

# COUNCIL WORK SESSION ITEM

Meeting Date: January 11, 2024

Staff Contact: Leslie Herring, City Administrator

**Agenda Item:** Discuss 2024 Work Session Topics and Council Priorities

## Background/Description of Item

This work session is an opportunity for the Mayor and City Council to provide direction, ask questions, and to share ideas to City staff in the development of a work plan for the 2024 calendar year. Several projects and priorities are well underway and already committed; however, should Council have additional ideas or want to exchange one priority for another, this is the perfect time to provide such direction to staff.

Additionally, if there are certain presenters or partnering agencies from whom the City Council would like to hear, this is a great opportunity for the Governing Body to discuss those ideas and direct City staff to issue those invitations and schedule such presentations or reports. For reference, presentations which are currently being added to upcoming agendas include:

- Commissioner Becky Fast, Johnson County Board of County Commissioners
- Deb Settle, Northeast Johnson County Chamber of Commerce
- Chief Steve Chick, Consolidated Fire District No. 2 (Northeast JoCo)

## 2024 Recommended Work Plan

Priority	Q1 Jan - Mar	Q2 Apr - Jun	Q3 Jul - Sep	Q4 Oct - Dec
Rainbow Blvd. Improvements Recommendations; Acceptance				
Mission Rd. Improvements Recommendations; Acceptance				
City Website Relaunch				
Governing Body Strategic Plan Creation, Adoption; Related Community Priorities Survey				
City's 75 <sup>th</sup> Anniversary Celebration				
New Feature Park Plan Creation				
Administration Department Reorganization				
FY 2023 Audit; FY 2025 Budget Creation; Adoption				
Communications Strategy Deployment				
47 <sup>th</sup> & Rainbow Blvd. RFP Issuance, Public Review				
City Code Recodification Review; Adoption				
2024 ICC Code Recommendations; Adoption				
Capital Improvement Plan (CIP) Funding Approach Development (based on Governing Body Strategic Plan to be developed)				➔
KC Regional Climate Action Plan – Task Force to develop implementation goals				➔

Descriptions of the priorities identified in the first quarter are further contextualized in the City Administrator's monthly Administration Department report included in this City Council meeting packet as well as previous packets.

The priorities identified in the second and subsequent quarters of 2024 are described below:

- *FY 2023 Audit; FY 2025 Budget Creation; Adoption*
  - The FY 2023 audit process is beginning and is currently scheduled for presentation at the April City Council meeting (possibly May depending on City Auditor availability).
  - The FY 2025 budget is expected to be built based on community and Governing Body priorities as identified in the community engagement survey process planned for early 2024.
  - Staff will prepare the budget recommendation according to the following schedule:
    - April – review of FY 2023 audited actuals; FY 2024 anticipations and modified expectations, if applicable; discussion about community engagement activities desired in budget process
    - May – initial budget work session to identify parameters for budget recommendation development
    - June – presentation of more-major FY 2025 budget items (CIP and Equipment Replacement Plan)
    - July – presentation of FY 2024 mid-year actuals and full FY 2025 budget recommendation; determination as to mill levy to publish for hearing
    - August – presentation of master fee schedule recommendation
    - September – FY 2025 budget adoption hearing (and hearing to exceed Revenue Neutral Rate, if approved by City Council in July)
  
- *Communications Strategy Deployment*
  - Following the creation of a City Communications Strategic Plan (CSP), which resulted from the City's work to become a MARC-recognized Community for All Ages, City staff recommends the following action steps:
    - Consider formal adoption by City Council resolution of the CSP following the conclusion of the Governing Body Strategic Plan creation and adoption. The results of the associated city-wide survey should be integrated, where noted within the document into the CSP prior to adoption.
    - Following formal adoption of the CSP, the implementation activities listed within the document as *Now / Top Priority* should take place.
  
