



City Center South  
City of Greeley, Colorado

# WORK PROGRAM AND DEPARTMENT UPDATES - 2019

## 2ND QUARTER

*A report of City Council's priorities and objectives and the City Manager's list of projects and programs to implement in 2019 to advance Council's goals.*

# 2019 WORK PROGRAM

## Citywide Initiatives

*Like Department Activities, Citywide Initiatives are projects that address City Council Priorities and Objectives. However, they require coordinated efforts between multiple departments to complete. They normally have a larger scope of impact to the organization and community. As with Activities, a Citywide Initiative may ultimately become a normal Department Operation in the future. Progress reports are provided regularly through monthly Department Updates, at Council Work Sessions or through the City Manager's Snap Shot emails.*

### 1. BROADBAND SERVICE – BRIAN SULLIVAN, INTERIM INFORMATION TECHNOLOGY DIRECTOR

Purpose: In 2017, the staff prepared a SB152 ballot measure for the citizens to determine if they wanted the City to review options for the provision of broadband services by the City, by a private entity or perhaps a public/private venture. This could lead to a regional service model as well. The citizens approved the measure. We are partnering with the Town of Windsor in a study of these options.

#### 2nd Quarter Update:

Q2 2019 saw continued progress on a number of fronts as it relates to municipal broadband and building infrastructure to support our community's data future. The Fiber Conduit Colocation Ordinance (FCCO) is now in effect and we have collaborated with our first telecommunication partner to put in new city conduit along 20<sup>th</sup> St, near UNC. We have also had interest from other agencies about leasing options for the city's fiber and conduit. We are working on designing that program, how that will be managed, and where the revenue goes within our process. We have hired Vantage Point Services, Lori Sherwood as Project Manager for the Broadband Initiative and she is actively working on better defining the City's scope and goals for the initiative. Uptown Services has completed their community focus groups and anchor institution in-depth interviews and will provide that data to the Citizen Committee at the end of July. The Citizen Committee formed last April has gathered a couple of times to review and start integrating all the data available about municipal broadband. There are continued positive discussions with a couple of outside vendors about Public Private Partnerships (P3), as a potential model for Greeley. Finally, we have been in communication with other municipalities to explore regional opportunities to collaborate.

### 2. WATER EFFICIENCY TACTICAL TEAM (WETT) – SEAN CHAMBERS, WATER & SEWER DIRECTOR

Purpose: There is arguably no more crucial infrastructure issue the community is facing other than our future water supply needs. It is critical we develop strategies that allow us to be efficient with this scarce resource. There are numerous strategies being undertaken to address this need including: (a) participation in the construction of the Chimney Hollow Reservoir project; (b) the permitting and ultimate construction of an expanded Milton Seaman Reservoir; (c) continuation of purchase of an additional 10,000 acre feet of water supplies and exploration of Alternative Transfer Methods (ATMs); (d) implementation of demand management strategies such as: building plumbing retrofitting, parks and open space irrigation efficiency improvements, residential landscaping pilot projects, the development of enhanced non-potable irrigation systems and the development of policies that further incentivize water conservation.

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## 2nd Quarter Update:

- A) Greeley Water staff and consultants continue to work with the US Army Corps of Engineers (USACE) in preparing a draft environmental impact statement (draft EIS) for the expansion of the Milton Seaman Reservoir. With costs of building reservoirs drastically escalating across the region, in late 2018 Greeley's Water & Sewer Board directed staff to take a hard look at the affordability of the alternatives and consider ways to reduce project costs. Staff and consultants are currently refining alternatives and evaluating various means to meet future water needs. The focus of these efforts is developing alternatives that are economically sustainability and cause minimal environmental impacts. Certain draft EIS studies have paused until the alternative screening process is completed. Alternative refinement is anticipated to be completed in the fall/winter of 2019.
- B) W&S staff continue to prioritize water acquisition efforts. The water market continues to see increasing competition and price escalation. As a result, the W&S Department has undertaken a proactive approach to water acquisition and supply development. In particular, staff is currently working with multiple organizations, consultants, and brokers to establish alternative water right transfer opportunities that aid Greeley's supply development but maintain water on irrigated agriculture. These efforts recognize the fundamental agricultural foundation of the Greeley and Weld County economy, and our interest in growing supplies that serve a growing and diversified municipal economy without detrimental impacts to the agricultural sector. Staff is also pursuing acquisition of gravel pit storage reservoirs to serve non-potable needs.
- C) Staff continues its proactive development of non-potable water supplies and facilities to serve outdoor irrigation demands in the community. A master plan of non-potable service opportunities will be completed within the next year. Concurrently, staff is 1) developing revised raw water dedication policies to facilitate greater non-potable adoption, 2) working with existing large water user customers to evaluate conversion to non-potable supplies, and 3) participating in several pilot projects to serve non-potable water on new residential development.
- D) Staff continues to coordinate with Parks Dept. staff on water efficiency pilot projects that save water and provide data and learning experience that can be leverage across the system. A focus project of 2019 is the lining of a segment of the Boomerang Lateral from the Greeley-Loveland Canal to prevent significant seepage water loss, and a similar improvement is being investigated for the reservoir road lateral that serves Cottonwood, Glenmere and portions of UNC. In addition, W&S and Parks staff are coordinating to line and improve water storage ponds in 2020 at the Highland Hills Golf Course that will improve water use efficiency.

## 3. ENTERPRISE RESOURCE SYSTEM – RENEE WHEELER, FINANCE DIRECTOR

Purpose: The City's current financial System, aka Enterprise Resource System (ERP), was purchased in 1993. While we have functionality in the basics, it no longer integrates with human resource systems, budget systems, banking systems, and now need to develop separate ways to integrate with the new TRAKiT, Community Development system as well as Human Resources applications. ERP systems have exceptional risks due to integration issues and are very expensive to replace. In third quarter 2017, the Finance Department

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began to analyze and review ERP systems for replacement in 2018. Replacement is a significant work program and will involve many people throughout the organization.

## 2nd Quarter Update:

The contract was signed and the city is moving forward with Oracle Cloud and Sierra-Cedar, Inc as our implementation partner. Several changes in the project team have taken place in order to better leverage city resources to support this effort. The project team now led by the IT Business Systems Division. Steering committee members have been identified and put in place (Finance Director, HR Director, IT Director, Fire Chief, Public Works Director, W&S Director). The project sponsor is Assistant City Manager Paul Fetherston. Additional project oversight was also added to the project in the form of an outside consultant. An initial kick-off was completed with project steering committee members, project team, and subject area leads. Workshops are underway with Sierra, Finance, and HR teams in order to discuss matching their identified requirements to the Oracle software. Official branding and change management activities are planned and soon to be released to city employees (week of 7/15). The project is currently on track for completion in Q2 of 2020.

## 4. EMERGENCY OPERATIONS PLAN/INCIDENT SUPPORT TEAM UPDATE – DALE LYMAN, FIRE CHIEF

Purpose: The City Office of Emergency Management will continue developing and training on the Incident Support Team concept in order to maintain an optimum level of preparedness for emergency incidents of significance. This will include updating the City Emergency Operations plan document to reflect the concept and hiring a full time emergency manager. Additionally, the Incident Support Team will meet with each department head to identify needs and update each departments' Continuity of Operations Plan.

## 2nd Quarter Update:

Emergency Operations Plan (EOP) following section updates completed: C & E, Access & Functional Needs, Police, CPR, Finance, Agriculture/Animals, and EMS. The Emergency Manager assisted with updating our Crisis Communication Plan, Disaster Shelter Plan, and a draft of the Cyber Security Incident Response Plan. Director meetings were completed with the Police Chief, CPR Director, and Finance Director. The EM met with the new Greeley-Weld County Airport Director, and he and his staff will be working with the IST. The IST participated in two disaster exercises: Weld County's Black Sky Tornado / Communication Drill and the Larimer County UNITE Mass Casualty Exercise.

## 5. 2020 CENSUS – BECKY SAFARIK, ASSISTANT CITY MANAGER

Purpose: Every decade since 1790, the U.S. Census Bureau had conducted a constitutionally mandated census to determine the number of people living in United States and its territories. The information gathered is used to help make decisions on behalf of all residents, including political reapportionment and redistricting. With Colorado's growth, an accurate count could add another seat in the House of Representatives. Census data also affects how federal funds are distributed; it is estimated that the annual per capita impact is \$1,480 to Colorado residents; to miss counting just 100 people translates to a potential loss of \$1.48M over a 10-year period. The

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demographics collected in the Census Count includes such information as community profile and population characteristics, housing quality/costs, retail sales, consumer expenditures, export statistics, business research and development and economic indicators, and yearly population estimates; all important elements to support local governance, growth and development. This work program item focuses on establishing a local Complete Count Committee to coordinate with the State and other communities and to develop a strategy to encourage full participation of Greeley area residents in the 2020 Census count, which occurs on April 1, 2020.

### 2nd Quarter Update:

The “Complete Count Committee” continued to meet monthly to develop community messaging and promotion to help educate the public and foster participation in the April 1, 2020 Census. The Committee’s “elevator speech”, local logo, and related materials were shared with area communities of interest as well as other Weld County municipalities. A calendar of community events where distribution of Census materials may be possible was created and continues to evolve. Census workers for the region have begun to attend the Greeley-based Complete Count Committee each month, noting Greeley is well ahead of most other Colorado communities in this effort. A One Year Out to the Count media event was held on April 30<sup>th</sup> with over 30 government, community organizations, and leaders joining to emphasize the importance of the Census. State funding will be available for application in July; current Committee work will organize around developing an application for some of this funding.

## 6. POUDRE RIVER WETLAND MITIGATION BANK– ANDY MCROBERTS, CULTURE, PARKS AND RECREATION DIRECTOR

Purpose: Wetland mitigation banking is the restoration, creation or enhancement of wetlands for the purpose of compensating for unavoidable impacts to wetlands at another location. Wetland mitigation banking is commonly used to compensate for wetland impacts from development, but is also used for impacts from agriculture. The newly created Natural Resources Division and Superintendent, within the Culture, Parks and Recreation Department, will research and develop criteria and the formulation of a plan to create a Wetland Mitigation Bank on natural areas the City owns along the Cache la Poudre river corridor. Former wetlands restored to their original condition provide the best chance for success in generating wetland functions and values. Next best is wetland enhancement, and lastly, wetland creation on land without a prior history of wetland conditions. Long-term success and stability are important considerations, since the bank sponsor (the City) will be required to provide long-term site maintenance to ensure it continues to function as designed.

### 2nd Quarter Update:

Natural Areas & Trails staff have continued planning for a wetland mitigation bank RFP in collaboration with the Water & Sewer Department and potential consultants. While two properties were initially identified along 59<sup>th</sup> Ave just south of the Poudre River as ideal locations for a bank, Water & Sewer’s RFP for and selection of a consultant to design the master plan for the non-potable water storage at the Poudre Ponds Natural Area site has added a potential third location to be considered. Other properties generally being considered include Boomerang Links Golf Course, East Greeley “Fishing Pond”, and Poudre Learning Center North.

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### 7. CITY CENTER NORTH/CITY HALL IMPROVEMENTS– JOEL HEMESATH, PUBLIC WORKS DIRECTOR

Purpose: With the completion of the City Center South building in 2018, attention is now being shifted to other City administrative office space needs. Work in 2019 will include the remodel of the basement of City Hall to support the new Communications Department. A new elevator will be built, replacing the outdated original City Hall elevator, as well as security improvements on the 1<sup>st</sup> and 2<sup>nd</sup> floor to limit the ability of the general public to freely navigate the building. Additionally, the 1<sup>st</sup> floor of City Center North (formerly City Hall Annex & Focus building) will be remodeled to combine functions that support development activities to create a one stop customer counter on the 1<sup>st</sup> floor. The additional space created with the remodel of the City Center North 1<sup>st</sup> floor will allow for other departmental moves including the new Economic Health and Housing Department. With the completion of the 1<sup>st</sup> floor, they will be moved from City Hall to the 4<sup>th</sup> floor of City Center North building to provide the space needed for that new department.

#### 2nd Quarter Update:

With the selection of the contractor/design team complete, Facilities staff has been working closely with both the contractor/design team and affected departments to finalize the final floor plan. The Communications Department will move to space in the Ice Haus during construction starting July 15 and construction is on track to start in July with abatement work in the City Hall basement with work being complete in Q1 of 2020.

### 8. PROPEL– SHARON MCCABE, HUMAN RESOURCES DIRECTOR

Purpose: PROpel is a City initiative to attract talented workers, incubate change leaders, and cultivate a dynamic workplace and workforce that complements our mission to create a healthy, inclusive, city of excellence. PROpel efforts began in 2018 and will continue through 2019 as we develop a comprehensive, systematic, sustainable and measurable workforce optimization process. The goal is to identify required human capital resources and development strategies to align the City of Greeley with having the right workforce in place with the right skills and at the right cost to meet staffing challenges and to execute the City's short- and long-term business strategies. Ultimately, the workforce plan will identify skill and progression paths and identify a recommended leadership/management curriculum for our employees.

