



Centennial Village
Art Fence

DEPARTMENT UPDATE

JANUARY 21, 2015

This Department Update is being provided as a brief update on the City Manager's Work Program, as well as matters thought to be of general interest or as referred to staff by Council.

DEPARTMENT UPDATE

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City Manager

Assistant City Manager Becky Safarik:

WORK PROGRAM ITEM #5 UNIVERSITY DISTRICT INITIATIVE HOME PURCHASE PROGRAM

The draft Home Purchase Program for Employees (HPPE) was presented to area Realtors and lenders for review; the program was enthusiastically received and now advances to more detailed development.

WORK PROGRAM ITEM #8 DOWNTOWN HOTEL AND CONFERENCE CENTER

The staff and DDA met with the marketing consultant and a construction company to review preliminary conclusions; this will be the foundation for a new Request for Proposal (RFP) to be issued in early 2015.

WORK PROGRAM ITEM #9 POUUDRE RIVER CORRIDOR INITIATIVE 2 GOCO PROPERTY ACQUISITIONS

The Poudre Greenway project will be included in the 2015 January "River Runs Through It" conference.

GURA Community Development Block Grant All 2013 CDBG activities are complete.

2014 CDBG activities

- Work underway at Weld Food Bank; started in September and still continues
- Work underway at Greeley Center for Independence, it started in October and still continues
- Infrastructure projects in Sunrise and on 8th Avenue Phase II are underway
- RVNA submitted a fourth draw request

GURA Community Development Block Grant Annual Process The 2015-2019 Consolidated Plan and 2015 Action Plan were approved on October 7th and is ready for submittal to HUD; however, staff cannot submit the plans until actual awards are announced in 2015.

GURA Homes Again Purchase Program The home at 1008 3rd Street has been sold. Construction of 1325 13th Street is complete; it will be sold once landscaping is installed.

GURA Tax Increment The Board approved use of remaining downtown tax increment funds for installation of a restroom and completion of striping for parking at Lincoln Park, as well as, the use of up to \$250,000 of tax increment funds for use on the "triangle" at 10th Street and 23rd Avenue.

Poudre River Trail Snow Plowing With the snow storms of late December and early January we have had the entire trail plowed three different times and it has remained open for users. We do have trail users virtually every day of the year. Some were observed on the trail the morning of December 30 when the temperature was still well below zero.

Poudre River Trail Website The trail website, poudretrail.org continues to be well viewed and used. In 2014 the site had nearly 30,000 "hits", a considerable increase of the previous year's usage. While most

of the “hits” were from Greeley and the northern Colorado area, we had significant activity from users in the metro Denver area and many other parts of Colorado.

Poudre River Trail Construction Projects The City waterline replacement project west of 95th Avenue continues and there is now a short section of trail that is open but has a temporary gravel surface. We expect the project to be completed soon with permanent concrete replacement trail installed as soon as the weather permits.

There are also a couple pending construction projects, one just north of Island Grove Park and another possible railroad crossing north of the Rover Run Dog Park. There is no firm time frame for these projects, yet. In both cases, we anticipate little or no impact on the use of the trail as adequate short detour routes will be provided.

Poudre River Trail River Bank Repair There are two places where the June, 2014 flooding eroded the river to the edge of and even undercut the trail a short distance. These places will be repaired during the winter months when the river level is at its lowest point. The repair work is likely to occur in early-mid March, 2015.

Finance:

Assistant City Manager and Finance Director Victoria Runkle:

WORK PROGRAM ITEM #32 – SALES AND USE TAX AUDIT PROGRAM IMPLEMENTATION

Completed the RFP for the Sales and Use Tax Audit Program. The deadline for bids to Purchasing is February 18, 2015.