- *47th & Rainbow Blvd. RFP Issuance, Public Review*
  - Following the:
    - 2021 Urban Land Institute (ULI) Technical Assistance Panel (TAP),
    - 2022 City Facilities Assessment and Feasibility Analysis,
    - 2023 Planning Commission and City Council review and acceptance of the Karbank redevelopment plan for 50<sup>th</sup> & Rainbow Blvd., and
    - 2024 professional recommendations anticipated to be shared during the first quarter of the year for the future of Rainbow Blvd. as a transportation corridor;the City Council should consider initiating a process to invite and consider redevelopment proposals for the southwest corner of 47<sup>th</sup> St. & Rainbow Blvd.
  - City staff recommends the following process be considered:
    - 2024 Q2: Create Request for Proposals (RFP) review committee and external communications plan, draft RFP for review by committee based on past planning efforts and expressed community desires, review applicable City Codes (Zoning Ordinance) and other applicable regulations for development of the site
    - 2024 Q3: Issue RFP inviting proposals for redevelopment of the site; receive and review proposals; invite select proposals for presentation/interviews
    - 2024 Q4: RFP review committee to assess public response to proposals and to determine additional activities, if needed, to recommend a proposal to the Governing Body; recommend proposal for consideration by Governing Body
  - This rough schedule and component parts is subject to change based on City Council input and input by the RFP review committee once that group convenes.

- *City Code Recodification Review; Adoption*
  - The City's current Municipal Code was last codified in 2008 and has never been available on the City's website in a format that is easily searchable and easily updated when new ordinances are passed by the Governing Body.
  - In 2023, the City initiated a process to recodify, that is to incorporate all the ordinances passed since 2008, conduct a legal and Governing Body and staff review, and to then determine any changes and updates that need to be made to current City laws. Municode (owned by CivicPlus, the City's website provider) is currently conducting the full legal review.
  - Upon conclusion of Municode's legal review, City staff will work with the City Attorney to do an initial review in preparation for a full review of the City Code by the Governing Body.
  - Once the Governing Body concludes its formal review of the recodification, City staff will prepare the Code for adoption by ordinance and Municode will then post the Code online in the searchable and updated version we're so excited for.
  
- *2024 ICC Code Recommendations; Adoption*
  - Johnson County cities are all currently preparing to review the International Code Council's just-released 2024 building codes. Like happened in March of 2021, City staff will join the area building officials to review the 2024 updates to the building codes and will make a recommendation to the Governing Body to adopt such codes with deviations consistent with those recommended for adoption in neighboring jurisdictions.
  - This work is now beginning, review is anticipated to take place over the next several months and into the summer, with recommendations being presented to Governing Bodies this Fall. Incoming Westwood Building Official Nick Finck will participate in this process as part of his on the job training.
  - To the extent possible, City staff will attempt to coordinate timelines between this and the recodification so that adoption can occur simultaneously.
  
- *Capital Improvement Plan (CIP) Funding Approach Development (based on Governing Body Strategic Plan to be developed)*
  - Following the creation of the Governing Body Strategic Plan and the conclusion of the related community-wide survey, City staff plans use the direction received to recommend a funding strategy to more-aggressively implement the City's adopted five-year CIP.
  - At this time, the CIP has been built to reflect a ten-year implementation plan for:
    - Integration of the City's 2018 Streetlighting Master Plan
    - Integration of the City's 2020 stormwater system condition inventory
    - Integration of the City's 2021 Complete Streets Plan, including sidewalk plan
    - Integration of the City's 2022 pavement condition inventory;

however, the CIP is underfunded to accomplish these plans within a ten-year time horizon.
  - 2023 and 2024 have and will see progress on the City's future land use plan, which will impact the City's CIP – both with forecasted revenues from private redevelopment and adjustments to the CIP projects in response to redevelopment.
  - A comprehensive funding approach must be developed in order to meet the community's goals to maintain and improve City infrastructure.
  
- *KC Regional Climate Action Plan – Task Force to develop implementation goals*
  - Following the City Council's adoption of Resolution No. 104-2022 in May 2022, City staff recommends a task force be created to review the KC Regional Climate Action Plan and recommend implementation activities for consideration by the Governing Body.
  - This process should be built upon the foundations of previous planning processes and established City goals and priorities.