#### 2nd Quarter Update:

A series of workshops with the City Manager, Assistant City Manager, HR Director and Team Tipton were conducted for the purpose of recalibrating the PROpel initiative to better define how it fits in with our cultural efforts. The City Manager shared his vision and 'MUST HAVES' to enhance employee understanding of where we are and where we are going as an organization. It was emphasized that PROpel is just one of many actions guiding us down an intentional path to define a culture of operational excellence. Following the meetings, the City Manager requested that by July 19 each department director schedule meetings with all employees in their respective departments to share the message with those who did not attend the workshops. PROpel training will resume on July 24 and 25 with a focus on developing skill of both supervisors and employees in areas such as tying the City's core values to performance, creating meaningful goals, and managing job performance to the requirements of position descriptions.



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## DEPARTMENT ACTIVITIES

*These include new projects, with a defined beginning and end, meant primarily to address Council Priorities and Objectives. However, they may include efforts necessary to upgrade Department Operations as well. Department Activities are primarily a work effort impacting only one Department but may require some assistance from other departments. They may entail work to establish a new function that ultimately becomes a Department Operation. Department Activities. Progress reports are provided regularly through monthly Department Updates, at Council Work Sessions or through the City Manager's Snap Shot emails.*

### CITY CLERK'S OFFICE – BETSY HOLDER, CITY CLERK

#### 1. Municipal Code Recodification

Purpose: In 2017, a 3-year project for a "recodification" of the Code of Ordinance was initiated. Such a program is suggested about every 15 years, and the City's last recodification was completed in 1994. A recodification is a comprehensive legal, content and format review of the City's law book to check for any conflicts with federal and state laws, conflicts between chapters, and to ensure it is a current and relevant set of laws for the City of Greeley. Although annual changes are made to help keep the Code as current as possible, a comprehensive approach is needed periodically. This is a three-year project that will be completed with a combination of City staff, a professional codifier, and possibly contract legal counsel.

#### 2nd Quarter Update:

Work in the second quarter included meeting with each department head along with a staff member of the City Attorney's Office to review the Code chapters for which each department head was the primary content owner. Each department will review their Code content, make note of needed changes and forecast when the proposed changes could be ready for the City Manager's and Council's consideration. A master list of prospective changes will be created for the City Manager to review with City Council for prioritization and direction plus any additions.

The information from department heads also assists with staff responses to the 150+ changes recommended by the City's Code publisher, MuniCode. City staff will be deciding whether to concur, offer alternatives, or reject these recommendations.

Outreach to various City department staff continues with the purpose of assisting with future plans for departmental records management and how the new CRC may serve their needs.

#### 2. City Center South Central Records Operation

Purpose: This activity involves the transition and maintenance of physical records from multiple City departments to a new, centralized location in order to minimize office space needed to store and preserve these information assets. Space for a new Central Records Center (CRC) was included in the new City Center South building. In the first half of 2019, high-density, powered shelving units will be installed, City department records, and records from the existing Central Records Center will be moved to the new CRC. Inventory of all

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records will begin, utilizing a replacement inventory software. This move will be a major step towards centralizing some of the City's records management functions. Management of the CRC will become an operational item after 2019 and staff will continue to work with Department staff who are redesigning select processes to convert from paper to an electronic format.

## 2nd Quarter Update:

The high-density, powered shelving units were installed in February/March. The physical move began in January with the packing, labeling and temporary relocation of records from City Departments housed in the City Center North building, which is slated for remodeling. When the shelving units were installed, these records were transferred to the new Central Records Center, then other records were moved from the records center at City Hall and the History Museum. The move was completed June 14<sup>th</sup> with an estimated 2,000 boxes and 50,000 files, books and binders. An Open House was held June 25<sup>th</sup> to showcase the new Central Records Center and acknowledge the many individuals who made the CRC possible. Also, the City acknowledge the generous \$50,000 grant from the Division of Local Government.

A new records inventory software product was purchased in June and a data conversion from the current software is being scheduled. New business processes are being implemented to serve our CRC customers and a new staff member, whose primary functions relate to records management, began July 11<sup>th</sup> and he has an office at the CRC.

## CITY MANAGER'S OFFICE – BECKY SAFARIK, ASSISTANT CITY MANAGER

### 3. 16<sup>th</sup> Street Corridor Improvement Strategy

Purpose: 16<sup>th</sup> Street is essential link between the UNC campus and the 8<sup>th</sup> Avenue Entryway Corridor to Downtown. The DDA, UNC, and Banner Health have committed funds to craft a vision for this corridor, including meetings and outreach with area businesses and residents, that is consistent with and will compliment what has already been completed on 8<sup>th</sup> Avenue.

## 2nd Quarter Update:

Work on the development of a vision for the 16<sup>th</sup> Street Corridor continued to develop in the 2<sup>nd</sup> Quarter, with special attention from technical staff at the City and UNC on specific elements of the Plan. In late May, UNC Student leaders were invited to react to the draft concepts as part of a City-sponsored tour of the area, and a community open house was also conducted at an area coffee house. Attendance was very good from area businesses, landowners, and neighbors and reactions were favorable to the proposed corridor plan. The concepts were also presented to community members participating in a G.Town Tour of the area, also with positive feedback.

Next efforts will include refinement of the drawings, estimating the cost for development of the upgrades, and considering a schedule, all of which is contemplated for presentation at a City Council work session in late summer.



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## COMMUNICATION AND ENGAGEMENT DEPARTMENT – KELLI JOHNSON, COMMUNICATION & ENGAGEMENT DIRECTOR

### 4. Establishing a Communication and Engagement Department

Purpose: As Greeley has grown in size and service delivery, so have the number of ways its constituents look for information from local government. For the City to meet both its internal and external communication objectives, it is increasingly important to have a responsive, coordinated and progressive means to reach its leadership, constituents, visitors, and media. In 2018, the City took initial steps to gather its communications and marketing staff into a single department, and created and recruited a new executive team member to lead that new consolidated Communication Services Department who will join the team mid-February. The 2019 work program will involve a final consolidation of the blended team into a common workspace, developing workflow standards to better direct and accommodate City departmental requests for communication services and support, to establish a more consistent City brand profile to internal and external customers, and to lead the evolution of the City's Image Strategy.

#### 2nd Quarter Update:

The newly formed C&E team is in a season of change and transition. Recently, the majority of the department was relocated to the former GTV 8 studio inside the Ice Haus while the permanent C&E home on the lower level of City Hall is remodeled. The move is yet again another monumental change for the newly formed team. The vacated space inside the recreation center will provide needed space for Recreation staff to co-locate some of their personnel. The C&E team is working hard to synthesize roles and responsibilities. The move will offer the first opportunity for various functions to be co-located and easily accessible to one another for support, questions, and collaboration. The department is also working to identify the desired service level needs and expectations across the city. Multiple vacancies are fostering an environment advantageous to change. The vision for a new structure will ideally reposition the department to systematically address the critical internal communication needs for the City and the multiple areas of external communication including marketing, brand management, emergency/crisis communication, and project management communication.

### 5. Reframe the City's Image Strategy (aka Greeley Unexpected)

Purpose: In order to maintain momentum from the Greeley Unexpected campaign, a comprehensive review of survey feedback from residents and other communities, as well as new community input will generate a specific multi-year strategy to focus the "next generation" work on a broader and evolved community image initiative.

#### 2nd Quarter Update:

Working with our partnership team, the image campaign continues to take a new shape. The pivot campaign to Greeley Unexpected will uniquely shift the Greeley brand by combining a gorilla campaign with a traditional PR campaign. The new approach will focus on the personalization and experiential aspects of living, learning, working, and playing in Greeley. Our strategic partners have helped create a multi-year campaign with the ability to highlight unique experiences and stories of Greeley. The new campaign provides opportunities for community engagement, which will increase the reach of the Greeley brand and image. A

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critical aspect of the campaign is ensuring we continue to perpetuate the recognition of Greeley as a major metropolitan City.

### COMMUNITY DEVELOPMENT DEPARTMENT – BRAD MUELLER, COMMUNITY DEVELOPMENT DIRECTOR

#### 6. Energy Master Plan

Purpose: Xcel has selected Greeley to participate in its Partners in Energy Program, which is a master energy planning process covering all energy utility services. Like other city master plans, the resulting Energy Plan is envisioned to be a sub-element of the City's Comprehensive Plan. The Partners Program is a two-step effort, starting with a six- to eight-month planning process and adoption of the plan, followed by an additional 18 months of Xcel support for implementation, which could include completing infrastructure commitments, providing rebate programs, etc.

#### 2nd Quarter Update:

The draft Plan document has been substantively completed, as Xcel Energy and the City of Greeley are continuing to collaborate in the planning process for Partners in Energy. Large industrial users, School District 6, UNC, Aims, various city department, and other energy providers will benefit from this Energy Action Plan. Planned for next quarter are worksessions with policy-makers, as well as the beginning stages of implementation. One outcome of the creation of a Plan already was to submit for a grant that would support microgrid battery power support at the water and wastewater treatment plants, with the potential benefit of added reliability and cost-savings.

### CULTURE, PARKS AND RECREATION DEPARTMENT – ANDY MCROBERTS, CULTURE, PARKS AND RECREATION DIRECTOR

#### 7. Colorado Health Grant

Purpose: The Colorado Health Foundation awarded the City of Greeley a three-year \$1.1 million grant in 2018 in order to address access to Healthy Places within the East Memorial neighborhood (generally bounded by 1<sup>st</sup> and Cherry Avenues and 18<sup>th</sup> and 26<sup>th</sup> Streets). 2019 will mark the first year of the grant and will include the hiring of a Healthy Neighborhoods Coordinator, the hiring of a consultant team to work on specific design for park improvements at four sites, and other possible improvements identified by the neighborhood. A large effort will be to include stakeholder input from residents and the neighborhood and to activate resources within the area. Kaiser-Permanente will also participate as a partner in generating and monitoring performance measures to expectations and outcomes. Matching funds for improvements are budgeted with the Quality of Life sales tax fund.

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### 2nd Quarter Update:

Staff completed community feedback gathering sessions in May. Several hundred input cards and written suggestions have been gathered to steer the design team's plans. From those feedback meetings the design consultant has created concept drawings for each of the four sites in the east Greeley neighborhood (Delta Park, Balsam Park, East Memorial Park and undeveloped property east of Discovery Bay). The final public meeting was July 13 and included a "block party" with a neighborhood celebration and preferred plan reveals. At that event the team unveiled the design concept for each site that best meets the needs identified by the community and staff input. The team has worked with the designer to narrow down these concepts utilizing all the surveys done in the neighborhood, the community input sessions, and the 2016 Parks, Trails and Open Lands Master Plan. Citizens were able to ask questions about the final concepts and talk about other concerns they have for the neighborhood in general. City staff will now work with the consultant on budget and scope for each park improvement project, and prioritize options. We are now 6 months into a 3 year grant.

Natural Areas and Trails staff have also been part of the team working on this project, with particular focus on innovative "gateway nature" features that provide entry-level connection to nature for populations that may not have historically had access to open spaces and natural areas.

## ECONOMIC HEALTH AND HOUSING DEPARTMENT – BENJAMIN SNOW, ECONOMIC HEALTH & HOUSING DIRECTOR

### 8. Economic Health and Housing Department Establishment

Purpose: In 2019, the Economic Development Department and the Greeley Urban Renewal Authority (GURA) will merge to create the Economic Health and Housing Department

### 2nd Quarter Update:

- A. The unifying of Urban Renewal and Economic Development into the Economic Health and Housing Department (EHH) is going well at the year's mid-point. The combined staff is getting to know each other better, learning from each other and exploring ways to leverage the tools and strengths found in each division.
- B. We hired Phil McCready as Economic Development Manager, which allows our department to have manager level talent and experience within both divisions.
- C. We have posted the Economic Development Coordinator position, which we expect to be filled during the 3<sup>rd</sup> quarter. This will bring the total employment within the Department to six.
- D. We commenced work on creating a strategic plan for EHH, which is an update to our 2009 Economic Development Strategic Plan that will include new elements of housing and urban renewal. We will also be incorporating key updates to our work plan that were included in the Economic Development chapter of the city's most recent Comprehensive Plan (Imagine Greeley).

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## FINANCE – RENEE WHEELER, FINANCE DIRECTOR

### 9. Utility Billing System Replacement

Purpose: The Utility Billing system is a major computer application that supports business operations. In 2021, the current system will no longer be supported. As such, the Finance Department will begin a multi-year review of options to replace the system.