WORK PROGRAM ITEM #33 – INFRASTRUCTURE MAINTENANCE AND CAPITAL CONSTRUCTION FINANCING

Sales Tax and Street Needs - Presentation of overall plan in front of Council. This week will be spent calling citizens and “encouraging” them to be on the Committee. Sewer Bond Issue - Just waiting for Sewer folks to define projects well. We have some meetings with the Bond Counsel set up to discuss general official statement and ordinance issues. Stormwater Financial Planning - We are ahead of the process on the Storm Water presentation. Need to get that PowerPoint finished for the February meeting. The software the utility is using is so amazing.

2016 Budget and 2016 – 2020 Capital Improvements Plan Our budget manager has prepared a calendar for an abbreviated 2016 process. While that is occurring, the staff is preparing the 2015 – 2016 Budget document to be completed by January 30. The staff will then update the Capital Improvements document to reflect all 2014 uncompleted projects as well as any other changes that will be reflected in a carryover ordinance. This will reflect the total work program for 2015 and in future years.

Update Development Impact Fees Program The Council adopted the fees as proposed in the 2014 Development Impact Fee Study. These fees will become effective on March 1, 2015. In future years these fees will be increased by the City’s Economic Adjustment Factor.

City Clerk's Office/Municipal Court:

City Clerk Betsy Holder:

Records Management Automating the work flow of liquor licensing renewal applications was a project that began in 2014 and is being finalized in the early months of 2015. This pilot will help set the foundation for other process automation projects – saving time, and increasing efficiency.

The 2015 work program for records management has been developed and includes several outreach and trainings, policy work, a variety of communication pieces to share with departments, and continued research and work on managing and preserving electronic records.

Charter Review Staff presented a couple of proposed Charter changes, related to Article 17 related to water and sewer operations, to the Water and Sewer Board in January for input in preparation for a discussion of staff's review of the Charter at the February 10th work session.

Election The Chamber of Commerce will be gearing up soon to host a Candidates Academy. The City Clerk's Office participates, along with the Weld County Clerk's Office, Aims Community College, and School District Six, in the Academy to share information to prospective candidates about various statutory election and campaign finance requirements.

Municipal Court The Municipal Judge and Court staff began researching ways to improve a couple of programs – compliance with court-ordered sentences and whether supervised probation is an option; and the parking violation protest process – whether a parking referee system would be workable for the City organization.

Annual figures for 2014 are now available for total number of criminal/traffic violations and number of parking violations processed through Municipal Court: There was a 9% increase over 2013 in the number of criminal/traffic cases (number of tickets written) – there were 12,489 in 2013 and 13,619 in 204. There was a 5.8% decrease from 2013 in parking cases (number of tickets written) – there were 12,109 in 2013 and 11,403 in 2014.

Fire:

Fire Chief Duane McDonald:

WORK PROGRAM ITEM #20 BUILD PUBLIC SAFTY TRAINING FACILITY

Use by special review application completed and submitted to Planning. Design meeting complete for site features and burn building.

Training Active shooter command exercise completed with Police and Fire personnel.

Staffing Completing hiring process for one fire recruit to fill a vacancy.

Police:

Police Chief Jerry Garner:

WORK PROGRAM ITEM #21 TRAFFIC SAFETY INITIATIVE

The Police Department has appointed instructors for the education piece of the initiative, assembled teaching outlines and completed the first programs for school and community groups. Patrol supervisors are stressing to their personnel the importance of selective traffic enforcement on accident-causing violations.

Staffing With considerable assistance from the Department of Human Resources, the Police Department has completed the recruitment and selection of five civilian police cadets who will become Greeley police officers after successfully completing a police academy and passing the state licensing test. Three of these city-sponsored students are enrolled at Red Rocks Community College law enforcement academy in Lakewood; two are in the academy held at Aims Community College in Greeley. Three of the five are women.

K-9 Team Officer Cody Mason elected to leave the K-9 program when his K-9 Milo medically retired at the end of 2014. Milo will continue to live with Officer Mason and his family. The Department has purchased a new police working dog. Rocko is a German Shepherd and is currently undergoing training with his new handler, Officer Kevin Clarey.

