley and Dale Rademacher.</p> <p>The team held its first meeting on April 15th and prepared a</p>

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		<p>draft communication plan.</p> <p>2nd Quarter: A project update was presented to Council on June 25th at which time Council approved the communication plan and provided for a budget of up to \$25,000 to prepare and distribute factual information to community members. The Bond Committee met on July 16 to discuss methods of communicating information concerning the project as well to develop the factual information. The resolution to set the ballot language and place the issue on the November ballot was acted on by Council at their July 30 meeting.</p> <p>3rd Quarter: Prepared factual information and presented information to several community service organizations. The LAEC and the Longmont Chamber of Commerce have endorsed the Bond. Council approved Resolution R-2002-66 expressing their support for the bond. Brochures completed and ready to be mailed the week of October 14. Display boards completed and placed in the Civic Center, Library, Rec. Center, Twin Peaks Mall and the Service Center. Will prepare guest editorial for the Times Call and met with Editorial Board to present the factual information. Additional presentations planned for the next three weeks.</p> <p>4th Quarter: Bond passed by over 77% of Longmont's voters.</p>
9. Sustainability Rates	Community Development	<ol style="list-style-type: none"> 1. Analyze pros/cons of growth rate cap and information from communities that have instituted caps either by council, citizen initiatives, residential/commercial caps. (July-Dec.) 2. Cost/benefits of different growth rates – provide visuals – include social impacts, environmental issues, etc. (July-Dec.)

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		<p>1st Quarter: Research has begun.</p> <p>2nd Quarter: Research is continuing at a reduced pace.</p> <p>3rd Quarter: Growth cap information has been updated and staff is continuing its research on the other aspects of this project.</p> <p>4th Quarter: Growth cap information for all comparison communities has been completed. Other historic data has been prepared as part of the economic sustainability retreat topic that may stimulate additional discussion regarding the ability to complete this project in a meaningful way.</p>