#### 2nd Quarter Update:

The Request for Proposal (RFP) for a Customer Information System (CIS) Consultant closed on April 16, 2019, with the City receiving seven (7) proposals. The Evaluation Team invited four (4) firms to interview on-site in late May. Following interviews, the highest ranked vendor was selected to enter into negotiations. A contract will be finalized in early July. This vendor will assist the City with analyzing current business processes, complete a market analysis to help the City budget for a total cost of ownership of a new system, and draft an RFP for a new CIS/Utility Billing System. The team continues to target first quarter 2020 for posting an RFP for software replacement and June 2021 for implementation completion.

## FIRE DEPARTMENT – DALE LYMAN, FIRE CHIEF

### 10. Fire Department Accreditation

Purpose: This is the 2<sup>nd</sup> year of a 2 year work program item, which will provide for a wholesale review and accreditation of the Fire Department.

#### 2nd Quarter Update:

Strategic plan draft document was reviewed for accuracy and returned to consultants for publication.

### 11. Emergency Medical Services Transport Report

Purpose: The Joint Taskforce, comprised of members of GFD Administration and Firefighters Local 888, will present an analysis of emergency medical services delivery model options to be considered for future service delivery.

#### 2nd Quarter Update:

Following a review of proposals from third party consulting entities, Emergency Services Consulting International was selected and contracted to complete an overall analysis of emergency medical services in the City of Greeley. Staff has been tasked with providing community and medical response data for the consulting group to utilize. A final report is scheduled for December 2019.

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### 12. Station 6 Staffing

Purpose: As part of the voter approved .16% public safety tax renewal, the fire department will initiate the hiring and training of 15 firefighters over 2019 and the first half of 2020 to facilitate the opening of Fire Station #6.

#### 2nd Quarter Update:

Three of the fifteen additional firefighters required for opening fire station #6 have been hired and have completed the Fire Academy and are receiving field training. Seven more will be hired for the fall 2019 academy, which will be starting in August.

## INFORMATION TECHNOLOGY DEPARTMENT – BRIAN SULLIVAN, INTERIM INFORMATION TECHNOLOGY DIRECTOR

### 13. Cybersecurity Program

Purpose: Hacking threats is a significant concern. Over the past several years, IT implemented a training program that, among other things, requires an annual test for every employee accessing the internet. In order to address the increased threats in today's internet world, it is becoming apparent that an even more comprehensive program is necessary to manage all systems for security. Our Security Analyst will work with employees and vendors to develop and audit security policies, standards and procedures to ensure confidentiality, integrity, and availability of the City's technology resources as well as compliance with regulatory requirements.

#### 2nd Quarter Update:

In 2019 the targeted ransomware attacks have increased significantly on governmental agencies. Due to this, we have presented our short term, mid-term and long-term steps to increase Greeley's security posture to the Executive Team this quarter. The City Council approved supplemental funds for 2019 for a number of cyber security items and we are in the process of purchasing the hardware and software from that list for implementation in Q3 and Q4. We view the current state of the City's security vulnerability level has 'high' based on an industry analysis. After we implement the items identified, we will be able to decrease that level to 'medium'. This includes data encryption, heightened PC protection, 24/7 365 network monitoring by a third party, and increased network segmentation. We are also implementing a number of policy changes, training enhancements and process improvements for our city staff. It is our goal to be able to take the same assessment in 2020 and see our estimated security risk level be at or near a 'low' level. There will be a heightened training program for phishing and financial diversions as both these methods of attack have increased within Greeley. The program has also continued the process of a cyber-risk assessment throughout all departments in the City. The cyber risk assessment is a 5-part process of the Cyber Security Framework (CSF), which includes Identify, Protect, Detect, Respond, and Recover. Work is continuing with the development of a City wide Data Security Policy that will be in concert with H.B.18-1128, CORA and CSF.

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## 14. Smart City Strategy

Purpose: Technology has penetrated virtually every aspect of how the City conducts its business. This includes technology that runs the City's internal operations, technology that improves how citizens receive services from the City, and technologies that control and automate assets such as traffic signals, water meters, parking, and the delivery of public safety. Moreover, data collected by these systems, if properly managed, can optimize city operations and promote transparency in government. Creating a cohesive, intentional Smart City strategy is necessary to the effective stewardship of these City's technology investments.

### 2nd Quarter Update:

In Q2 the Technology Collaboration Team (TCT) created a sub-committee continues to work on a more defined road map for Smart City initiatives. To provide support for the ERP project, the timeline for high-level executive summary and defined goals for smart city applications is now scheduled for Q4. These goals will drive specific strategies and projects associated with the Smart City initiative and target specific lines of funding. In Q2 the automated reading of the Water Departments top 400 utility accounts is now live. Over 150 accounts are in the automated system, with more added each week.

## POLICE DEPARTMENT – MARK JONES, POLICE CHIEF

## 15. Body Worn Cameras

Purpose: For 2019, funding was approved to allow the Greeley Police Department to purchase Body Worn Cameras and begin the implementation of this department wide program. During 2019, the Department will be tasked with purchasing and issuing the equipment, training personnel, and establishing usage and evidence policy for this project.

### 2nd Quarter Update:

The Greeley Police Department's Body Worn Camera Program has now been fully functional since March 1<sup>st</sup> of 2019. During the last four months, the department has been closely monitoring our policies and procedures as they relate to this new program. We are continuing to learn and are working to improve our processes with the BWC program. This applies to internal and external partners such as the Weld County District Attorney and Greeley City Attorney offices. The department has always reviewed complaints and response to resistance incidents by our officers and we now have the ability to view these incidents, which assist us in our findings. We have found this to be extremely beneficial in helping with quality control and training needs. As of July, we have uploaded 37,956 videos, which averages 200 per day since we started this program.

## 16. Department Staffing Analysis

Purpose: During 2018 the command staff at the Greeley Police Department received training in "Police Resource Analysis, Deployment, & Scheduling" During 2019 this training information will be used to take an in depth



# 2019 WORK PROGRAM

look at 2018 call statistics and officer work load by shift and work unit. The results of this analysis will be used to help us formulate our staffing needs for the next budget cycle as well as future growth needs.

## 2nd Quarter Update:

The initial Police Resource Analysis was completed in April of this year. This first analysis used GPD statistics from 2018. The staff has presented the findings to the City Manager and Assistant City Manager Paul Fetherston. The results were analyzed and used to help GPD staff decide on our 2020 FTE requests. This analysis will be an ongoing work product that will be updated each year as new statistics become available. In the near future, this analysis will be used to assist us in evaluating our future staffing needs beyond 2020.

## PUBLIC WORKS DEPARTMENT – JOEL HEMESATH, PUBLIC WORKS DIRECTOR

### 17. 10<sup>th</sup> Street Access Control and Streetscape Improvements

Purpose: This multiyear program began in 2012. To date pieces of the project have been completed from 23<sup>rd</sup> to 30<sup>th</sup> Avenues. The balance of the project has now been designed between 23<sup>rd</sup> and 35<sup>th</sup> Avenue. In 2018, staff secured the necessary right of way to complete the project. Final construction will begin in the spring of 2019 and be completed by late fall.

## 2nd Quarter Update:

Construction begun on May 6, 2019 but has now been suspended while the engineering consultant fixes design issues that have impacted the contractor's work. It is projected that this has caused a 2 month delay in the construction schedule which will result in the completion of the project delayed to 2020. Public Works is working with the City Attorney's office for recovery of any additional costs due to this delay.

### 18. Station 6 Construction and Station 2 Rebuild

Purpose: As a part of the voter approved continued funding for public safety, Fire Station 6 will be designed and construction initiated in the Promontory Subdivision in 2019. This station will help meet the increasing demands of Fire Department to service needs in the west portions of the City. Station 6 will begin construction in the fall of 2019 and be completed in the summer of 2020. Station 2 will also be rebuilt on the western portion of the current site at 23<sup>rd</sup> Avenue and Reservoir Road per the recommendation of the citizens committee and approval of Council in order to address multiple functional problems with the facility.

## 2nd Quarter Update:

Fire Station 2 and 6 design work is progressing and 30% drawing came in the end of June for review. Construction will begin in the fall with completion in July 2020. An update to Council will be coming at a worksession August 27.

## 2019 WORK PROGRAM

### 19. Implement Downtown Parking Plan

Purpose: In an effort to improve downtown parking and move it to the next level without having to spend money on a parking garage, at this time, a new downtown parking plan will be implemented. This plan includes efficiencies gained through license plate recognition technology as well as conveniences of adding time to your parking via an app or by phone. This plan will provide spaces for the different needs and demands for the downtown businesses as well as employees.

#### 2nd Quarter Update:

The parking plan was implemented on April 1 of this year and thus far has been very successful. Feedback from the community and, more specifically, downtown business owners has been generally very positive with only a small amount of pushback from those living downtown. Additionally, the “Pay-To-Stay” option continues to be popular with over 3,000 uses in the first 3 months. As part of the overall parking plan implementation, staff began June 1<sup>st</sup> using the “Barnacle” immobilization device to hold accountable those with unpaid parking tickets older than 60 days. Through June, staff has deployed the device more than 50 times.

### 20. Poudre River Flood Review

Purpose: The State of Colorado’s Poudre Risk Map flood plain study is ongoing and must be monitored for potential adverse impacts to the community. There is potential in 2019 for preliminary maps to come out for public review and comments. Staff will be monitoring and report back on this progress and determine the potential impacts this study might have on Greeley, and determine if any potential comments need to be submitted back to the state.

#### 2nd Quarter Update:

The City received the Poudre Risk Map maps and model in early May and contracted with a consultant to provide a technical review. These technical comments were provided to the State in early June. Stormwater and GIS are now analyzing the maps and model to evaluate the impacts to the Greeley community of the new floodplain, in addition to quantify these effects. We intend on requesting a meeting with the State to discuss our findings and any options available to minimize adverse effects to the community.

# 2019 WORK PROGRAM

## Department Operations

*Regardless of City Council's priorities, there are numerous daily tasks and services that staff must complete to meet the various functions of local government. The Department Operations category also includes random items that come up during the year be it legal issues, legislative issues from other governments or other unforeseen issues. At times these unplanned items become Department Activities or Citywide Initiatives. Clearly, operations consume the majority of staff time available in a given year. In fact, it is estimated that this work program category consumes between 80 to 90 percent of staff time available in any given department. The list below is not exhaustive but provides a picture of those activities that consume a majority of the staff's available time and it provides context when discussing Department Activities and Citywide Initiatives that are more discretionary in nature.*

### CITY CLERK'S OFFICE – BETSY HOLDER, CITY CLERK

#### 2nd Quarter Update:

Elections – The City participated in the Candidates' Academy on April 24<sup>th</sup> along with School District Six and Aims Community College. The purpose of the Academy was to acquaint prospective candidates with the processes involved in running for office. As of July 15<sup>th</sup>, eleven individuals have indicated a formal intent to run for City Council positions. Nomination petitions can be circulated August 6<sup>th</sup> through August 26<sup>th</sup>. The November 5<sup>th</sup> election will be conducted as a mail-ballot and administered by Weld County as part of the Coordinated Election.

Revocable Event Permits – The City Clerk's Office is managing this new process which is designed to be a one-stop effort for individuals/agencies applying for a street closure as part of their special event venue. The Clerk's Office collects the various required documents and information from the applicant, routes it to the departments involved in review, and communicates back to the applicant regarding amendments needed as well as the application status. The benefits of this new business process include a time savings for the applicant and improvements and standardization for the internal review process. About a dozen applications have been reviewed and approved thus far.

Records Management – the first six months of the year included the focused effort to complete the new Central Records Center, the move of the physical records, and equipping the Center with needed resources to serve the records and information needs of the City's department staff who, in turn, are assisting members of the community

# 2019 WORK PROGRAM

CITY MANAGER'S OFFICE – ROY OTTO, CITY MANAGER/ BECKY SAFARIK, ASSISTANT CITY MANAGER/ PAUL FETHERSTON, ASSISTANT CITY MANAGER

## 2nd Quarter Update:

### Update from Roy Otto, City Manager:

We welcomed Paul Fetherston as our new Assistant City Manager of Finance/Administration. Initiated conversations with the City of Thornton regarding a potential regional solution to their water pipeline needs. Held third annual State of City event with the Chamber of Commerce. Participated in a working group to discuss funding strategies for the Colorado Water Plan. Selected a new IT Director, Scott Magerfleisch.

### Update from Becky Safarik, Assistant City Manager:

The Neighborhood Building Blocks Team continues to meet twice monthly to share information and support to enhance services and improvements to neighborhoods, including mediation requests, volunteer services to target areas, planning neighborhood celebrations, updating the Neighborhood Resource Guide, reviewing Neighborhood Improvement Grants, and trouble-shooting issues related to homeless encampments, problem properties, and nuisance behaviors. In the second quarter, the team focused on ways to strengthen response and accountability for chronic nuisance properties, including possible amendments to the Municipal Code.