Substance Abuse Summit Rise Above Colorado, the Colorado Alliance for Drug Endangered Children and the Centennial Mental Health Center hosted a two-day summit at the Greeley Police Department on January 20-21. The purpose of the conference was to share information and explore the impacts of substance abuse on families, children and teens. Chief Jerry Garner was asked to serve on a Leader's Panel discussing the issues.

Human Trafficking The Police Department is participating in efforts to form a coalition against human trafficking in Greeley and Weld County. Human trafficking is modern-day slavery in which criminal traffickers use force, fraud or coercion to control victims for the purpose of engaging in commercial sex acts or labor services against their will. GPD has been involved in the investigation of three cases of human trafficking within the past year.

Information Technology:

IT Director Patty Stokes:

WORK PROGRAM ITEM #30 – COMPUTER SECURITY IMPROVEMENTS

Currently in the hiring process for Network Security Analyst position. Position is advertised and will move forward in the selection process as soon as a new Network Manager is in place, the new manager should be part of the selection process for the security position.

Print Services IT is in the first phase of implementing Managed Print Services, evaluation of all Department/Divisions to document their current print environment to be followed by providing analysis and "best printing practices" to all areas of the City. At the completion of this project we will have a more

efficient printing environment with an increase in reliability and decreased printing costs.

Community Development:

Community Development Director Brad Mueller:

WORK PROGRAM ITEM #13 – OIL AND GAS PIPELINE GATHERING SYSTEM

Staff met with area oil/gas operators to discuss regional planning.

WORK PROGRAM ITEM #14 LANDSCAPE CODE REVISION STUDY

Work on this long-range plan and proposal for code changes continues from 2014 with analysis and draft report writing. Current work is on reconciling important input from the Water & Sewer Department.

WORK PROGRAM ITEM #15 ENTERPRISE ZONE RECERTIFICATION

Met with Upstate Colorado staff to review when we could anticipate information coming from the State, which will allow the start of this effort.

WORK PROGRAM ITEM #16 DEVELOPMENT REVIEW TRAINING

Brainstormed options with Planning and Engineering Development Review managers.

Development Review To date (mid-month), staff has reviewed 17 submittals in 2015. There were 20 submittals to date in 2014, and 12 submittals in 2012.

Coming Out of the Ground

- Les Schwab Tire Center – 7005 10th Street – 12,000 SF Tire Service Center
- Homestead Heights 4th Filing – South of 10th Street/West of 74th Avenue – Overlot Grading for 218 Single Family Lots
- Grace Point Assisted Living – 1919 68th Avenue – 27,563 SF Addition (26 New Units)
- WeldWerks Brewing Company – 508 8th Avenue – 6,600 SF Brewery and Taproom
- Extraction Oil & Gas – South of Hwy 34 Bypass/West of 1st Avenue – Expansion of Existing Oil & Gas Drilling Facility
- City of Greeley – 300 E. 8th Street – 4,800 SF Wastewater Treatment Building
- Mountain Vista Office Park – 8211 20th Street – New 4,000 SF Office Building
- Homewood Suites – 2510 46th Avenue – 81 Room Hotel
- Chinook Wind Apartments – 6622 10th Street – New 60 Unit Independent Senior Housing Complex
- The Renaissance at Fox Hill – 4672 20th Street Road – New 5-Plexes
- Summer Park – 66th-69th Avenue/3rd Street – New 6-Plexes/5-Plexes/4-Plexes
- Owl Ridge 5th Filing – SE Corner of 83rd Avenue/20th Street – 348 Multi-Family Units
- CDOT Headquarters – 10601 Hwy 34 Business – New CDOT Headquarters (41,000 SF Administrative Bldg with Additional Maintenance Bldgs)
- Rosedale Substation Expansion – NW Corner of 1st Avenue/31st Street – Expansion of Xcel Substation

Building Inspection Stops in 2014 finished strong, and Fire Inspection stops finished off. There were 15,239 total stops in 2014 versus 13,871 in 2013. This equates to an average of 12.6 inspection stops per inspector, per day.

