

## 2005 CITY COUNCIL WORKPLAN

Work Plan Item	Responsible Department	Progress Indicators
1. Multi-modal Transportation Plan (MMTP)	Community Development	<p>With a course correction from the second MMTP Steering Committee meeting in November 2004, the MMTP is on track to be completed in summer 2005. The following milestones remain to be completed:</p> <ol style="list-style-type: none"> <li>1. Revise Scope of Work for modification in project direction – January 13</li> <li>2. Steering Committee meeting #3 – February 10</li> <li>3. Develop draft plan</li> <li>4. Steering Committee meeting #4 – March 21</li> <li>5. Community outreach workshop #3 – April 13</li> <li>6. Finalize Draft Plan – April - May</li> <li>7. P&amp;Z/TAB approval – May 2005</li> <li>8. City Council approval of Resolution– July 12, 2005</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b> Tasks 1-7 have been completed. All that remains is Task 8, Council approval on 7/12/05</p> <p><b>3<sup>rd</sup>/4<sup>th</sup> Quarter Progress:</b> Task 8 completed with formal City Council approval (by Resolution) on July 26, 2005.</p>
2. Main Street Redevelopment	Community Development	<p>Council approved Leland Consulting Group to assist the City in preparing a Redevelopment Plan for Main St. from Longs Peak Ave. to 17<sup>th</sup> Ave. The following steps are scheduled to occur in 2005:</p> <ol style="list-style-type: none"> <li>1. Orientation, existing conditions and impacts report completed by April 30</li> <li>2. Delivery system capacity analysis completed by May 30</li> <li>3. Market indicators and trends report completed by June 30</li> <li>4. Stakeholder workshops conducted by July 30</li> <li>5. Study area investment concepts developed by September 30</li> <li>6. Revitalization conditions survey completed by September 30</li> <li>7. Redevelopment strategies and actions completed by October 30</li> <li>8. Final report presented to City Council in November</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b> Tasks 1 -3 have been completed. The Advisory Committee has met twice. Community involvement to-date has included small group meetings and one-on-one interviews with members of the development delivery system, merchant surveys, a community meeting, and stakeholder</p>

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		<p>workshops. During the third quarter, alternatives will be developed, key public projects/policies/programs will be identified, and catalyst sites will be evaluated. There will be an additional community meeting during the third quarter as well as additional Advisory Committee meetings.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  Tasks 4 – 7 have been completed. Items identified in Tasks 4 – 7 will be presented at a final community meeting that has been scheduled for October 27<sup>th</sup>. The final Advisory Committee meeting will be held on October 13<sup>th</sup>. The plan is scheduled to be presented to the City Council on November 8<sup>th</sup>.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  The Advisory Committee met on October 20 to discuss the final community meeting October 27<sup>th</sup>, draft plan and subsequent City Council presentation. The final presentation was moved to December 13<sup>th</sup>. Another Advisory Committee meeting is scheduled for December 8<sup>th</sup>. The final report referenced in Task 8 above has been completed and presented to City Council.</p>
<p>3. Urban Renewal Plan to determine boundary for LURA</p>	<p>Community Development</p>	<p>The Council has begun the process of dissolving the existing urban renewal authority by passing an ordinance that formally abolishes the current Longmont urban renewal authority. Six months must now elapse before a new urban renewal authority can be created. In the meantime, an Urban Renewal Plan is being prepared by the Leland Consulting group and will include the following:</p> <ol style="list-style-type: none"> <li>1. Field survey and verification of blight findings to be completed by March 31</li> <li>2. Economic and market conditions analysis to be completed by April 30</li> <li>3. Opportunities and constraints analysis to be completed by May 30</li> <li>4. Working sessions with property and business owners to be conducted throughout the process</li> <li>5. Draft urban renewal plan’s financial feasibility analyzed by September 30</li> <li>6. Urban renewal plan reviewed by Planning and Zoning Commission on October 19</li> <li>7. Tax increment financing analysis prepared as part of the urban renewal plan</li> <li>8. Final urban renewal plan and financial analyses presented to City Council by November 22<sup>nd</sup></li> <li>9. Council determines whether to approve urban renewal plan and create new Urban Renewal Authority with the Council as the Board of Directors by December 27</li> </ol>