In the 2<sup>nd</sup> of a 3-year program, the City has hired its second VISTA worker through United Way in order to continue to facilitate and develop a centralized City Volunteer Resource Program.

Staff has commenced its annual G.Town Tours Series and is working with UNC faculty and staff on tours for summer Student Orientation Leaders and Fall Resident Assistants, as well as a new Faculty Tour. In addition to Community Tours, several local organizations have been given tours of the new City Center South building.

Monthly meeting of the Poudre Initiative Team continues, with coordinated discussion between City Departments and community organizations that each have a role in projects or that touch the river. The group includes water resources, storm water, public works, planning, natural areas, community research groups and organizations. In the second quarter, discussion continued on the prioritization of major capital needs related to repair and improvement of the Poudre Trail and associated natural areas and, initial work to develop a concept plan for the use of the Missile Park area as a Trailhead. The Park is owned by Weld County, but proximate to the river and greenway corridor.

Transitional work continues relative to the shift of Urban Renewal functions to the Economic Health and Housing Department; move the Poudre River Trail to the Culture, Parks and Recreation Department; and support the newly established Communications Department.

# 2019 WORK PROGRAM

## COMMUNICATION AND ENGAGEMENT DEPARTMENT—KELLI JOHNSON, COMMUNICATION & ENGAGEMENT DIRECTOR

### 2nd Quarter Update:

Communication and Engagement has engaged in a process to uncover the organizational needs and expectations for the department. Identifying these needs and reconciling those with the existing capacity will create a solid foundation for mutual understating of the roles and responsibilities of the department. The C&E department has begun defining its purpose statement to articulate internally and externally the department's role and value. The culmination of this work is providing a pathway to identify and fill positions that will enhance the communication capabilities within and throughout the City.

The department has been reassessing City-wide brand standards is preparing to re-surface and champion existing standards and new standards that unify the City and maintain brand integrity across platforms and mediums.

A high-level overview of the department is revealing areas of opportunity and staffing/capacity gaps. Strategic communication around internal projects and initiatives and flexibility to assign special projects as needed throughout the city is a particular area of opportunity. In addition, the City's online communication (web and social) are in need of institutional oversight and coordination. This area also lacks the available resource to significantly alter the status quo.

As a new team, the staff has continually risen to the challenge of facing a new normal. While much works remains to stabilize the internal operations and create a high function department, the staff has been extraordinary in working through challenges and barriers.

## COMMUNITY DEVELOPMENT DEPARTMENT – BRAD MUELLER, COMMUNITY DEVELOPMENT DIRECTOR

### 2nd Quarter Update:

#### *New Development & Development Review (Planning & Development Engineering)*

Staff conducted 256 development reviews through the end of the 2<sup>nd</sup> Quarter. New development activity continues to remain at record high rates. Staffing levels had created some turn-around challenges, which were being managed through some outside consulting help, but the department should have full staffing in Planning and Development Engineering by 3<sup>rd</sup> Quarter and has largely dis-continued the supplemental consultant assistance. Planning and Engineering continue the process of training and improved communication with Referral Agencies (i.e., ancillary reviewers of proposed development), which was identified as a key next step in efforts to create continued process improvements towards operational excellence.

#### *Development Coming Out of the Ground / Going Into the Ground*

##### Commercial/Industrial Projects:

- Mountain View Evangelical Free Church (6253 28th Street) - 4,900 sf addition
- Circuit Trucking (306 16th Street) - 8,500 sf maintenance shop and office

## 2019 WORK PROGRAM

- North Range Behavior Health (2350 3<sup>rd</sup> Street Rd) – building addition
- Syntax Spirits Distillery (700 6<sup>th</sup> Street) – Remodel for a distillery use
- Journey Christian Church (4754 31<sup>st</sup> Street) – 5,500 SF expansion
- J & B Machine (370 E .16<sup>th</sup> Street) – New 10,346 sf building
- Discount Tire (23<sup>rd</sup> Ave / 29<sup>th</sup> Street Rd) – New auto repair facility
- Greeley Skilled Nursing Facility (2450 44<sup>th</sup> Avenue) – 52,578 sf rehab facility
- Boomerang Self Storage (7025 8<sup>th</sup> Street) – 80,000 sf storage facility
- Raven Industrial Building (West Greeley Tech) - 12,473 sf office building
- Falcon Industrial Building (West Greeley Tech) – 34,897 sf office building
- Polar Gas Storage Facility (West Greeley Tech) – fueling station
- Gerber Auto Body (2830 31<sup>st</sup> Avenue) – 4,000 sf addition
- SRC Bost Gas USR –24 horizontal oil and gas wells
- Highplains Library District Support Building – building expansion
- Bear Paw Shopping Center – 25,600 square foot mixed use building
- Ehrlich Toyota – (4732 26<sup>th</sup> Street) Solar Panels (Car covers – 38,000 square feet)
- Jack in the Box – (6902 10<sup>th</sup> Street)- restaurant
- Sparrow Hawk Commercial Office Building- (1831 65<sup>th</sup> Avenue)
- City Center West- (6925 10<sup>th</sup> Street) – mixed use commercial building
- John Elway – (4732 26<sup>th</sup> Street) – Car canopy
- John Elway – (2701 36<sup>th</sup> Avenue) – Car canopy

### Residential Projects:

- River Run at Poudre River Ranch, 2nd Filing (North of Poudre River Road/East of 83rd Avenue) – 55 single-family patio home
- Northridge Estates (South of C Street/East of Northridge High School) – 230 single-family lots
- The Trails at Sheep Draw (s. of 10th street and w. of 83rd Avenue) – 435 single-family lots - lot housing is ongoing
- Reserve at Hunter's Cove (South of 1<sup>st</sup> Street/West of 59<sup>th</sup> Avenue) – 46 multi-family units
- Promontory Residential – Phases 2 and 3 (NEC of Promontory Parkway and 16th Street) – Completion of previously platted single family residential
- Grace Point Independent Living (1900 71<sup>st</sup> Ave) – 68 units
- Westpoint Filing #7 (59<sup>th</sup> Ave / 4<sup>th</sup> Street) – 31 sf lots
- South Madison Apartments “Block 164” (1509 8<sup>th</sup> Ave) – 57 Units
- South Madison Apartments “Block 165” (8<sup>th</sup> Ave / 16<sup>th</sup> Street) – 83 units
- South Madison Apartments “Block 172” (8<sup>th</sup> Ave / 17<sup>th</sup> Street) – 81 units
- Greeley Lodge Senior Living (4417 Centerplace Dr) – 92 Units
- Village Cooperative of Greeley (427 24<sup>th</sup> St Rd) – 52 units



# 2019 WORK PROGRAM

*New Construction Building Inspections* – Inspection stops continued high at the end of the second quarter, but Fire Inspection stops are very low, because staff remains very busy with roof inspections. As of the end of June, there were 1,109 open roofing permits, and we have inspected 1,994 roofs in the second quarter. There were 7,382 YTD total inspection stops of all types in 2019 versus 4,415 in 2018. This equates to an average of 11.1 inspection stops per inspector, per day, compared 7.2 in 2018. The workload had increased, but has leveled off, with the hiring and training of a new inspector.

*New Construction Building Plan Review* – Plan Reviews for 2019 started a bit slow in first quarter, but March started to show more activity, and second quarter was steady. YTD is slightly behind 2018 at 430 compared to 449 in 2018. Turn-around times were half the time set for goals in 73% of new construction, and 64% of remodels, hitting the goal with 100% in new, and slightly behind the goal with 94% in remodels

*Code Compliance* – Code Compliance added a new inspector in the 2<sup>nd</sup> Quarter, bring the division back to full staffing. For the year so far, Code has managed over 1,800 cases, with only 179 Notices of Violation being issued – roughly 10% of the total. In contrast, nearly 1,000 Courtesy Notices and Warnings have been issued, which is 50% of all cases. Up to this point, the division has dealt with some problem properties that are well known, where abatements have been performed at two of the three most distressed locations, with hard costs exceeding \$10,000. (This is recouped through a property lien.) Case count and most data is in line with the last couple of years; however, projections show the Division performing +/- 30 more Administrative Hearings this year than were heard last year. Staff continues to work with multiple divisions to address trash violations throughout town, and to solidify the Public Nuisance ordinance

## ***Boards and Commissions –***

### **Planning Commission**

The Planning Commission typically meets on the 2nd and 4th Tuesdays of each month at 1:15 p.m. in the Council Chambers, City Center South, 1001 11<sup>th</sup> Avenue. Meeting agendas are posted at <http://greeleygov.com/government/b-c/boards-and-commissions/planning>

#### **April 23, 2019**

- Use by Special Review for 32 horizontal oil and gas wells and equipment on 41.55 acres located south of US Highway 34, east of 83<sup>rd</sup> Avenue, and north of 28<sup>th</sup> Street (approved 4-0, one commissioner absent, one recused, one vacancy)
- Preliminary Planned Unit Development and rezone of 55.440 acres located south of Highway 35 Business, west of Promontory Parkway, east of Promontory Circle, and north of 16<sup>th</sup> Street (approved 5-0, one commissioner absent, one vacancy)
- Rezone of 1.62 acres located at 2700 and 2720 35<sup>th</sup> Avenue from Planned Unit Development to Commercial High Intensity to redevelop two parcels into a convenience store with gas sales (approved 5-0, one commissioner absent, one vacancy)

#### **May 14, 2019**

# 2019 WORK PROGRAM

- Establishment of Commercial High Intensity zoning on 8.98 acres for an enclave proposed to be annexed into the City located north of Highway 34 Bypass and south of 20<sup>th</sup> Street between 83<sup>rd</sup> Avenue and 95<sup>th</sup> Avenue (approved 5-0, one commissioner absent, one non-voting member)

May 28, 2019

- Consideration of amendments to Chapter 18 of the Municipal Code regarding signatures for plats and other land use documents (approved 6-0, one commissioner absent)

## **Zoning Board of Appeals**

The Zoning Board of Appeals (ZBA) meets as required on the 2nd and 4th Tuesdays of each month at 1:15 p.m. in the Council Chambers, City Center South, 1001 11<sup>th</sup> Avenue. Meeting agendas are posted at <http://greeleygov.com/government/b-c/boards-and-commissions/planning>

June 11, 2019

- Consideration of variance request to reduce south setback from 25 feet to 10.4 feet and to increase allowable building height from 40 feet to 63 feet on adjoining parcels totaling 2.6 acres located in the Commercial High Intensity zone district at 6615 29<sup>th</sup> Street (approved 7-0)

## **Historic Preservation Commission**

The Historic Preservation Commission meets as required on the 1st and 3rd Mondays of each month at 4:00 p.m. in the Council Chambers, City Center South, 1001 11<sup>th</sup> Avenue. Meeting agendas are posted at <http://greeleygov.com/government/b-c/boards-and-commissions/historic-preservation>

April 1, 2019

- Request for Certificate of Approval for sign replacement at 819 9<sup>th</sup> Street (approved 6-0, one vacancy)

May 6, 2019

- Design Review to consider alterations to original Certificate of Approval for exterior alterations at 806 9<sup>th</sup> Street at 819 9<sup>th</sup> Street (approved 4-0, one commissioner absent, one commissioner recused, one vacancy)
- Design Review for approval to demolish an existing detached garage at 1720 12<sup>th</sup> Avenue (approved 5-0, one commissioner absent, one vacancy)
- Design Review for approval to construct new detached garage at 1720 12<sup>th</sup> Avenue (approved 5-0, one commissioner absent, one vacancy)

## 2019 WORK PROGRAM

### **Construction Trades Advisory and Appeals Board**

The Construction Trades Advisory and Appeals Board (CTAAB) met once during the 2<sup>nd</sup> quarter on June 20, 2019. The single agenda item was to discuss the results of an informal survey that Chief Building Official Tim Swanson sent to all Building Officials of the Colorado Chapter of the ICC pertaining to which jurisdictions were fully enforcing the requirements of the International Residential Building Code regarding the requirement to install residential fire sprinklers in one and two-family dwellings. In November 2018, the CTAAB had voted 9-1, to recommend that City Council remove Greeley's current amendment deleting the sprinkler requirement, therefore requiring the sprinklers in one and two-family dwellings. Of the sixty-eight jurisdictions who responded to the survey, four require residential fire sprinklers. After a thorough discussion, the Board voted unanimously to support the previous vote. Council will consider adoption of the latest International Codes in the next quarter.