Building Plan Review Plan Reviews for 2014 continued to increase, at 1,052 compared to 698 in 2013; most of the increase came from new construction. Turn-around times were half the time set for goals in 75% of new construction, and 68% of remodels.

Winter Farmers' Market Through December 2014 the Winter Farmers' Market had a 21% increase over the same period in 2013 and 64% above 2012. Guest chef presentations are planned for January.

Code Compliance There were 313 new code compliance cases created in December, with 197 courtesy warnings issued. For all of 2014, there were 4,377 cases processed, up 181 cases from 2013 (4.3%).

Recycling Programs The GROW site accepted 16,128 cubic yards of green waste in 2014, up 6% over 2011 (the last prior full year of operation). One hundred twenty-eight (128) bags of leaves were received during the Ace Free Bag program, and 70 Christmas trees were dropped off for free during December. The Downtown Recycling Center is expected to open in early March.

Culture, Parks, & Recreation:

Culture, Parks & Recreation Director Andy McRoberts:

WORK PROGRAM ITEM #1 – ISLAND GROVE MASTER PLAN UPDATE AND INDOOR ARENA FEASIBILITY STUDY

A Request for Proposals (RFP) has been issued to produce a new Parks, Trails, and Open Lands Master Plan that also includes an “add alternate” for consulting services to produce an Island Grove Master Plan. The RFP closes on January 30th. Several firms have already expressed interest.

WORK PROGRAM ITEM #2 – ACE/SCHOOL DISTRICT JOINT USE OUTDOOR FIELD DEVELOPMENT

An Intergovernmental Agreement (IGA) between the City of Greeley and Weld County School District 6 that addresses specifics on funding and future use of synthetic turf fields at District Football and Soccer Stadiums was previously approved by the Greeley City Council on December 2, 2014. The IGA will be presented to the School Board on January 26th. Also on January 26th will be the Board's consideration of awarding a contract for services to convert the existing stadium fields from grass sod to synthetic turf.

WORK PROGRAM ITEM #3 – PARKS TRAILS AND OPEN LANDS MASTER PLAN

A Request for Proposals (RFP) has been issued for consulting services to produce a new Parks, Trails, and Open Lands Master Plan. The RFP closes on January 30th. Several firms have already expressed interest.

Cultural Affairs Staff has rotated a new set of letters from the recently-acquired “Meeker Letter Collection” into the public display. The first set had surpassed its acceptable limit of exposure to light, and needs a rest. Stop by to see the new set on display, and some new interpretive panels to go along with them.

The East Gallery is now in transition from the “Fight, Work, Save” exhibit to “Build Frontiers”, the new exhibit is scheduled for a grand opening on June 6th.

Digitization of historic images in conjunction with the High Plains Library District continues, we’re entering the third and final grant funded year of this project.

While Historic sites are closed during the winter months the educational team participates in the Museum to You program and interacted with 605 District 6 students in December. The program continues well into 2015.

Public Art – “Spark of Inspiration”, an exhibit by Artists who also teach, will be on display in the Tointon Fine Arts Gallery from January 9th through February 14th.

Museums and Historic Sites - Staff recently replaced the planter damaged in a vehicle collision affecting the public sculpture “Kite Tree” on 8th Avenue on January 21. Additional work will be performed by the artist on the “People Tree” replacing the painted medallions, that were beginning to peel. The artist of “The Bird Watching Tree” has submitted a new model that more closely matches the original approved drawings submitted. She will begin working on the replacement and installation in the spring as weather and resources (staff and equipment) allow.

CDOT has given initial approval for the artwork “Grassland” and landscaping proposed for the 8th Avenue entryway at 22nd Street. CDOT has also given initial approval for the artwork and landscaping proposed for the 23rd Avenue triangle at 10th Street.

Sister City Program - 17 applications have been received from Greeley West, Jefferson, University, Frontier, Greeley Central, Union Colony and Northridge high schools to travel to Moriya, Japan in June. A committee will be interviewing candidates to select between 8 and 10 students to represent Greeley from the field of applicants.