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		<p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b> The field survey information, market conditions and initial redevelopment opportunities have been prepared and reviewed with impacted property owners. There have been three public meetings conducted to involve the property owners in the planning process. To date, eighteen property or business owners have participated in the process.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b> Two more meetings have been held with 28 property owners interested in preparing an Urban Renewal Plan and Leland Consultants will be presenting the draft plan to the Council at its October 4 Study Session. The plan is being viewed by property owners as an opportunity to participate in identifying ways in which the city can provide incentives to redevelop their property. The plan also identifies what capital improvement projects are scheduled for the next five years that will also benefit their property. Because much of the planning area is not annexed, the Council may want to consider delaying adopting the plan until more properties are annexed. Many of the property owners have expressed a desire to annex but do not want to bear the expense and effort necessary to achieve that goal.</p> <p><b>4<sup>th</sup> Quarter Progress:</b> The draft plan was presented to a joint meeting of the P/Z and Council on October 4 and they directed staff to move forward with the next steps including creating the Council as the new Urban Renewal Authority. Council then postponed approving a resolution implementing that step until after another public meeting was conducted December 6<sup>th</sup>. City Council targeted January 10 for the public hearing on the resolution creating the new URA. The proposed hearing on the Urban Renewal Plan is targeted for February 27 after a P/Z Commission review, scheduled for January 18<sup>th</sup>. Council will also receive an analysis of positive and negative aspects of including the Flour Mill/LDDA area in the new plan either in late December or early January, 2006.</p>
4. City-wide Strategic Plan	Administration	<p><b><i>“Focus on Longmont: Share your Vision, Create our Legacy”</i></b></p> <p>The purpose of the planning effort is to ensure City Council’s vision of Longmont as a vibrant, free-standing community by developing community-supported strategic policies that, if followed, will result in a balance between resources and expenditures to sustain Longmont’s capacity to provide desired municipal services as we approach build-out of the Longmont Planning Area.</p> <ol style="list-style-type: none"> <li><b>Complete additional interviews</b> to broaden community outreach and involvement. Complete additional second wave of interviews that are intended to reach out to individuals that are not typically heard from or involved in City planning efforts (February – March)</li> </ol>

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		<ol style="list-style-type: none"> <li>2. <b>Conduct Community Conversations</b> that will involve and bring together a variety of community organizations to have discussions about their vision of Longmont’s future with other groups that they would not typically be in dialogue with. (February 25-April 8)</li> <li>3. <b>Conduct the Best in Class Research</b> to seek out and evaluate other communities that are seen as being successful in the core themes being studied in our initiative. (February – March)</li> <li>4. <b>Hold the Community Summit</b> where we will invite the community to come together for a full day on April 16 to share the stories and information learned through our interviews, community conversations and best in class research and map the positive core of Longmont. (April 16)</li> <li>5. <b>Complete Phase 1 report</b> and begin transition to Phase 2 – Deliberative Dialogue Process and develop initial issue framing policies and design deliberative dialogue forums. (May – June)</li> <li>6. <b>Develop Issue Briefing Booklets and conduct deliberative forums</b> where participants will consider and evaluate what we learned in Phase 1 and begin the process of considering the choices or consequences of policy alternatives that will result in the ability of the City to have the resources in the future to provide the desired municipal services for the community. (May – July)</li> <li>7. <b>Prepare draft policies</b> and begin the process of testing up to six policies (July – August)</li> <li>8. <b>Conduct community dialogues</b> using a variety of approaches that results in broad community discussion of the policy alternatives. (August)</li> <li>9. <b>Refine policy recommendations</b> for consideration by City Council. (August – October)</li> <li>10. <b>Prepare and issue Final Report</b> that will describe the entire process, recommended policies, measures for tracking performance on the policies and a high-level analysis of existing consistency with the policies within the organization. (October)</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b>  The Project Leadership and Coordinating Teams have completed tasks 1 – 5 during the first two quarters of 2005. The Council, staff leadership team and community coordinating team members are planning the July 16 and July 30 deliberative forums, where community members will begin the process of considering possible future directions for action and the choices or consequences of policy directions that will result in the ability of the City to have the resources in the future to provide the desired municipal services for the community.</p>