### CULTURE, PARKS & RECREATION DEPARTMENT – ANDY MCROBERTS, CULTURE, PARKS AND RECREATION DIRECTOR

2nd Quarter Update:

#### **Culture Division:**

**Festivals:** Sponsorships are contracted, craft booths are selected and assigned, and vendors are ready to go for the 41<sup>st</sup> annual Arts Picnic in Lincoln Park (July 27, 28). Park event details, equipment, staffing, and backup planning is in progress. Volunteers are contacted and many youth again are assisting from AmeriCorps, Kiwanis Key Club, and the Greeley West Wrestling Team.

**Museums:** Baby Animal days in April drew 4,293 mostly young visitors (down slightly over 2018 likely due to cold, wet weather). The winter/spring program "Museums to You" where local history is presented in District 6 classrooms by museums staff and volunteers presented to 5,316 students throughout the presentations in late 2018 into spring of 2019. In May the entire staff presented the "Spring History Fest" at Centennial Village serving 3,048 visitors - primarily 3<sup>rd</sup> and 4<sup>th</sup> grade students from Northern Colorado (50 more than the previous year). In June the Museum staff partnering with the Museum of Danish America, and presented a unique "guided talk and taste" program about Aquavit from Scandinavia.

#### **Museum Advisory Board:**

**March:** Humidity in the Museum continues to be a concern, and is being closely monitored and recorded. The current "Skall!" exhibit has very specific humidity requirements for the wooden artifacts. Staff are working with the City's facilities department to stabilize the issues. The lending museum credited the City as being the most diligent about humidity control and reporting that they've ever had! The Friends of the Greeley Museum re-elected their sitting board (adding Laura Reeser). Staff reported that the Meeker House repairs to the ceiling are finally finished and the artifacts are repositioned, the house will be ready for tours by the annual Meeker's Birthday Celebration (July 13).

## 2019 WORK PROGRAM

**April:** Staff presented a proposed list of items to consider and if “strange” facts should be included, the board was supportive of keeping in the “fun” items along with traditional historical facts. Coordinating our exhibits (Pioneer Women of Weld County) with History Colorado that may be relevant to the 100<sup>th</sup> anniversary of the 19<sup>th</sup> amendment to the Constitution. Friends of the Greeley Museum report planning for the next Potato Days is going well, although they’ll be changing formats a little to inviting food trucks rather than providing food themselves.

**May:** No meeting (lack of Quorum)

**June:** Build Frontiers! Exhibit will travel to the Windsor Museum for a rental in June, and a last second change in the exhibit schedule due to miscommunication in a change of staff at Boulder changed the availability of a proposed loan exhibit to the Greeley Museum. Much discussion about the maintenance and upkeep of the Downtown facility and the historic sites buildings.

**Public Art:** Two artists were invited to each bring two sculptures to downtown Greeley this year as the “Sculpture on Loan”, both were installed in May and will remain on display until April 2020. Coloring books of selected Public Art were printed and distributed to 4<sup>th</sup> Grade students (including charter, private, and home school) in Greeley for Youth Art Month. Several pieces of artwork were vandalized in May & June, staff were able to clean and repair most of the damage in house. In June “Ribbit Rodeo”, was installed in Sanborn Park, and “Grandpa’s Saddle” was installed in front of the Events Center in Island Grove Regional Park - both are interactive bronze sculptures (can be sat on, climbed on). July will bring many new art installations to the community.

### **Art Commission:**

**April:** A presentation of the 5-year CIP/budget plan was presented to the Commission. Discussion by the Commission around the continued maintenance or deaccession of “Oasis” the fountain on Reservoir Road, Mick will be contacting the Water Department to secure their expertise and partnership in maintaining this complicated artwork. The Commission approved 4 proposed “Storm Drain Murals” to be painted.

**May:** Due to multiple impacts to the planter around Uptown Tree “Dancing in the Rain” the Commission approved relocating this sculpture once the construction next to the deaccessioned site for “Saori in Bloom”. Staff reported a car accident that destroyed the planter of “Bird Watching” - a replacement was ordered.

**June:** The Art Commission voted unanimously in two consecutive meetings to deaccessioning “Century II” – the large round sculpture/fountain in Centennial park, due to safety concerns. It will be removed and recycled.

**Sister City:** April and May found the students studying their Japanese phrases and culture, assisted by Joshua Marcial from the UNC Foreign Language Studies program. Starting June 19, our ten students, Council Member Robb Casseday and his wife Merikay, and two staff chaperones travelled to Japan. They stayed for 9 days and returned safely on June 28. A Council presentation of the student experience was provided on July 16.

**Union Colony Civic Center:** April wrapped up the Spring semester of performances. Tracking the sales performance against similar time periods from the previous two declining sales years the data is looking strong, numbers in both the fall and spring were stronger than both periods for the preceding two years. May and June are school concerts, graduations, and dance recitals, so oodles of local participation and attendance.

# 2019 WORK PROGRAM

## **Union Colony Civic Center Advisory Board:**

**April:** The board reviewed and approved of the Fall 2019 Semester show lineup. Staff reviewed the analysis for the Billboard advertising done for the Spring 2019 events. Several suggestions were made for new performers to research for the Spring 2019 lineup. The advisory board also considered the recommendations from a subcommittee conducting an art contest for a UCCC logo. After much discussion it was decided the logo would not be recommended for change. However, the winner of the art contest was selected and congratulatory messages sent.

**May:** Review and approval of co-promotes from Stampede Troupe (with the GPO), and one directly with GPO. The Advisory Board DECLINED to recommend or approve of a spring co-promote with the Greeley Chorale within the proposed terms submitted. A review of the financial impacts of the spring Semester show a cost recovery of 84%, well above the prediction.

**June:** The board recognized and congratulated Alison Hamling as the Northern Colorado Tourism Professional of the Year! Unanimous approval to install vinyl art wraps on the bathroom partitions in the South men's restroom in the first floor of the UCCC. A review of the 5 year Capital Improvement Food Tax Funded priorities, the board supported the staff recommendations. The UCCC Backstage Stars will be supporting the school performance of the co-promotion in the Spring of 2020, offsetting \$1,100 in ticket costs to lower the tickets to \$6/student.

## **Parks - General**

All seeding and sodding has been completed at Archibique Park. The park was 95% converted to native wheatgrass instead of traditional bluegrass. The only bluegrass left on site is within the splash pad area. The wheatgrass will use 40%-50% less water, and will require only cutting 2-3 times a month. The fuel savings will also help reduce mowing costs.

The new skate park at Centennial Park started construction in late April. The earth work is approximately 75% complete, and shaping of the different bowls and the snake run was completed in June. The contractor has begun applying concrete and finishing the rebar framing installation. The contractor has also mobilized to the 3<sup>rd</sup> Street skate park site in July and has completed much of the earth work.

The Bittersweet Park replacement irrigation system and landscape re-design project has been delayed. The project went out to bid in late May but, unfortunately, no bids were submitted. Staff will send the project back out to bid in August and allow a larger construction window for the timeline. The hope is to complete the irrigation by April-May 2020 and re-seed the landscape in May-June 2020.

Staff are working with the playground manufacturer that was chosen to work on the replacement playground for Swanson Kiwanis Park. After working with children in the Fun in the Sun program at the Rodarte Center, the designer came up with 3 designs that will be taken to Billie Martinez Elementary School to have the children in their summer school program vote on the preferred concept. Once the design is finalized by City staff, construction is slated to begin this fall.

Staff successfully hosted the annual Cancer Society Tennis Tournament at Centennial Park during the second week of June. The same staff subsequently hosted the Northern Colorado "Border War" Baseball Tournament at Butch Butler Field. Greeley is host to the 18 year old and under bracket. This is a considerable tournament with over 20 fields used across Northern Colorado in use.

# 2019 WORK PROGRAM

Staff at Twin Rivers Park hosted the largest tournament of the year held at that site, the annual Sparkler girls fast pitch tournament. This week long event brings several hundred players and families to Twin Rivers during the first week of July.

Staff are installing the placement of the “No Smoking” signs throughout the parks system. The ordinance passed earlier in 2019 impacts playgrounds, sport courts, shelters, splash parks and skate parks in addition to the already codified areas of sports fields and swim pools.

## **Parks – Forestry**

Staff are busy building maps for Ash trees that will be included in the first round of treatments for the Emerald Ash Borer (EAB). A contractor will begin those treatments mid-summer. To clarify, we still do not have sign of the insect in Greeley; however, we are confident it will be here in the next few years, and since treatments last 3 years in each tree, starting the process now places our healthiest trees in good position to fight this pest off.

Staff are seeing an enormous increase in die-back and completely dead trees of varying varieties across the entire city. We are contributing this to the damages done by the late frosts we have seen the last 2 springs, dry winters, and the hail storms over the last few summers. Code enforcement is busy working with property owners for hazardous trees. Many of our park locations have multiple trees that need complete removals performed.

Forestry had a very successful Giving Tree program for 2019 Arbor week activities. This culminated with a tree planting and Tree City USA award for the 39<sup>th</sup> year in a row.

Forestry staff have also been amazingly busy this spring with tree plantings. Several hundred trees have been planted by staff and volunteers. On May 4 volunteers planted trees in the Mountain Vista Natural Area along the newest expansion of the Sheepdraw Trail – north of 20<sup>th</sup> street and west of 74<sup>th</sup> avenue.

## **Parks - Cemetery**

Staff have had several mainline irrigation breaks this spring. Coupled with a higher than average number of weekly burial services and low numbers of seasonal applications, these have kept staff busy trying to perform general maintenance at the cemetery. This irrigation system is scheduled to be replaced in 2021 due to the ongoing high number of breaks and age of the system.

Linn Grove hosted the annual Memorial Day Celebration on May 27. There were several hundred people in attendance.

Several infrastructure updates have been completed on-site this year. There has been a new alarm system installed in the main office, and electrical service has been installed in the east cold storage building as well as an alarm system and security cameras.

As seen on TV and in print, our staff worked in conjunction with the Longmont Police Department in an investigation of a missing Longmont women. The end result was unproductive for Longmont PD and our staff are back to business as usual.



# 2019 WORK PROGRAM

## **Natural Areas & Trails**

### **Projects**

The Signature Bluffs Natural Area / Army Corps of Engineers river restoration project continues to proceed. Herbicide application and reseeding, planting, crusher fines and soft surface trails (constructed with a Volunteers of Outdoor Colorado (VOC) volunteer project with volunteer hours), and boardwalks have been installed. The site's wetland and upland vegetation will take some time to establish and the contractor will manage weeds to ensure establishment. A number of improvements have also been made to the trailhead at Signature Bluffs, including new accessible parking and trail approach, fencing, a kiosk and portable toilet shelter.

The Triple Creek Trail project (74<sup>th</sup> Ave and 20<sup>th</sup> St) and trailhead/parking has been completed. Through an Xcel Energy Foundation grant, 20 volunteers planted 45 trees in May. Another section of trail connected to the Triple Creek section is currently under construction and will pass under 71<sup>st</sup> Ave. and will connect to the McCloskey Natural Area trailhead. Work to complete the McCloskey trailhead has been funded by a State Trails grant for almost \$80,000 and will begin in late summer. An overall grand opening for all three projects is planned for mid-to-late September.

Through a Great Outdoors Colorado (GOCO) Habitat Restoration grant, 30 acres of McCloskey and Pumpkin Ridge Natural Areas were seeded with native vegetation. A "bio-blitz" volunteer project, in partnership with Volunteers for Outdoor Colorado, will take place in August on these sites to establish baseline biological condition.

The newly remodeled NAT office at 321 16<sup>th</sup> Avenue in Island Grove Regional Park is operational and occupied by staff as of early July. This 1950s era former private residence will house approximately ten staff.

### **Planning/Policy**

The river and trail resiliency study for the Greeley stretch of the Poudre River and Poudre River trail is nearing completion. A multi-criteria decision matrix has assisted staff and consultants in prioritizing the most impactful river restoration capital projects in the future that will not only protect the Poudre trail but also increase resiliency and health of the river corridor.

NAT staff currently serve on the board of, or acts as a staff representative for, the Poudre Learning Center, Middle South Platte River Alliance, Poudre River Trail Board, Coalition for the Poudre River Watershed, and Poudre Heritage Alliance.

### **Maintenance**

With a wet and cool spring, followed by a hot early summer, vegetation along trails and in natural areas has grown quickly and it has taken until early July to get through a full mowing cycle. Weeds have also been prevalent in the natural areas, with the weather conditions growing a strong crop of invasive thistles this year. A number of landowner and trail user reports and complaints have been received by NAT, and staff have done their best to address complaint areas while balancing staff capacity to stay on other regular maintenance schedules.

Through a partnership with a local high school student and as part of the "Caring for our Watersheds" program, 30 dog waste stations were purchased through funds raised by this student project. These waste stations will continue to be placed along the Poudre and Sheep Draw trails during the remainder of 2019.