Union Colony Civic Center ticket sales for events in late December and early January include: “Junie B Jones in Jingle Bells Batman Smells” (1,019), “Smokey Joes Café” (862), and “Bringing Home Sardinia” (239). Upcoming performances include: “James Van Praagh” Jan. 30th, “Camelot” Feb. 2nd, “Starship, Featuring Mickey Thomas” Feb. 6th, “La Maleta / The Suitcase” Feb. 15th.

Staff is busy arranging the 2015-2016 season line up and encourage anyone who hasn’t taken the online survey to assist with show selection to do so before February 6. www.ucstars.com

Golf - Rounds for 2014 ended up 6,075 rounds ahead of 2013 totals. In 2014 there were a total of 60,939 rounds compared to 54,864 rounds in 2013.

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Tree work is being done at Highland Hills Golf Course with a total of 34 tree removals. Work should be completed by end of January, 2015.

Island Grove The indoor event season kicked off with bang with Jurassic Quest which had over 9,200 paid admissions at the Island Grove Event Center! The Promoters were very happy and have already booked a return date for 2016 which will expand to two buildings (Event Center and Exhibition Building).

Island Grove will host the following public events in the next 30 days: Colorado Farm Show, January 27th – 29th; the Friends of Baseball Breakfast of Champions on January 1st; the Rocky Mountain Jr. Showdown, February 13th – 16th; the Greeley Area Chamber of Commerce Annual Banquet on February 19, and; Pheasants Forever Banquet on February 21st.

Parks Bittersweet and Centennial Park Restroom Replacements, the contractor was scheduled to mobilize the week of January 19 at Centennial Park first and then to Bittersweet Park for destruction of the existing restroom buildings. It is anticipated that this will take 4 to 5 days at each location.

Staff is busy coordinating efforts to provide a unique campaign to encourage the planting and care of trees in Greeley. Meetings have begun with other City personnel, potential sponsors and others for this new campaign culminating in a huge Arbor Day celebration of the 35th Anniversary of Greeley's "Tree City USA" status as designated by the National Arbor Day Foundation. The event is scheduled to take place May 2nd at Lincoln Park. Look for a City Scoop article in February regarding this exciting program.

Recreation The Recreation Center is hosting the Annual Father/Daughter Dance January 30th & 31st. Tickets are still available!

The Ice Haus hosted its Annual American Girl Doll Day January 10th. Participation included 129 young ladies with countless dolls as companions.

The Senior Center will host its Annual Senior Dance February 2nd, from 1-3pm.

Registration is open already for spring youth soccer and adult spring softball.

Youth Enrichment The Rodarte Boxing program went to regional competition in Pasadena, CA for the Silver Gloves State Championship. Both Zach Flores and Angel Arredondo competed on January 10th and 11th. Unfortunately, both Zach and Angel were defeated but we applaud their efforts and representation of Greeley!

The Summit (After School programming) started back on Friday, January 16th at the Rodarte Center. Billie Martinez, Heath Middle and Franklin Middle schools will be transported to the Rodarte Center courtesy of School District 6 and a 21st CCLC grant.

Human Resources:

Human Resources Director Sharon McCabe:

Recruitment & Selection In partnership with hiring managers, staff assisted in the selection and hiring

processes for 11 employees who began employment or received promotions in November.

Public Works:

Public Works Director Joel Hemesath:

WORK PROGRAM ITEM #23 8TH AVENUE ENTRYWAY CORRIDOR IMPROVEMENTS 1300 BLOCK AND 13TH STREET INTERSECTION

We are currently negotiating the design scope of services with BHA consultants to contract for the design of this next phase of improvements. Design will be done from 14th Street to 10th Street, with construction drawing bid package from 14th Street through the 13th Street intersection. These improvements will be consistent with what has been done in the previous phases from 16th Street to 14th Street.