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		<p><b>3<sup>rd</sup> Quarter Progress:</b>  The Project Leadership and Coordinating Teams have completed tasks 6 - 8 during the third quarter of 2005, and have initiated task #9. The Council, staff leadership team and community coordinating team members conduct two deliberative forums in July, where community members deliberated possible future directions for action and the choices or consequences of policy directions that will result in the ability of the City to have the resources in the future to provide the desired municipal services for the community. The consulting team prepared a report from the deliberative forums, and has drafted policy directions based on the input received from the forums. The Project Leadership and Coordinating Teams are planning another Community Forum on Saturday, October 15 from 9:00 a.m. – noon at the Service Center to refine future policy directions.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  The Project Leadership and Coordinating Teams are currently completing tasks #9 and #10. We held a Community Forum on Saturday, October 15 with City Council, the Coordinating Team and community members to refine future policy directions. Revised policy directions will be presented to City Council in mid-January, with a final report presented to City Council by the end of January, 2006. The Leadership Team is currently negotiating an extension to our Focus on Longmont contract with BBC Research and Consulting to conduct a fiscal impact analysis for Longmont, so City Council can assess Longmont’s fiscal sustainability at build-out. This analysis will be completed by the end of February, 2006.</p>
5. Longmont Multicultural Plan	Community Services	<p>1. Provide ongoing support to the steering committee that provides oversight to the 2003 – 2007 Longmont Multicultural Plan to help ensure plan implementation and sustain efforts where the people of Longmont are working together as a caring and inclusive community that is proud to embrace, respect and celebrate each other. (1<sup>st</sup> – 4<sup>th</sup> quarters)</p> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b>  The Longmont Multicultural Plan Committees have initiated and/or completed the following projects during the first two quarters of 2005: a) planned and coordinated the <u>New Americans Series</u> on February 5, March 12, and April 2; b) worked with the Longmont Museum to assist with Summer Camp transportation, so that more children from diverse ethnic and/or economic backgrounds may be able to attend; c) continued to hold “Tamales and Talk” sessions, including a session with Spangler Elementary School parents and teachers; d) sponsored a public forum with RTD to explore ways to eliminate barriers to accessing public transportation; e) initiated the</p>

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		<p>Promotora program at Salud Clinic and are looking to expand this program to other sites (e.g. Casa de la Esperanza); e) helped coordinate the Longmont Celebrates Cinco de Mayo celebration; f) planning an “education social network day to be held in August that will promote collaboration and sharing of resources within the community.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  The Longmont Multicultural Plan Committees have initiated and/or completed the following projects during the third quarter of 2005: a) <u>Culture</u>: The committee is working with the Longmont Museum and other community partners to plan the Dia de los Muertos event, which will be held at the Museum on October 29 from 10:00 a.m. – 4:00 p.m. Diez y seis de Septiembre event was held at the Longmont Youth Center and Centennial Park on Friday, September 16 from 5:00 p.m. – 9:00 p.m. b) <u>Education</u>: The committee is working on an update to their English as a Second Language class/resource availability. Mike Gradoz from SVVSD presented information about their “P-16” (focuses on preschool through higher education) effort which targets educational success at all age levels. The committee is learning more about this effort and exploring how it can partner with SVVSD. c) <u>Community Involvement</u>: The committee held a visioning session to re-focus its efforts for the future. The committee will continue its Tamales and Talk efforts within the Spangler neighborhood and elementary school, and will also focus its efforts in 2006 on the non-profit sector—offering to coordinate Tamales and Talks among their stakeholders and, in return, expecting a commitment from these organizations to utilize the Tamales and Talk tools for achieving greater diversity among their governing boards. d) <u>Housing/Health</u>: The committee is interested in disseminating Tenant Rights information in Spanish targeting residents in the Spangler neighborhood. They are also exploring other types of information to distribute (e.g. “Know Your Rights,”). The overall question/suggestion from the committee is whether we think all multicultural committees might want to coordinate efforts that focus on the Spangler neighborhood (rather than solely a “broad brush” approach). On September 16, Longmont United Hospital hosted a “Cultural Appreciation Day” to enhance their employees’ skills in providing health care services to Latino patients. e) <u>Steering Committee</u>: The steering committee is planning an annual Multicultural Plan Recognition event on Monday, October 24 from 6:30 p.m. – 8:30 p.m. at the Longmont Senior Center. The event will feature a presentation by Stan Perea, author of <u>The New America: The America of the Moo-Shoo Burrito</u>.</p> <p><b>4<sup>th</sup> Quarter Progress:</b> The Multicultural Plan Steering Committee hosted its annual community event on October 24. The event feature a presentation by Stan Perea, author of <u>The New America: The America of the Moo-Shoo Burrito</u>, about ways to bridge cultures and create “middle ground”. The Steering Committee is planning a half-day retreat during the first quarter of 2006 to complete a major revision of its direction, goals and action steps, and to begin discussing the future of Longmont’s multicultural efforts once the plan comes to a conclusion</p>