## 2019 WORK PROGRAM

### **Poudre River Trail**

NAT has hired a consultant to design a new trailhead for the Poudre River trail at Island Grove Park near the current eastern terminus of the trail at 11<sup>th</sup> Ave. Design completion is anticipated in late 2019, followed by construction in early-to-mid 2020.

The board of the Poudre River Trail has approved funding for a master planning design process for Missile Site Park, currently owned and managed by Weld County. The master planning process will envision a revitalization of the site, with day use and camping, group sites, and possible future trail connections to neighboring lands. Anticipated completion of the design process is late 2019, with a fundraising campaign led by the Poudre Trail board to follow.

An emergency protection project was completed in mid-June along a threatened Poudre Trail section west of 95<sup>th</sup> Ave near the Kodak bridge. Sixty large sandbags were placed along the threatened trail section and prevented further erosion of the bank below the trail. Design for a more permanent repair along this section of trail will likely begin later this year.

A number of events took place on the Poudre Trail over the past couple months including the Poudre Trail-a-thon, several volunteer days, a bike day on the trail for a local elementary school, bike to work day, and a full moon ride.

Minor river flooding occurred in late June, with no closures required along the Poudre trail. A new river flow gauge installed by the Water & Sewer Department provides NAT accurate flow data for the City of Greeley and a new standard operating procedure for trail closures will continue to result in improved and timely information for future high water events.

### **Parks & Recreation Advisory Board:**

**April:** ♦A social media campaign is underway for naming suggestions for the new skatepark at 3<sup>rd</sup> Street. Arbor Day ceremony is April 20<sup>th</sup> at Lincoln Park at 9am. Every year in observance of Arbor Day, the Forestry staff partners with schools to present the Giving Tree Program to all 1<sup>st</sup> graders. City staff and other volunteers give presentations to each class and every child gets a tree sapling and some other handouts. ♦Lorena Fuentes Ibanez has been hired as the Healthy Neighborhood Coordinator for the East Memorial project. First public input meetings are on April 27<sup>th</sup> at Balsam Park and April 28<sup>th</sup> at Delta Park. ♦We have been working with an engineering firm on a plan for the Poudre Trail corridor. The firm will be making a presentation to the Poudre Initiative on some options for trail realignment in some areas where we have washout near the river. The presentation is April 10<sup>th</sup> at 1:30pm at City Hall for anyone who is interested in attending. ♦Naming Recommendations for the park at Trails at Sheep Draw: Rick Reeser suggested the Board narrow the list of potential names to 2 or 3 to vote on. Nominations included Hazelton Park, Journey View, Clearview, Angew Park, and Hazelton-Angew Park. Board members were asking to vote for two of the five suggested names. Voting was as follows: Hazelton – 8, Angew – 1, Hazelton Angew – 0, Journey View – 3, Clearview – 1. A motion was made by Clint Torczon to approve and recommend to City Council, Hazelton Park as the name for the new park. The motion was seconded by Mikyla Silva; motion passed 8-0.

**May:** A citizen initiative began last year for a potential open space sales tax and there has been momentum building in support. Justin Scharton has been developing a plan to show what a sales tax proposal would look like and how much money would be needed. The total is roughly \$4 million per year. On May 14<sup>th</sup> at the City Council work session, staff will be recommending a .25 percent sales tax with a sunset of 10 years. The consensus of the Board was in support of the open space sales tax proposal. ♦In reference to the information Eric provided on his written report, the utility locates requirement based on the new State law, has impacted the Parks Division by over 4,000 work hours in the first 4 months of the year. This is requiring a tremendous

## 2019 WORK PROGRAM

amount of staff time and pulling staff away from their regular job duties. ¶ There were well over 200 people at the East Memorial public meetings and numerous comment cards were collected. The next meetings will present preliminary story boards and will be held on May 18<sup>th</sup> at Balsam and May 19<sup>th</sup> at Delta. ¶ Naming of new Skate Park Location at 3<sup>rd</sup> Street and 11<sup>th</sup> Avenue: Board members were provided with a list of name suggestions gathered through public sources. Rick Reeser noted that the general consensus at the three public meetings was the name “3<sup>rd</sup> Street Plaza”. The only name nominated by the Board was 3<sup>rd</sup> Street Plaza. A motion was made by Clint Torczon to recommend 3<sup>rd</sup> Street Plaza as the name. The motion was seconded by Caitlin Alexander and passed 8-0.

¶ June: CPRD is once again a finalist for the National Gold Medal Award. Staff will travel to Baltimore in September to the NRPA National Conference to find out if we won. ¶ City Council has approved a 20 year lease with the Stampede. ¶ City Center West is a development planned for the 71<sup>st</sup> Avenue and 4<sup>th</sup> Street area. Within that development is a 6 acre park based on the fact that the plans were submitted prior to the City having a dedication ordinance for parks. If that ordinance had been place at the time, the park would have had to be 18 acres. The developer will dedicate the 6 acres and pay cash in lieu for the remaining 12 acres. ¶ The Recreation Division will be taking over the Farmer’s Market in January of 2020, and some of our team will be visiting there next Saturday to see how the event is currently run. ¶ July 12<sup>th</sup> is the 40<sup>th</sup> Anniversary celebration at the Rodarte Center beginning at 5pm and includes a Neighborhood Night movie. BHA Design has been hired to begin Master Plan design for Missile Site Park. Ripley Design has been hired to design a Poudre River trailhead at Island Grove Park. ¶ Natural Areas and Trails Sales Tax Update: City Council decided not to move forward with a special sales tax at this time, but possibly for 2020. The Mayor did sign a letter of technical assistance for the Trust for Public Lands to continue working on demographics and information for a feasibility study. City Council has approved the recommended names of Hazelton Park and 3<sup>rd</sup> Street Plaza. ¶ Election of Officers: Chair - Caitlin Alexander nominated Rick Reese and Mandi Albano seconded the nomination. Rick Reeser was appointed by a 6-0 vote. Vice-Chair - Scott McPherson nominated Matt Birnbaum and Rick Reeser nominated Sarah Witherell. Sarah Witherell was appointed by a 6-0 vote.

### **Island Grove Regional Park:**

Island Grove is in the midst of a very busy event season. In the County Buildings and the Event Center we hosted many of our community’s favorite events and fund raisers including Weld County Food Bank’s Stone Soup Supper, Weld County’s Goat and Dairy Extravaganzas, the Honor Flight Breakfast, Cinco De Mayo and we were once again the rain back-up for all of District Six’s Graduations. June brought community staples including the 15<sup>th</sup> annual Greeley Blues Jam and the 98<sup>th</sup> Greeley Stampede - both huge successes! Up next is the Weld County Fair then we are on to the annual “Dog Show season” beginning with Colorado’s largest dog show, the Greeley Kennel Club Show, August 14 through 18. Prior to all these events the IG Parks crew spent the spring renovating several large areas of turf. Unfortunately with all the rain before, during and after the Stampede there were many ruts throughout Island Grove so staff will be busy filling holes and ruts and repairing other damage that occurs during large events. Island Grove has also converted exterior arena lighting to LEDs and the Stampede completed the ramp and party deck on the North side of the arena just in time for the Stampede.

### **Island Grove Advisory Board:**

The IG Advisory board met on April 4. The meeting included discussions of the possible location of a new Poudre Trail head site at either the Greeley Saddle Club site or at the NE corner of the East Arena parking lot, the possible installations of both Verizon and AT&T cell towers in Island Grove and the completion of the Event Center HVAC systems which will be completed two years ahead of schedule at half the budgeted amount. Jenn Eastwood was introduced as the New Weld County Fair Coordinator. The June 6 Board meeting

## 2019 WORK PROGRAM

focused on upcoming events, a visit to Aven's Village by representatives of Commerce City and the installation of a on demand electric water heater for the exterior wash racks at the Exhibition building.

### **Golf Division:**

Total golf rounds for Highland Hills and Boomerang Links in the year 2019 through the month of June are 1,015 less than the same period in 2018. The months of May and June have had 10 days of leagues canceled due to weather. Much higher cancellation rate than in the previous 5 years. There have been two significant events cancelled due to the weather. Both events, Anadarko and Veterans Fly Fishing, were cancelled on June 22 and have been rescheduled for August and September.

COGA's (Colorado Oil and Gas) annual event brought a whopping 528 players to Highland Hills May 31 and June 1.

The number of juniors taking golf lessons continue to be excellent through the month of June. A total of 166 juniors have taken golf lessons at both golf courses through June. Junior lessons will continue through the month of July. Our new "junior tee markers" for both golf courses will be in place by the end of July.

Staff have been busy reseeding damaged turf areas from winter drought. Both Highland and Boomerang maintenance staff went through 32 bags of seed with Highland applying 20 bags of seed and Boomerang 12 bags of seed.

The annual tree maintenance program at Highland Hills GC has been completed for the year. Starting in February, four large cottonwoods were removed and by the end of June, fifteen new trees were planted at Highland Hills from our own tree nursery.

The continuous cart path project (replacing asphalt with concrete cart paths) will continue at Boomerang Links and is scheduled to start towards the end of July.

Boomerang Links maintenance now has new City network phones and computer access – inactive since June, 2018.

### **Golf Advisory Board:**

Golf Advisory Board met Thursday, May 9. The focus of the meeting was the Greeley Golfer's Appreciation Day event that is scheduled for July 19, 2019. Board members were working to seek hole sponsorships for the event. The Golf Board discussed golf fees for 2020. There was an increase in golf cart rental fees of \$0.50 per player for the year 2019 and green fee, passes and membership fee increases are scheduled for the year 2021. The Golf Board discussed the fees and there was no recommendation for green fee, pass or membership fee increase in 2020.

The Golf Advisory Board next meeting is scheduled for Thursday, July 12. Upcoming discussions for the Golf Board will be the 2019 customer service survey. The Golf Board was highly instrumental with the contents of the 2018 customer service survey.

# 2019 WORK PROGRAM

## **Recreation Division**

### **General**

Recreation is in the process of implementing reoccurring credit card billing for memberships at the FunPlex and Recreation Center - we currently can only offer billing options through checking accounts.

The Funplex will be closed August 19-25 for maintenance. We will open the weight room and fitness rooms starting August 26, however, the swimming pool will remain closed until September 9. During the closure several projects will be completed including plastering pool shells, replacing windows, repairing family changing rooms, installing new weight equipment, and refinishing locker shower floors.

Fitness classes continue to have strong participation with, as an example, 1251 participants in Silver Sneaker classes and 2305 participants in general fitness classes - just in the month of May.

### **Youth and Adult Sports**

Through June, Adult Sports has had 288 teams participate in 2019 compared to 337 teams in 2018 at the same point in time.

Through June, Youth Sports has had 1980 participants in 2019 compared to 1880 participants in 2018 at the same point in time.

### **Middle School Sports**

Our continued partnership with District 6 has gone very well this year. The format changed this year for court sports as each school now includes try-outs for all 6-8 grade students. Greeley Recreation now collaborates with each school to coordinate their D teams as opposed to strictly hosting all 6th graders.

### **Active Adult Center**

The 2019 National Senior Games were held in Albuquerque, N.M. June 14-25. Several senior from Greeley participated in the event. The AAC hosted a St. Patrick's Day Lunch on March 14 in collaboration with Windsong memory care facility and 111 people attended. The AAC hosted a Mother's Day lunch on May 2 in collaboration with Hummana and 75 people attended. An Ice Cream Social was held on May 6 in collaboration with A Greeley Place and 99 people attended. Staff led 12 seniors on a 13 day trip to Greece. The trip was a tremendous success and all participants had a wonderful time.

### **Adaptive and Inclusive Recreation (AIR)**

An Aven's Village Inclusive Play Day was hosted on June 15 and was a tremendous success with 9 teams participating in a kickball tournament, the "Play on the Way" mobile rec program, face painting, games and strider bicycles available for people to try. Information stations were also held at many of the playground elements help explain the importance of each element at the playground.

The AIR program hosted a day trip for 16 adults with disabilities to Sky Corral Ranch (west of Risk Canyon) on June 19. Participants had the opportunity to experience nature and the ranch up close.

### **Ice Haus**

Through the first 6 months of the year, daily admissions to the Ice Haus has increased to 12,919 in 2019 compared to 10,191 in 2018.

# 2019 WORK PROGRAM

The Ice Haus hosted a successful Mother's Day skate on May 12.

The Communication and Engagement Office will be moving into the front room of the Ice Haus in July for approximately 6 months with construction on the basement of City Hall is completed. Following their departure, the front room will be renovated in early 2020 to accommodate off-ice training. This will include a jump station for figure skaters and a shooting enclosure for hockey players.

## **Aquatics**

Credit Card machines are now operational at our two outdoor swimming pools. This has been very well received by patrons.

