

Minutes from August 27, 2003 City Commission Quarterly Goals Review Session

Staff received direction from the City Commission at the August 27, 2003 quarterly goals review session to initiate activity in the following areas and provide an update on progress at the November, 2003 quarterly goals review session: *(updated for 11/05/03 Study Session)*

CITY COMMISSION GOAL

Economic Development: Promoting the economic development of Lawrence to provide varied work and business opportunities.

- Working with Lynn Parman, develop strategy to address shortage of developable industrial sites.
Status: *See attached **draft** update from Future Business Park Identification Task Force. City staff is actively working with other members of the task force to develop criteria for future business park identification. The latest meeting for the task force is scheduled for October 30, 2003 and draft is being revised.*
- Contact Lawrence Regional Technology Center (formerly KIC) to request a formal update (presentation) to the City Commission regarding activities, initiatives, etc.
Status: *A presentation by Matt McClorey with LRTC was originally scheduled for October 28th, but had to be rescheduled at Matt's request. The attached information about LRTC includes their Mission Statement and a list of services, contacts, and sponsors. On a somewhat related note, attached is an Executive Summary and Public Abstract for a KU appropriate technology project entitled AT+Home. The project's goal is to establish a regional center for research, implementation and demonstration of appropriate building technologies, to include energy saving and sustainable building technologies.*
- Complete performance agreements (two underway – Prosoco and Serologicals).
Status: *Prosoco performance agreement has been referred to PIRC for review. The Serologicals performance agreement will await the results of that review and further City Commission direction.*
- Complete language and format for living wage initiative.
Status: *Complete*

CITY COMMISSION GOAL

Planned Growth: Encouraging growth that protects our environment, neighborhoods, and cultural features while benefiting all of our citizens.

- Continue providing monthly updates regarding progress on zoning and subdivision code revision process.

Status: *Monthly updates have been provided with 09/09/03 and 10/17/03 City Manager's Reports; update for November included in attached "Strategic Planning Process" update.*

- Provide update regarding Public Improvement Task Force activities.

Status: *Attached PITF schedule is on track, with the next meeting scheduled for 11/04/03. The topic for that meeting is "Other Regional APF Efforts" and the Public Works Director and Stormwater Engineer from Lenexa will be in attendance.*

CITY COMMISSION GOAL

Community Building: Creating social capital and celebrating our heritage.

- Provide update regarding Homeless Task Force activities.

Status: *Update from Victor Torres, a member of the Task Force, is attached.*

CITY COMMISSION GOAL

Environmental Issues: Integrating the environment into our decisions as we work towards a sustainable city.

- Relay direction given to Waste Reduction/Recycling Advisory Board to proceed with other environmental initiatives for the community such as energy conservation (model energy conservation code).

Status: *A meeting was held with two members of the WRRAB on September 18th and the results of that meeting were shared with the City Commission via the attached City Manager's Report of 09/23/03. Subsequent to that meeting and Report, staff contacted a Board member to remind them of the City Commission's direction as noted above and requested information regarding any activity by the Board on this item. To date we have received no information from the Board member contacted.*

CITY COMMISSION GOAL

Neighborhood Planning: Improving the livability of all Lawrence neighborhoods.

- Verify that new zoning regulations include institutionalizing neighborhood involvement in new development; may also require inclusion in subdivision regulations revisions.

Status: *The Planning Commission held the first of two public hearings on the zoning code at their October meeting. They took additional public input and then discussed what the next step was. They decided the next step is for a planning commissioner to go through the entire document for three separate reviews – typo/grammatical; minor & major issues identification; identification of all areas that public input has been received on for future discussion. This work is due back to the commission in December. Staff is doing a similar review but the PC wanted a commissioner to do this type of*

review too. From this most recent time line change, the document should be back for a second public hearing in January 2004, after the PC discusses their issues in December.

- Report on progress of completing Historic Districts process.
Status: *Report provided at 10/28/03 City Commission meeting by Lynne Braddock Zollner, Historic Resources Administrator with the Planning Department.*

CITY COMMISSION GOAL

Downtown Development: Protecting the integrity of downtown while maintaining it as a unique community resource.

- Complete downtown infrastructure plan, to include historical information on those projects completed within the last five years as well as prioritized list of future projects. Should include all related infrastructure components, such as sewers (sanitary and stormwater), waterlines, parking, alleys, landscaping, etc.
Status: *Staff continues to work on completing this plan. An example of the historical information that will be provided (waterline projects) is attached.*
- Report on options for Carnegie Building re-use.
Status: *Study session held 09/24/03 to review proposals. Commissioners have reviewed proposals and submitted their priority selections to staff. A report on the results of the prioritization process will be part of the 11/04/03 "City Manager's Report".*

CITY COMMISSION GOAL

Transportation: Improving access for all citizens.

- Research and report on curb & gutter specification and any changes that have been recently implemented or are scheduled to be implemented to improve the longevity and reduce premature deterioration.
Status: *See attached report from Chuck Soules, Public Works Director.*
- Report on policy/process or KDOT funding for bicycle/pedestrian overpasses.
Status: *See attached report from Bill Ahrens, Transportation Planner.*
- Update Bicycle Plan (in consultation with Commissioner Highberger) with the intent of introducing related projects in to the City's Capital Improvement Plan; update should have components that address education for general public and cyclists regarding bicycle safety issues.
Status: *Staff is working with the City of Lawrence Bicycle Advisory Committee (BAC) on the update of the Bicycle Plan (formerly Bicycle Work Program) and accompanying Bicycle Facilities Map. Staff's rewrite of the text is essentially complete. Staff has been working on updating the Map, incorporating a new base map that shows most of the current Urban Growth Area and the roadways shown on the Major Thoroughfares Map. Staff has been reviewing the existing Bicycle Facilities Map and revising*

proposed future facilities. The work is being coordinated with Lawrence Parks & Rec., Lawrence Public Works, and Douglas County Public Works and BAC. The Plan will include background and history, description of programs and activities, funding opportunities, the Bicycle Facilities Map, and a prioritized listing of projects. BAC will review the draft Bicycle Plan and Map at their November meeting and will be asked to approve the Plan in December. Following BAC approval, the Bicycle Plan will be presented to the Technical Advisory Committee, Lawrence/Douglas County Planning Commission, Lawrence City Commission, and Douglas County Commission.

- Report on progress of "T" sticker program with KU.
Status: *Information was included in the 10/21/03 "City Manager's Report" (attached).*
- Report on progress of adoption of 23rd Street Corridor Plan.
Status: *Staff presented the 23rd St. Corridor Study to Douglas County Commission on Sept. 22nd. BCC opted to receive the Study. Staff will complete a draft ordinance next week for adoption of the 23rd Street Study and submit it to the City Manager's office for review.*
- Report on progress of adoption of Traffic Impact Study guidelines.
Status: *Staff met with Tom Swenson, consultant with TranSystem, on the draft. A "check" copy is anticipated in the next week and the final report should be submitted on or before November 12, 2003.*

CITY COMMISSION GOAL

<p>Service Delivery – Provide excellent city services consistent with resources available.</p>

- Utilize the November quarterly goals review session to have a broad discussion of City Commission goals for the 2005 budget, thus providing staff general direction early in the process for the 2005 budget.
Status: *Agenda item for 11/05/03 City Commission study session.*
- Report on building code modernization task force efforts.
Status: *A report from Barry Walthall is attached.*
- Report on performance measurement and management action plan.
Status: *Report provided to City Commission 09/25/03. Further direction is requested.*
- Report on employee health insurance options for 2005 budget.
Status: *See attached report from Frank Reeb, Administrative Services Director.*