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6. Neighborhood Revitalization	Community Services	<p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. Compile and analyze current Census, crime and code enforcement data for Longmont neighborhoods. (December 2004 – January 2005)</li> <li>2. Send survey to selected neighborhoods within the City that reveal higher concentrations of negative Census, crime and code enforcement data. This survey will help determine the neighborhoods’ willingness and capacity to partner with their neighbors, businesses, community organizations and the City to make improvements in their neighborhoods. (February – March)</li> <li>3. Identify potential neighborhoods and select one to participate in the City’s second revitalization effort. (March – May)</li> <li>4. Work with the selected neighborhood on developing leadership skills and other areas to prepare them for the revitalization process. (June – August)</li> <li>5. Develop a neighborhood revitalization plan. (September – December)</li> </ol> <p>Items 1 and 2 have been completed. Item 3 is in progress. Five neighborhoods have been selected to have the opportunity to apply for the revitalization effort. Those neighborhoods are: Historic Eastside, Historic Westside, Bohn Farm, Loomiller, and 9<sup>th</sup> &amp; Hover. Applications will be reviewed by the Selection Committee on July 21. A neighborhood will be selected by the end of July.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. Selected Historic Eastside Neighborhood for 2005 Neighborhood Revitalization grant. (Historic Eastside is located between 3<sup>rd</sup> Ave. and 9<sup>th</sup> Ave. and Kimbark and Martin St.) July 2005</li> <li>2. Hired Neighborhood Revitalization Specialist (temporary staff) to facilitate the revitalization planning effort. August 2005</li> <li>3. Work with Historic Eastside core neighborhood leadership to garner public input for neighborhood revitalization process. August 2005 – January 2006</li> <li>4. Provide ongoing support, coordinate resources and develop leadership skills in the Spangler Neighborhood to prepare them for potential future revitalization projects. August – December 2005</li> <li>5. Continue to work with Kensington Neighborhood to implement the Kensington Neighborhood Plan</li> <li>6. Developed a Master Plan for Kensington Park</li> </ol>

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		<p><b>4<sup>th</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. Worked with the Historic Eastside Neighborhood Revitalization Core Committee to develop strategies for outreach and public input for Neighborhood Revitalization Plan</li> <li>2. Surveyed all neighborhood residents and property owners in the Historic Eastside Neighborhood about perceived needs for neighborhood revitalization with a 21% response rate</li> <li>3. Coordinated two neighborhood-wide outreach meetings, one youth photo outreach and one senior outreach to gather input and direction for neighborhood revitalization plan</li> <li>4. Coordinated with various City of Longmont Departments in order to develop appropriate focus areas for HENA Revitalization plan</li> <li>5. Compiled neighborhood input and writing neighborhood plan. Draft plan will be finished by the end of 2005</li> <li>6. Facilitate the approval process for the neighborhood early in 2006 and provide City Council with an update at that time</li> <li>7. Start implementation of the Plan in the second quarter of 2006</li> <li>8. Provide ongoing support, coordinate resources and develop leadership skills in the Spangler Neighborhood to prepare them for potential future revitalization projects in 2006</li> </ol>
7. Vandalism Abatement and Prevention	Police	<ol style="list-style-type: none"> <li>1. Research found few graffiti eradication/prevention programs that were any more effective than what is currently offered through the City's Graffiti Eradication &amp; Abatement Response Program (G.E.A.R). Exceptions were agencies with full time graffiti units</li> <li>2. Determined that any "Adopt-a-Park" type program will be based on programs offered via the National Crime Prevention Council. They have nationally-known, bilingual, programs with low cost resources to draw upon</li> <li>3. Parks &amp; Forestry asked for input in identifying four parks &amp; park managers to partner w/Police in beginning pilot "Adopt-A-Park" type program in early 2005. Would involve residents living adjacent to parks whenever possible.</li> <li>4. Due to significant commitment regarding Underage Drinking Prevention Coalition, Youth Council taking an active role in Vandalism Project was tabled</li> <li>5. Research completed on idea of constructing "Graffiti Walls" and no successful implementation of this idea was found. No prevention/deterrence found plus they create a spillover effect into surrounding areas and neighborhoods</li> <li>6. Public Awareness at various levels created and implemented: Civics in Action, Play it Safe, National Night Out, Behind the Badge, <i>Scoop on Vandalism</i> brochure (available throughout City), Newspaper Inserts, City Line, City Talk, Web Site &amp; Student Police Academy classes. Developing an educational/prevention program on vandalism specifically geared to middle school students is pending</li> </ol>