- Centennial Pool has had 6,243 daily admissions in 2019 compared to 5,231 in 2018.
- Discovery Bay has had 9,681 daily admissions in 2019 compared to 7,346 in 2018.
- There have been 1,164 swim lessons to date in 2019. In 2018, there were 1,963 swim lesson participants for the entire year.

## **Youth Enrichment/Rodarte Community Center**

The annual Fishing Derby was held on June 1 with 289 attendees.

- Fun In The Sun- Rodarte
  - 2018 -234 participants
  - 2019 - 293 participants
- Fun In The Sun – Anna Gimmestad
  - 2018 - 100 participants
  - 2019 - 100participants
- Boxing Program
  - 2018- 26 youth and 1 adults
  - 2019 - 36 youth and 3 adult
- STEM
  - 2018 - 27 participants
  - 2019 - 41 participants

## **Rodarte Advisory Board**

March:

Bilingual brochure update – Marketing is translating the brochure into Spanish and standardizing the format for consistency across the Recreation Division. The 40 year celebration in 2019 –Staff are recruiting community members, past employees and residents around the center to act as a planning committee. Confirmed date is Friday, July 12. No conflict with community calendar at this point in time. Attendance at programs was also discussed.

April:

Bilingual brochure update – Marketing is still translating the brochure into Spanish and standardizing the format for consistency across the Recreation Division. 40 year celebration in 2019 –Staff are recruiting community members, past employees and residents around the center to act as a planning committee. Confirmed date is Friday, July 12. No conflict with community calendar at this point in time. Attendance at



## 2019 WORK PROGRAM

programs was also discussed.

May:

Bilingual brochure update – Marketing is still translating the brochure into Spanish and standardizing the format for consistency across the Recreation Division.

40 year celebration in 2019 –Confirmed date is Friday, July 12. No conflict with community calendar at this point in time. Staff are working on the schedule, outreach and marketing.

June:

Bilingual brochure update – The brochure will be ready and printed in English and Spanish for the 40 year celebration on July 12, 2019. 40 year celebration in 2019 –Confirmed date is Friday, July 12. City staff updated the Rodarte Advisory Board on the schedule of events and layout of the celebration. City staff included the flyer in English and Spanish for the celebration.

### **Youth Commission**

April:

Ex-Officio Humphrey let the Commission know that this would be his last meeting since his term has expired and he will not be reapplying. There was a discussion with an emphasis on youth volunteerism and brainstorming with Sarah Rice, Director of Bright Futures. Sarah left business cards with the Youth Commission if they had ideas on creating volunteer opportunities for youth who receive the Bright Futures Scholarship. Kristi Helzer with the West Greeley Conservation District spoke to the commission about the importance of pollinator gardens. The Commission expressed interest in helping plant a pollinator garden at the Rodarte Community Center. National Youth Service Day Award nomination form will be rebuilt to accommodate an online application with a photo upload option.

May:

Councilman Smail expressed that a new ballot measure to expand open spaces for \$4 million was presented to the City Council but was voted on to not to move forward. They will bring up the ballot initiative again in 2020. Staff welcomed Samantha Melchor the new Recreation Coordinator II at the Rodarte Community Center to the Youth Commission. The Youth Leadership Forum will be on June 6 Staff encouraged Commissioners to sign up and attend. Since Culture, Parks and Recreation Department for the City of Greeley is a finalist for the Gold Medal Award, staff would like to do a photo and video shoot of Youth Commissioners hanging up signs for the Smoke Free Ordinance in parks. Monthly event geared toward middle/high school students. Commissioners presented the work session brainstorming of days, dates and possible activities. West Conservation District-Pollinator Garden at the Rodarte Community Center-request for volunteers to help plant the garden on the south side of the facility.

June:

The Commission approved Emma McIntyre to be reappointed to the Youth Commission. Staff welcomed new Youth Commissioner Amelia Benavidez to the Youth Commission. Staff also handed out the 40 Year Celebration flyer to the Youth Commission and encouraged them to volunteer and attend the event on July 12. Scott Schuttenberg expressed to the Youth Commission the closure of the Family Fun Plex from August 19-25 of this year to replace windows, pool shell and conduct repairs to the facility. Youth Commission retreat-The Youth Commission has decided to host their annual retreat on August 1 and 2. Activities will include a working day and a team building bonding day where Commissioners will go bowling and to laser tag. The work day will include lunch, team building, Roberts Rules of Order by City Attorney, Youth Commission manual review, City Engagement presentation, voting on seats and goal setting for 2019-2020 school year.

# 2019 WORK PROGRAM

## ECONOMIC HEALTH AND HOUSING DEPARTMENT – BENJAMIN SNOW, ECONOMIC HEALTH & HOUSING DIRECTOR

### 2nd Quarter Update:

- A. Workforce Development. City staff continues our working relationship with the ACE board, including attending board meetings and working with our educational partners (UNC, Aims, GE-6). City staff is working with UNC's Research Lab to identify gaps in various recently completed workforce studies.
- B. Business Development. Staff continues assisting Vantage Hemp on their now under construction facilities in High Point Industrial Park. Originally, this was to be a 26,000SF single facility. However, they are now planning two buildings totaling 61,000SF. One building will be for drying and the other will be for processing/manufacturing CBD. The new estimated job count is 40. Staff has also met with the Aims Ag department is also connecting other elements Snow also visited extensively with real estate developers, commercial landlords, brokers, and bankers throughout the quarter as part of his get-to-know the community efforts.
- C. Housing. EHH staff, in concert with Community Development presented to Council more concrete steps we will take through the balance of 2019 to take action on Greeley's Housing Strategy, which was approved in February. Staff attended a Developer's Toolkit course offered by DOLA's Department of Housing in April. We are currently exploring a partnership with High Plains Housing Development Corporation, which has recently been reactivated and is looking for an Executive Director.
- D. Retail Strategy. Staff completed and presented Retail Market Assessment to Council with some possible move-forward recommendations.
- E. Regionalism. Staff supported and attended both Weld and Larimer county board of commissioners meetings where a regional cooperation MOU was presented and unanimously adopted by both counties. Possible next steps will be municipalities adopting similar resolutions of collaboration. Our office continues to engage with Governor's Office of Economic Development and the Metro Denver EDC.
- F. Real Estate Database. EHH has subscribed to CoStar real estate database and is now doing quality control using county assessor's data. This will allow for more direct responsiveness to prospects and other leads and requests for information about our market and space/land availability.

# 2019 WORK PROGRAM

## FINANCE DEPARTMENT – RENEE WHEELER, FINANCE DIRECTOR

### 2nd Quarter Update:

- Municipal code revisions setting the policy overview threshold for intergovernmental agreements and change orders to \$100,000 were approved by City Council.
- The 2019 budget was modified with additional appropriations to invest budget savings from the previous year, grant awards and other available funding sources.
- The City is fully engaged in the development of the 2020 Budget: capital improvements, revenue estimates, and operating budgets.
- Modified budget status reporting to monthly highlights and quarterly full reports.
- In partnership with the Water and Sewer Department, City Council approved a repeal of the municipal code language that required an accelerated water and sewer budget development process. That process was too early to capture necessary data for the projections necessary to development a meaningful revenue and expenditure plan for the new year. Other communication protocols and strategies have been in place for quite some time to ensure all the related parties have input in the budget development process.
- Certificates of Participation. All the required documents near completion. Due to construction timing, the financing schedule was delayed a month to avoid an unnecessary interest payment. Expect to close on the deal in early November.
- Issued what staff believes will be another award winning Comprehensive Annual Financial Report for the year ending December 31, 2018 and received a “clean” audit opinion.
- There was a significant investment in the design of the City Hall remodel.
- The department is PROPEL informed, and supervisors are engaged in steps to build intentional communications around talent development to create sustainable, organizational leadership that will excel at creating opportunities and meeting the challenges of our dynamic community years into the future.
- The Food Tax Rebate program concluded on May 31, 2019. 11.2% more rebates were issued in this year’s program compared to last year’s program. The total amount of rebates issued was \$148,265 of the \$7.9 million collected from sales tax on food in 2018. 773 or 62.5% of the 1,235 total number of rebates were issued to single person households and 462 or 3.5% were to households with 2 to 10 family members. Mr. Teets is paid to distribute flyers on the program to assist with the outreach effort. This is the first year that the City has captured the applicants source of information about the program. 60% of the applicants were participants in the past. Others received information from a friend, bus advisements, the website, Weld County offices, other non-profits, or their church. The City spends an additional \$15,040 to administer this program.

# 2019 WORK PROGRAM

## FIRE DEPARTMENT – DALE LYMAN, FIRE CHIEF

### 2nd Quarter Update:

#### **2nd Quarter Emergency Responses**

- 2019 2<sup>nd</sup> Quarter - 3,563
- 2019 1<sup>st</sup> Quarter - 3,409
- Mid 2019 Total - 6,972 (37% Fire/Rescue/Other & 63% EMS)

#### **2nd Quarter Average First Apparatus Travel Time**

- 2019 2<sup>nd</sup> Quarter - 4 min's 29 sec's (90<sup>th</sup> percentile - 7 min's 30 sec's)
- 2019 1<sup>st</sup> Quarter - 4 min's 41 sec's (90<sup>th</sup> percentile - 7 min's 58 sec's)
- Mid 2019 Total - 4 min's 34 sec's (90<sup>th</sup> percentile - 7 min's 40 sec's)

#### **2nd Quarter Average Fire Apparatus Turnout Time**

- 2019 2<sup>nd</sup> Quarter - 54 sec's (90<sup>th</sup> percentile - 1 min 45 sec's)
- 2019 1<sup>st</sup> Quarter - 1 min 2 sec's (90<sup>th</sup> percentile - 1 min 54 sec's)
- Mid 2019 Total - 58 sec's (90<sup>th</sup> percentile - 1 min 50 sec's)

#### **2nd Quarter Total Department Training Hours**

- 2019 2<sup>nd</sup> Quarter - 6,658hrs
- 2019 1<sup>st</sup> Quarter - 5,315hrs
- Mid 2019 Total - 11,973

#### **2nd Quarter Apparatus Training Availability**

- 2019 2<sup>nd</sup> Quarter - In-Service Training Hours - 562 Hours
- 2019 1<sup>st</sup> Quarter - In-Service Training Hours - 693 Hours
- 2019 2<sup>nd</sup> Quarter - Out-of-Service Training Hours - 487 Hours
- 2019 1<sup>st</sup> Quarter - Out-of-Service Training Hours - 390 Hours

#### **2nd Quarter Non-Emergency Requests**

- 2019 2<sup>nd</sup> Quarter - 44 total Non-Emergency Service Requests
  - Contacts
    - Children - 586
    - Adults - 1028
- 2 CPR classes
- 2 EMS Stand-by's
- 1 Car Seat event
- 2 Public Education Events
- 5 Safety Classes
- 5 Smoke Detector Installations
- 11 Station Tours
- 1 Knox Box install
- 15 "other" events

#### **Community Safety Division**

- Plan reviews: 77

# 2019 WORK PROGRAM

- Average days to complete plan reviews: 6.13 days
- 90 percentile to complete plan reviews: 12 days
- Number of plan reviews:
- Liquor inspections: 31
- Burn permit reviews: 58
- Number of fire construction inspections
  - o Fire Department personnel: 72
  - o Building Department personnel: 6
- Number of annual fire inspections
  - o Fire Department personnel: 27
  - o Building Department personnel: 48
- 47 smoke detector installs
- NESRS – 35 events
  - o Adults – 751
  - o Kids – 1305

## **ACCOMPLISHMENTS:**

- Work progressing towards 30% design of new fire station #2 and new fire station #6
- Hosting one Intern through District 6.
- 3 personnel attended RAE Technician Training
- 3 personnel attended Arson continuing education classes
- Added a single gas CO Detector to each front line medical kit
- Three members deployed to Indiana on a Full Scale Training Exercise as part of CO-TF1
- Dive Team assisted the COG Water Department with a technical dive for reservoir maintenance
- Hydrant adapters for neighboring jurisdictions placed on all front line apparatus
- Hydrant adapters provided to Platte Valley, Windsor, Front Range Fire, La Salle, Galetton, Evans, and Eaton
- One member deployed through CO-TF1 to assist with a search near Creede (Mineral County)
- Fire Academy and on-boarding process completed for 8 new members
- Completed a Battalion Chief Promotional Process and established an eligibility list consisting of 8 individuals
- Signed contract with Emergency Services Consulting International and began towards information and data collection for EMS Study
- Met with Atmos Energy personnel regarding operational changes for natural gas leaks
- Successful implementation of 24-hr shift for Banner Personnel
- Decontamination/Cancer Reduction Policy Draft created
- Mandatory Staffing Policy development and implementation

## **DEPARTMENT TRAININGS:**

- Mutual Aid Training completed with Windsor Fire Rescue on Heavy Vehicle Extrication
- Conducted GEMS update meetings for GFD/Banner personnel
- Certified 5 new members in Blue Card/Incident Command 11 members completed GFD's inaugural (4 session) Professional Development Program

# 2019 WORK PROGRAM

## HUMAN RESOURCES DEPARTMENT – SHARON MCCABE, HUMAN RESOURCES DIRECTOR

### 2nd Quarter Update:

- In partnership with hiring managers, assisted in the selection and hiring processes for 40 employees who began employment or received promotions in the second quarter of 2019.
- Completed process of transitioning from paper to electronic personnel files.
- Hosting 20 high school interns as part of the Greeley-Evans District 6 Career Explore paid summer internship program. The City of Greeley has participated in the program since its inception in 2015. This year nine City departments are hosting the 20 interns.