WORK PROGRAM ITEM #24 10TH STREET ACCESS AND STREETScape IMPROVEMENTS 23RD AVENUE TO 25TH AVENUE

We have received Statement of Qualifications (SOQ)'s from two consultants for this design project that includes the remainder of the improvements between 23rd Avenue and 35th Avenue not done as a part of the 2014 work. The design will also evaluate ROW needs and prepare CDOT format Right of Way acquisition plans as that is the next phase to acquire ROW from 51 parcels over the next few years. We have scheduled interviews with the two design consultants for January 28th.

WORK PROGRAM ITEM #25 SUNRISE ENTRYWAY FEATURE/PARKING LOT

Project has been modified and redesigned slightly in hopes of getting more favorable bids, and is scheduled for advertisement for construction by the end of January.

WORK PROGRAM ITEM #26 8TH AVENUE/22ND STREET ENTRYWAY

Project design is complete and scheduled for advertisement for construction by the end of January.

WORK PROGRAM ITEM #27 27TH AVENUE STORM DRAIN IMPROVEMENTS

Final design for Phase I Improvements from 16th Street to 17th Street Road is underway for this multiyear project. Phase 1 design is scheduled to be completed by the end of February 2015. Construction will be bid sometime in March/April. Construction is scheduled to begin in May and be done in the fall.

WORK PROGRAM ITEM #28 DOWNTOWN STORMWATER MASTER PLAN

The Request for Proposals was published on January 19th and a pre-proposal meeting will be held on 2/5 to answer questions from prospective consultants. Proposals are due no later than February 19th.

Bridge Maintenance Program We are using our FASTER safety funds allocated to bridge maintenance to complete small maintenance projects for our bridges, as well as designing a new bridge structure for the State Farm Lateral crossing at 4th Avenue and 31st Street, which will be constructed in late 2015.

East 20th Street Improvement Project Rebuilding and widening of East 20th Street from 1st Avenue to Balsam Avenue is complete. Contractor is presently working on final clean up items such as fine grading behind sidewalk in several areas, seeding and straw mulch, and wood mulch behind sidewalk.

Crack Seal Program Crack sealing work is beginning for the year when roads are not wet with moisture from snow or snow melt. The Streets Division has a goal of 500,000 lbs of crack fill material to put down. In 2014 486,000 lbs were put down helping protect our streets from accelerated deterioration.

Road Maintenance Preparing to bid road maintenance programs for the 2015 year. Staff is working with utility companies to have them begin any work they need to do on their utilities ahead of road maintenance work.

Water & Sewer:

Water & Sewer Director Burt Knight:

WORK PROGRAM ITEM #18 BELLVUE PIPELINE CONSTRUCTION

Pipe installation is scheduled to begin during late January. The City has possession of all of the permanent easements needed to complete the first phase of construction.

Water Treatment Projects The replacement of the underground chemical feed lines at the Bellvue Water Treatment Plant (WTP) has been bid. An appropriation for addition funding is being prepared in order to complete the project. Replacement of all of the feed lines is recommended to ensure long-term continuous operation of this facility. Construction activity will occur during the spring of 2015.

Four bids were received for constructing the C/BT Hansen Canal Parallel Pipeline to the Bellvue WTP. The successful low bidder, Hammerlund Construction, will initiate construction of this pipeline beginning in February. They anticipate completing the project by the end of March 2015.

Requests for proposals (RFP's) are being solicited from engineering consultants to prepare a "needs assessment report" for the two water treatment plants, Boyd Lake and Bellvue. The proposals are due during late January. The assessment report will evaluate the condition of the unit processes of both plants helping to prioritize future capital projects.

Wastewater Treatment The new dewatering centrifuge, sludge cake pump, and polymer equipment have been placed in dewatering building with conduit runs and wiring continuing to be installed. Three deductive change orders to date have totaled -\$110,307. Rebar installation and wall placements for the new centrate storage and treatment building continue. The City's reimbursement amount invoiced to the state and received by the City on the nutrient grant has totaled \$1,080,000 or 100% of the grant. The construction project is on schedule with an anticipated completion date of mid-August 2015.