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		<ol style="list-style-type: none"> <li>7. Citizen Volunteer Patrol - volunteers selected and equipment/uniforms purchased. Their training begins in January 2005 with anticipated deployment in March 2005</li> <li>8. LCJP continues to be resource to refer vandalism cases to. In 2003, 33 persons completed the program, paid \$8,863 in restitution and provided 348 hours of community service. Final 2004 stats pending. Emphasis in 2005 to utilize this resource even more often</li> <li>9. Develop and implement a plan to harden targets of vandalism – pending</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. From January - May 2005, calls for service related to Criminal Mischief to Motor Vehicles are down 56%. Calls for service related to other types of Vandalism are only up 1%. While calls for service pertaining to graffiti are up 35% overall year to date, for the 3-month period of March through May, 2005, calls for service are down 18%. Taken all together, calls for service for all types of Vandalism are down 28% for the first five months of 2005</li> <li>2. Due to an increase in suspected gang activity, including tagging (graffiti), the gang unit deployed officers on special assignment for several weeks during the second quarter. Numerous contacts and enforcement action were taken.</li> <li>3. The Citizens Volunteer Patrol graduated their first 15 volunteers March 22. Among other duties, they are assigned to patrol parks and other areas of reoccurring vandalism/graffiti</li> <li>4. The long-awaited Beat Support Team was activated on a permanent basis during the second quarter. They are a proactive element of Patrol Services and are assigned to target specific areas to deal with traffic, crime and disorder issues - including vandalism and graffiti</li> <li>5. During the second quarter, the police department was able to fill the long vacant Crime Analyst position. The Analyst will be tracking vandalism &amp; graffiti trends and “hot spots” will be relayed to Beat Officers, Citizen Volunteer Patrol, Beat Support Team and Gang Unit</li> <li>6. Public Awareness efforts continue. It may be necessary to include a vandalism component in the current middle school program, Project Alert, rather than developing an entirely separate educational/prevention program</li> <li>7. Emphasis to utilize Restorative Justice in many cases, including vandalism, continues. Final 2004 stats will be obtained</li> <li>8. The volunteer who was spearheading the effort to create an “Adopt-a-Park” program and target hardening resigned. Efforts in these areas are temporarily on hold</li> </ol>

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		<p><b>3<sup>rd</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. Through the first 3 quarters of 2005 (Jan-Sep), calls for service related to all types of vandalism (except graffiti) were down 21% as compared to the same time period last year. This was primarily due to a significant decrease in vandalism to motor vehicles</li> <li>2. Incidents of graffiti, however, are on the rise. Through the first 3 quarters of this year, the police department received 145 graffiti calls v. 63 during the same time period last year. Over a quarter of those reports (40) occurred in the month of August alone. For the month of September, however, there were only 17 graffiti calls</li> <li>3. Due to the increase in graffiti, the department's crime analyst has been asked to develop a "hot spot" map, along with supporting information, which will be provided to all beat officers, the beat support team, the Gang Unit and the Citizens Volunteer Patrol. A "hot spot" map with supporting information regarding all other vandalism, including case leads, was already provided in mid-September by the crime analyst</li> <li>4. As with the second quarter, the Gang Unit is reporting a continued resurgence of gang activity. An increase in graffiti would normally correspond. As such, Gang Unit officers continued their prevention and enforcement efforts in the third quarter. They also continue to provide presentations to various community groups on gangs and related graffiti</li> <li>5. The Citizens Volunteer Patrol continues to be assigned to patrol parks and other areas of reoccurring vandalism/graffiti</li> <li>6. Public awareness efforts continue. With the beginning of a new school year, new sessions of the Skyline and Longmont HS Student Police Academies will take place. These academies include educational components on vandalism, gangs and graffiti. The Skyline SPA is now in session. Regarding new programs, Silvercreek HS will have their first Student Police Academy toward the end of this current school year</li> <li>7. Efforts to create an "Adopt-a-Park" program will resume in October with a meeting set up between Police, Parks and Neighborhood Resources to brainstorm ideas and possibilities</li> </ol> <p><b>4<sup>th</sup> Quarter Progress:</b></p> <ol style="list-style-type: none"> <li>1. Through November 2005, calls for service related to all types of vandalism (except graffiti) are down 13% as compared to the same time period last year</li> <li>2. Incidents of graffiti may be on the rise. Through November, the police department was made aware of 171 graffiti incidents vs. 72 during the same time period last year. It is uncertain, however, if incidents are on the rise as the PD is now adding in calls made to Code Enforcement that were not also reported to the police. This was not done previously</li> <li>3. The department's crime analyst is now preparing and distributing "hot spot" maps pertaining to vandalism and graffiti to all beat officers, the beat support team, the Gang Unit and the Citizens Volunteer Patrol</li> </ol>