## INFORMATION TECHNOLOGY DEPARTMENT – BRIAN SULLIVAN, INTERIM INFORMATION TECHNOLOGY DIRECTOR

### 2nd Quarter Update:

- Implementation of the City's new ERP has begun. Project management of this project has been moved into IT and has required the allocation of 3 FTE's for support from IT.
- PC deployment for 2019 and catch up from 2018 is at 80% complete. Should finish in August 3 months ahead of schedule.
- Data Center refresh of end of life hardware and software has been completed.
- 95% of data capture project for GIS support of water budget analysis has been completed
- GIS hardware architecture and software upgrade project has begun with an estimated completion schedule of Q4 of 2019
- Point to Point network connection of Boomerang golf course has been completed
- Support of building moves and builds are ongoing, but the CPRD Natural Areas move is complete. City Annex and City Hall remodel are in process.
- City Clerks records management project is 25% complete
- Municipal Court queuing system is at 50% complete
- Digital Inspection for Stormwater project is 50% complete
- WaterOps upgrade of web application is 40% complete
- COGI web upgrade is currently at 25% complete
- GIS develop of Public Works concrete inventory web tools has been completed
- City DVR solution has been moved forward due to CPRD's needs and potential vendor to support all city needs, it is currently at 10%.
- IT has almost completed is hiring of 5 open positions. By August, all positions will be filled, as final interviews for System Administrator II are being completed in July. We have filled the following in Q2; Sr. System Administrator, Business System Analyst, Director of IT, Client Services Manager. Plus we added a new Business Analyst.

# 2019 WORK PROGRAM

## POLICE DEPARTMENT – MARK JONES, POLICE CHIEF

### 2nd Quarter Update:

GPD is researching alternatives for re-locating our records department, which will need a new home by January of 2021. This is the planned date for Weld County S.O. and GPD to separate the operation of the Greeley/Weld Records. Each agency will then be in charge of their own records division. During June of this year 40 young people attended two Greeley Police Department Teen Academies, which exposed these young people to GPD and a potential law enforcement career in the future. During this quarter, GPD hired Police Evidence Audits LLC to audit our evidence unit. This was completed and we were found to be in great shape with our policy, process and current evidence holdings. We continue to stay on top of hiring and have been successful in hiring a number of new officers to keep us fully staffed.

## PUBLIC WORKS DEPARTMENT – JOEL HEMESATH, PUBLIC WORKS DIRECTOR

### 2nd Quarter Update:

20<sup>th</sup> Street: 83<sup>rd</sup> Avenue to 90<sup>th</sup> Avenue now has a contract and work will begin by the end of July.

Quiet Zone work will begin in July and it looks that it should be up and operational by year-end.

7<sup>th</sup> Avenue stormwater trunk line work has been progressing well and is on track to be done by Thanksgiving.

Fire Station 2 and 6 design work is progressing and 30% drawing came in the end of June for review. Construction will begin in the fall with completion in July 2020.

## WATER & SEWER DEPARTMENT – SEAN CHAMBERS, WATER & SEWER DIRECTOR

### 2nd Quarter Update:

The Water and Sewer Department remains focused on the implementation of its four point master plan; Continuing Water Supply Acquisitions, Improving Conservation and Demand Management, Developing Water Storage and Strengthening Infrastructure through infrastructure replacement and capital projects.

In the second quarter of 2019, additional Non-potable supplies were acquired and long-range water supply planning strategies were advanced with exploration of water sharing and ATM projects. Staff continues to be a supportive advocate to NCWCD on key issues in Windy Gap permitting and project planning. Staff is working to stay informed on Colorado River Drought Contingency Planning (DCP) and Demand Management



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Discussion advocating for staff representation on the demand management working groups organized under the Colorado Water Conservation Board. Staff have incorporated a non-potable master plan into the Water Transmissions, Distribution and Wastewater Collection master plan and kick off meetings with regional stakeholders have been planned for 3<sup>rd</sup> Qtr. 2019. The non-potable master plan is key to long range potable water demand management and developing the policies, infrastructure plans, and investments needed to shift future irrigation demands to non-potable systems.

Staff developed a raw water requirement proposal for commercial and multifamily customer classes that calculates the raw water requirements based on the projected use of the new customer. The current approach assumes correlation between the size of the tap, which is sized for peak flow, and annual water demand of the customer; but use data concludes that refinement and efficiency are possible. Staff and City Attorney's office staff have collaborate on the code revisions that will go before the Water & Sewer Board and Council in the 3<sup>rd</sup> Quarter of 2019. Rollout of the program is projected for fall of 2019. Furthermore, staff have worked to develop pilot project policies that govern raw water dedication and plant investment fees for non-potable irrigation uses in new development. Staff have developed a data set identifying large potable irrigation uses at HOA and other institutional customers, mapped them and will undertake cost benefit analysis on those potential conversions in the 3<sup>rd</sup> Quarter of 2019.

2020 operating and capital budgets were developed by staff, reviewed with City Finance Dept. and City leadership. The 2020 budget update has a renewed focus on key water, wastewater and non-potable system investments that complement storage. Greeley remains engaged in USACE federal permitting for expanded water storage, and is in process of detailed analysis of alternatives that are required by NEPA. Greeley has undertaken additional affordability analysis of the range of alternatives and seeks to confirm that projects designed to meet future water needs can be reasonably financed. Greeley will need additional raw water storage to meet projected demands within the 50 year planning horizon when the State Demographer predicts more than 250,000 people will live in Greeley, CO. Staff have undertaken significant efforts to maintain, replace and plan for infrastructure investments. A recently completed master plan of the wastewater treatment system was presented to Water & Sewer Board and the City Council. That master plan calls for several waves of investments to meet increasing regulations, the need to replace aging infrastructure, the eventual need to expand capacity and thereafter another round of enhanced regulatory compliance requirements. The first phase of regulatory compliance upgrades remain under design, and the Dept. has applied for a CDPHE sponsored program that provides benefits to those communities who are in compliance with the tighter Reg. 85 nutrient regulations in advance of the final deadline. To further protect our investments in wastewater infrastructure, the department has developed and formally submitted comments to the State on the water quality impacts of the Northern Integrated Supply Project (NISP) a project that we support, but from which we need protections against degradation of the River that would impact Greeley's wastewater discharge permit. Staff is coordinating with NCWCD staff and others on how mitigation related to NISP can improve and enhance the Poudre River through Weld County and City of Greeley. Greeley has developed additional comments for its protection and plans to submit comments at follow up meetings with CDPHE.

Staff have coordinated on regional water issues with the City Manager's office and other communities in Northern Colorado to explore areas where there are obvious opportunities for regional efficiency through collaboration and partnership. In the second quarter, water & sewer department key staff joined the City

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Managers and Board members for Greeley and Windsor in discussing a regional water treatment and conveyance. Both municipalities agreed that there was strong logic in further diligence and exploration of deal points and potential governance structures. W&S Staff also Evans, Milliken, Fort Collins, Loveland, Fort Collins-Loveland Water District, North Weld Co Water District, East Larimer County Water District and West Fort Collins Water District to explore areas of common interest, and in addition to coordinated river sampling and emergency water sharing IGAs, there are several other small projects that make fiscal sense to explore as regional initiatives. Staff are working with Cache La Poudre Water Users Association on a Grey Mountain Water Lease and considering terms for an alternative transfer project with the New Cache Irrigation Company. Staff will build on relationships from the spring Water Rental Roundup by supporting prizes at Weld Co. fair 4-H competitions and developing an agricultural water and municipal provider networking event around Ag Day at CSU in the fall. Greeley's water planning and leadership team are working to build relationships that allow us to work more effectively with the agricultural sector of the Greeley and Weld County economy.

The department's water demand management and conservation team remains committed to water education events, outreach, customer audits, and programs that lead to active demand management and wise use. Improving conservation is a key demand management strategy and the Department has sought 2020 budget resources to add a demand management program analyst that will contribute to data focused efforts to make programmatic water saving through investments in conversation tools, policies and rate class focused strategies.

### 2nd Quarter Infrastructure Update:

The Water and Sewer Department is one of the most capital construction intensive Department in the City operations. As such, annually staff is involved in constructing numerous projects. This activity will report on the most significant of these projects which include the following:

#### Bellvue and Boyd Lake Water Treatment Plant Improvements

Construction of process improvements are underway to both of the Cities water treatment plants. The Boyd Lake WTP construction improvements were completed in May that includes baffles for the two million gallon clearwell to meet requirements of the CDPHE DOVE (Disinfection Outreach & Verification Effort). As part of the DOVE improvements, the plant needed the installation of four 800 hp variable frequency drives (VFD's) to give the plant more pump control, minimized pump motor electrical startup surge, and improve electrical efficiency, these improvements allowed the City to obtain a \$200,000 rebate from Xcel Energy. Other improvements completed included the rehabilitation of the filters media and filter underdrain cap to save water, meet State water quality requirements, and allow future improvements to the filters to meet new regulations. A consultant has been designing additional process enhancements that will provide a higher quality finished water, reduced taste/odor events, allows the plant to operate year-round while providing indoor chemical storage, reduced chemical usage, and also ensure that backup electrical power is available. These designed improvements will begin construction in the fall of 2019 and continue into 2023.

Construction of the 20 MGD replacement filter train at the Bellvue WTP is progressing on schedule and is planned to be operational during the spring of 2020. The filter train includes a new rapid mix, flocculation and sedimentation basins, dual media filtration, and disinfection facilities enclosed within a common building. Construction of the concrete basins is completed and the yard piping is nearly completed and the metal building structure is currently 75% enclosed. This project is planning final plant tie ins to the existing

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plant that will require 5-10 days of the plant being down. Both of these WTP projects were designed and are being constructed using an alternative delivery method known as construction manager at risk (CMAR). The CMAR process has allowed the project team to gather input from the contractor during the design and construction phases while also obtaining accurate cost estimates allowing the project to be completed within the available budget.

### Acquisition of easements for the Gold Hill Segment of the 60" Bellvue Pipeline

Greeley Water and Sewer has been actively acquiring easements for the construction of the 4-mile long Gold Hill Segment of the Bellvue 60" Pipeline from the south side of the Poudre River to the Gold Hill water storage facilities. An alignment for the pipe on the south side of the River has been developed and agreed to with the property owner and Windsor across the south end of Windsor. The Real Estate Manager (REM) is in the process of acquiring this easement. The REM and project manager are also in discussions with the landowners regarding route selection across the 257 Bend and the Extraction Oil and Gas properties. The design will begin in September to extend the 60" pipeline out of the Town of Windsor to minimize construction costs and to avoid development currently happening in Windsor. This pipeline extension is planned to be constructed in 2020.

### Ashcroft Draw Phase I, Phase II, and Lift Station

The first phase of the Ashcroft Draw project was completed during November 2017. This allowed the City to provide sewer service for planned and future developments immediately adjacent and south of Highway 34, in the southwest part of the City. Construction of the second phase of the project extending the sanitary sewer line further north paralleling 71<sup>st</sup> Avenue has also been completed. Phase IIa was finished with the widening of the 71<sup>st</sup> Avenue and Sheep Draw Bridge projects this summer of 2018 with Public Works. Phase IIb is currently finishing sewer design plans with construction scheduled in the fall of 2019, once all ROW and permitting issues have been addressed. The third phase is the design and construction of the lift station which staff is currently negotiating a contract with the selected design consultant.

### North Greeley Sewer Phase II

Construction of Phase II of the North Greeley Sewer was originally scheduled to be initiated during 2017. However, construction activities were delayed due to utility conflicts, requiring the redesign on a new alignment. The redesign effort was completed in early 2018. Construction activity started in January with the Poudre river crossing, the bore on 8<sup>th</sup> Ave, and bore of the Union Pacific Railroad that were completed in the first quarter. The sewer construction was completed in May 2019 and came in \$50,000 below contract costs.

Overall, the Department remains committed to operational excellence and to engaging day to day in the process of extending our proud legacy in water supply and infrastructure preparedness.