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		<ol style="list-style-type: none"> <li>4. Gang issues, including graffiti, were to be explored during December's Crime Watch meeting but had to be postponed temporarily due to other issues. Gang Unit officers continue to provide presentations to various community groups on gangs and related graffiti</li> <li>5. The Citizens Volunteer Patrol and Beat Support Team continue to be assigned to patrol parks and other areas of reoccurring vandalism/graffiti</li> <li>6. Public awareness efforts on vandalism and graffiti will always continue. Police Department educational inserts in the Times-Call and the student police academies in the high schools are just two examples. The LHS academy is just now starting up and Silver Creek's first ever academy will happen before the end of the school year. Vandalism related presentations are also given to other middle school and high school classes as requested by teachers</li> <li>7. Police, Parks &amp; Neighborhood Resources personnel met and brainstormed the possibility of creating a "Park Watch" type program. A program where residents living around parks would work cooperatively with Police and Parks to address crime &amp; disorder in a variety of different ways, including patrolling their own parks. Citizen Volunteer Patrol members would also be involved by providing training and support. Based on Parks input, it was decided a pilot program would begin with Rothrock Dell Park next year</li> <li>8. As an outcome of the meeting with Parks, park supervisors will now begin informing the CVP coordinators and the Beat Support Team sergeant of parks experiencing new or unusual levels of criminal activity, including vandalism. This will allow for a more timely response to the problems vs. waiting for crime analysis</li> </ol>
8. Youth Risk Behavior Survey Response	Community Services	<p>The purpose of this work plan item is to define the strategic focus for youth programming throughout Longmont and the St. Vrain Valley, in response to the 2003 Youth Risk Behavior Survey results.</p> <ol style="list-style-type: none"> <li>1. Identify key planning partners and funding sources. (January – March)</li> <li>2. Retain consultant to conduct resource analysis and facilitate planning process. (January – March)</li> <li>3. Develop community planning process for entire St. Vrain Valley region with consultant. (January – June)</li> <li>4. Complete analysis of services currently available to youth in the St. Vrain Valley. (April – June)</li> <li>5. Incorporate data obtained from citywide strategic plan effort into youth planning process. (April – June)</li> <li>6. Implement planning process in St. Vrain communities. (July – September)</li> <li>7. Complete strategic plan and distribute to communities. (October – December)</li> </ol>

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		<p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b>  Items 1-3 have been completed by a core planning group that includes our consultants from Conocer, John Creighton and Gretchen Hammer. Item 4 is being initiated in the beginning of July and consultants are in the process of reviewing the data from the citywide strategic plan to extract data that is relevant to this planning process. Item 5 will be completed by mid-July. Items 6 and 7 will be implemented and completed between September and December 2005.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  Items 4 and 5 have been completed. Item 6 is scheduled to begin November 2, 2005 with a half-day Youth Summit to obtain a youth perspective on the data, to identify focus areas and to frame future community conversations about youth risk. Focus groups and community partner interviews will be conducted in November and early December with a full community summit to establish an action plan occurring in January 2006.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  The Youth Summit was completed in November 2005. A draft of the results of the summit was presented to Youth Council members and the adult facilitators of the summit for input and changes on December 1, 2005. The document is currently being edited. The list of focus group attendees has been developed. Training for focus group facilitators will occur in early January with all focus groups completed by the end of January. Community partner interviews have begun and will continue into early January. Due to the need to obtain a location large enough to accomplish the goals of the community summit, the summit date has been moved to March 4, 2006.</p>
9. DDA Future Capital Projects	Finance/LDDA/Community Development	<p>The City will partner with the Downtown Development Authority (DDA) to determine the most appropriate location for structured parking facilities that may contain commercial and residential uses. This Downtown Parking Structure Master Plan will include the following:</p> <ol style="list-style-type: none"> <li>1. The City and DDA will share in the costs of a study that will evaluate the potential for locating a mixed use parking structure in the downtown area. Representatives of the impacted businesses and neighborhoods as well as the former Parking Task Force will be asked to participate in the process.</li> <li>2. An RFP will be prepared that will identify a specific scope of work identifying what is expected of the consultant. Consultant will be selected by March 31.</li> <li>3. The Consultant will complete the Master Plan with City, DDA, and neighborhoods participation by the DDA's July meeting to enable a DDA/Council decision on a possible ballot issue.</li> </ol>

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		<p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b> Newman, Cavender &amp; Doane have been retained to prepare the Downtown Mixed Use Parking Structure feasibility study and have conducted three public meetings that have resulted in a preliminary analysis of the existing surface parking sites and their suitability for the facility. The former Downtown Parking Task Force is reviewing the Preliminary Assessment report in July and then it will be presented to the LDDA and the City Council at the August 4 Study Session to decide if the project is feasible to justify asking the property owners to vote on extending bond financing (Tax Increment Financing) to assist in constructing the facility.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b> The Council and LDDA reviewed the Phase I study and decided to place the tax increment financing extension question on the November ballot and also requested that staff and the consultant pursue possible collaborative efforts with Cotton Burden and Boulder County for the 500 Coffman site. The Council also wanted to see more information regarding the possibility of “plaza” concepts at the 300 and 500 Kimbark sites and to more fully explore a mixed use project at the 400 Kimbark site. This information will be presented at future Council meeting.</p> <p><b>4<sup>th</sup> Quarter Progress:</b> The City Council and the LDDA had joint meeting on November 15 to review information from the Consultants that evaluated the remaining four sites and eliminated 500 Kimbark from further consideration as well as asked for a draft RFP that would solicit private sector interest in a joint venture for a mixed use parking structure at any of the remaining three sites. Council also asked to see how the 400 Kimbark mixed use program would “fit” on the 300 Kimbark site. This information is scheduled to be presented to the LDDA/Parking Task Force on January 11 and then to City Council on January 24.</p>
10. Aging Population and Health Care	Community Services	<p>To create a strategic vision for Longmont as an elder-friendly community.</p> <ol style="list-style-type: none"> <li>1. Work collaboratively with Boulder County aging service providers in establishing the framework for this strategic visioning effort. (January - March )</li> <li>2. Incorporate data obtained from citywide strategic plan and the countywide aging services planning efforts into this strategic visioning process. (April - June)</li> <li>3. Implement planning process within the Longmont community (July - September)</li> <li>4. Complete strategic plan. (October - December)</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b> Item 1 has been completed. Consultants have been retained. A 50+ person county-wide coordinating team has been assembled. The team met on June 20 and 21 to formulate the overall</p>

Work Plan Item	Responsible Department	Progress Indicators
		<p>purpose of this initiative, prepare questions for an interview guide to be utilized, and identify other stakeholders who should be included in the process. One on one interviews will be held in July and August, community gatherings will be held in September, and a two day summit is planned for the end of October.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  Item 3 - 150 one on one interviews were conducted throughout Boulder County in July and August. Twenty two community conversations were held county-wide with five in Longmont, including one that involved 30 Spanish speaking participants. The Leadership team for the effort has reviewed all data collected and is preparing for a two-day Summit to be held October 27 and 28<sup>th</sup>. Positive core elements have been identified and will be the foundation for the Summit. At the Summit, participants will develop principles for communities in Boulder County to use in creating a place for all to age well.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  The guiding principles conceived at the October summit were refined. These principles will be distributed in January for final review by invested individuals. City of Longmont staff will begin work in January to develop an action plan specific to our community. This plan will align with the guiding principles as laid out in the county-wide work.</p>
11. Employee Relations/ Communication	Administration	<p>The purpose of this workplan item is to continuously seek ways to enhance employee relations/communication.</p> <ol style="list-style-type: none"> <li>1. Conduct meaningful conversation with employees to identify best practices that will enhance our employee relations/communication. (January - June)</li> <li>2. Survey other communities to discover best practices that if incorporated into our practices would enhance our employee relations/communication. (January - June)</li> <li>3. If appropriate, amend the Personnel Rules to formalize identified best practices that will enhance communications and improve opportunities for employee/management interaction. (July - September)</li> <li>4. Develop a long-term strategy for enhancing employee relations/communication that incorporates findings from citywide initiatives such as the” “<i>Focus on Longmont: Share your Vision, Create our Legacy</i>” strategic planning effort. (October - December, with on-going implementation)</li> </ol> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b>  An Employee Relations/Communication Steering Committee has been formed with members of the Directors Team, general employees, and Human Resources. This committee held a retreat in</p>

Work Plan Item	Responsible Department	Progress Indicators
		<p>early June. Each committee member is currently gathering employee input about what will make an on-going committee successful, and has asked for examples from other organizations. During the third quarter, the committee will focus on developing a structure for an on-going committee as well as draft a Personnel Rule change in the form of an ordinance.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  The Employee Relations/Communications Steering Committee proposed a Personnel Rule change and an Administrative Regulation establishing an Employee Advisory Group to the City Manager. In August, the City Manager presented the concept to the City Council and in September, the first reading of the ordinance changing the Personnel Rules occurred. The second reading for this ordinance is scheduled for October 11, 2005. Concurrently, all City employees are reviewing the Administrative Regulation and are submitting comments to the Human Resources Department.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  In late October, staff from the City Clerk's Office and City Manager's Office conducted elections amongst all employees to determine representatives for the first committee. All representative positions were filled and the EAG had its first meeting in November. They are in the process of defining their roles as representatives and are currently meeting two times each month with the City Manager.</p>
12. Water Supply and Storage	Water Wastewater	<p>The purpose of this work plan item is to continue to develop the City's Water Supply and Storage for the ultimate buildout of the Longmont Planning Area</p> <ol style="list-style-type: none"> <li>1. Continue to pursue the Union Enlargement project up to a 13 foot raise option and pursue partnering options. Finalize the Union Reservoir Enlargement Study in the first quarter. Continue to consider options to preserve the reservoir enlargement site and return to City Council if any additional purchase options are available. Work with adjacent property owners, on the west side of the reservoir, who are looking to annex and develop their properties with a goal to achieve outcomes that will compliment both the developments and the enlargement of the reservoir</li> <li>2. Continue to fund and participate in the Windy Gap Firing project. Formally inform the Windy Gap Firing Project enterprise that the City of Longmont's level of participation in the firing project will be narrowed from 10,000 to 16,000 acre-feet to 12,000 to 13,000 acre-feet. Include this participation level in the project's environmental and permitting efforts (January – June)</li> <li>3. Pursue partnering opportunities for the Union Enlargement project and return to City Council for review if any opportunities exist. Pursue acquisition/protection of the pipeline corridor and develop planning, timing and funding for the installation of the Union Reservoir pump back pipeline</li> </ol>

Work Plan Item	Responsible Department	Progress Indicators
		<p>4. Return to City Council for additional direction on the Windy Gap Firing Project after the preliminary environmental study is completed. Complete detailed financial evaluation of the funding approaches that do not include debt financing and present to Council</p> <p><b>1<sup>st</sup>/2<sup>nd</sup> Quarter Progress:</b>  The Union Reservoir Enlargement Study was completed in the first quarter and reviewed with adjacent landowners on the west side of the reservoir. This effort allowed the landowners to prepare a preliminary development proposal that will be reviewed by the City. This plan both allows the properties to be developed and preserves the ability of the reservoir to be enlarged to the 13 foot raise option. Partnering discussions continue with potential partners. The pipeline alignment for the Union Reservoir Pumpback Pipeline has been determined, with one critical section between WCR #1 and 17<sup>th</sup> Avenue preserved with a dedicated easement. A casing pipe was installed in the second quarter under 17<sup>th</sup> Avenue before the recent paving of the new roadway section to allow for future installation of this pipeline without disturbance of the new roadway. The project participants for the Windy Gap Firing Project were informed of Longmont's decision to participate in the project at the 12,000 to 13,000 acre-foot level. Participation levels for all participants in the project were finalized in the second quarter with the preliminary EA submitted to the US Bureau of Reclamation for review. It is hoped a response to the preliminary EA can be obtained in the third quarter so that preparation of the final EA can begin in the fourth quarter of 2005.</p> <p><b>3<sup>rd</sup> Quarter Progress:</b>  The final Purpose and Needs Report was released in September 2005 for public input. The preliminary Environmental Impact Statement (EIS) is currently scheduled for release for public input in January 2006. After release, a minimum 90 -120 day review period will collect input on the preliminary EIS. Preparation of the Final EIS and acquisition of federal permits are expected late in 2006. Final design of the project will then begin. Final design of the Union Reservoir Pumpback Pipeline, within Spring Gulch Greenway adjacent to Eastgate Subdivision, is 90% complete. Winter 2006 construction is expected.</p> <p><b>4<sup>th</sup> Quarter Progress:</b>  Continuing to work on the preliminary Environmental Impact Statement for the Windy Gap Firing project in anticipation for release early in 2006. Construction of the Union Reservoir Pumpback Pipeline still scheduled for winter 2006.</p>