

2018 WORK PROGRAM AND DEPARTMENT UPDATES



City of Greeley, Colorado

City Hall

WORK PROGRAM AND DEPARTMENT UPDATES - 2018

3RD QUARTER

A report of City-wide initiatives, department activities and operations, and board and commission updates included in the City Manager's Work Program

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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 quarterly through the "Department Updates" document and transmitted to City Council by the City Manager and posted on the City's web site.

1. CITY CENTER PHASE I – BECKY SAFARIK, ASSISTANT CITY MANAGER/JOEL HEMESATH, PUBLIC WORKS DIRECTOR

Purpose: In 2011 a City Administrative Facility space needs analysis was completed, concluding that consolidating the City's Administrative operations would be financially and functionally advantageous and better serve the public. To facilitate that objective, property has been secured over time adjacent to the City Hall Annex. A Phase I scope of work was crafted for Fire Station No. 1 and other City offices displaced from the Hotel/Conference Center project. Since then the Fire Station was completed in the summer of 2017. In 2016 staff secured additional grant funding which allows the City to add new Water & Sewer offices to the companion administrative office construction for City Center Phase I, which allows greater space utilization. Construction commenced by spring 2017 with a completion date of August 2018.

3rd Quarter Update:

Update from Becky Safarik:

Work on City Center was substantially completed by the 3rd Quarter, including installation of the commissioned public artwork. Municipal Court opened for business on Monday, August 27th; IT and the Water Department staff moved in over the month of August and opened their new offices after Labor Day. The Community Open House, Public Art Dedication, and Ribbon Cutting preceded the Council's first official meeting on Tuesday, September 4th. The final draw on the Energy Impact Assistance Grant of \$2MM was submitted and the funding received by the City, closing out that grant. A second EIAG award for Central Records shelving was awarded and the new storage units are to be purchased before year's end. Staff and the contractors will continue to work on final building warranty and punch list items as the new building is fully commissioned. In addition to City Council, City Boards and Commissions and several community groups have been able to meet in the new Chambers.

Update from Joel Hemesath:

The City Center facility was completed on time and under budget, and a grand opening was conducted September 4. All staff and functions have now transitioned into this facility successfully. Staff continues to monitor the building and work with the contractor as warranty items come up.

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2. TWO YEAR BUDGET – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

Purpose: In 2018 the two year budget for 2019 and 2020 will be created utilizing the priority based budget process.

3rd Quarter Update:

The Council met several times, including a Saturday Budget Workshop on September 29, reviewing all expenditures for 2019 and 2020. The first reading of the Budget ordinance, with a required first public hearing, will be on October 16. The second reading with the public hearing will be held on November 6. Attention will now turn to the balances the City will have to re-appropriate after the first of the year.

3. BROADBAND SERVICE – MARK HOEKSTRA, 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.

3rd Quarter Update:

The Information Technology department commenced the Phase 2 study to prepare recommendations made in May to the City Council including:

1) Propose a “Dig Once” ordinance to reduce the cost of installing fiber optic conduit, 2) Connect with “Anchor” institutions in the City of Greeley to find opportunities to collaborate on common broadband interests, and 3) Create a citizens’ feedback group to gather input from Greeley residents on future directions for municipal broadband. City staff has commenced work on these recommendations. Additionally, staff continues to participate in CCUA as per the Q1 update and continues to remain active in regional municipal broadband activities. We continue to collaborate regionally on solutions as well as with private sector providers.

4. WATER EFFICIENCY TACTICAL TEAM (WETT) – SEAN CHAMBERS, INTERIM 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 as 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; (d) an evaluation of the water requirements for new development; and (e) increasing the water efficiency on public properties.

3rd Quarter Update:

A) The Windy Gap water supply firming project continues to move toward the construction of Chimney Hollow Reservoir. The reservoir project will significantly enhance storage associated with the Windy Gap rights and firm up their yield, thereby bolstering the City’s raw water supplies. The Project is managed by Northern Water and operated by the Bureau of Reclamation. Northern and the project design consultant are

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near completion of the dam design work, and preliminary credit rating for the pooled finance options while Federal litigation challenging the project's purpose and need is settled. There remains outstanding State water court action adding front range storage at Chimney Hallow to decreed uses. Greeley staff remains engaged in monthly project meeting, finance committee, legal, and project planning.

B) Greeley Water staff and consulting engineers and hydraulic modeling continue to work with the US Army Corps of Engineers (USACE) in preparing the project alternatives analysis that goes into the project's draft environmental impact statement (draft EIS) for the expansion of the Milton Seaman Reservoir on the North Fork of the Cache La Poudre River in Larimer County. W&S staff continue to evaluate and contract for the purchase of water rights that are compatible with the existing portfolio, with our treatment facilities, and that fit into the long-range municipal operations strategy. A more passive acquisition strategy had been the department's strategy, which fit well with long range budgeting for meeting long range demands. However, there has developed deep competition for desirable water rights, and growth in Northern Colorado has triggered a run on CBT shares, which is the economic force driving more municipalities and developers to look at acquiring the ditch and reservoir company shares that we plan to acquire, develop and deliver to our current and future citizens. Therefore, the W&S Department has undertaken a more proactive approach to buying, leasing and creating alternative transfer method opportunities for supply development.

C) Staff are actively working to develop and maintain relationships with agriculture to become better positioned to achieve the Future Water Account II acquisition goal of 10,000 AF of supply; to which 40% has been acquired to date. The C.M. and W&S staff have coordinated on the importance of any strategy being deployed in a manner that recognizes 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.

D) Staff has developed a raw water requirement proposal that intends to calculate the raw water requirements for new non-residential and multi-family development based on the projected use of the new water customer. Currently, the size of the tap is the determining factor for the raw water requirement. The current approach assumes correlation between the size of the tap, which is sized for peak flow, and annual water demand of the customer. The proposal attempts to define raw water needs with more precision in order to secure the most appropriate volume of raw water or cash-in-lieu of raw water for new water customers. Staff presented the conceptual proposal to the W&S Board in September and will present a more refined proposal to the Board in October. Staff intends to have the proposal approved by the Board by the end of 2018 with the code revisions finalized in the spring of 2019.

E) W&S leadership and technical staff recognize the importance of demand management, conservation and investment in water efficiency measures at public properties. To that end, 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. Further evaluation of gravel pit storage options and non-potable system demand shifters are under investigation for creating more opportunities to best utilize the best water supplies for the most appropriate uses. W&S staff is also coordinating, engineering and including final design and construction monies for 2019-2020 budget for major efficiency improvements at Boomerang Golf Course to be completed in the off season. Those efficiencies at our public golf course are designed to better manage the leaky ponds and other system losses, create more efficient application of irrigation water and limit the facility's water demands by limiting significant inefficiencies in the non-potable water storage and irrigation systems.

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5. IMAGINE GREELEY INITIATIVE – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

Purpose: To arrive at a recommendation to City Council for a possible ballot issue, asking the voters to reauthorize the sales tax rates approved by voters in 2002 (Quality of Life projects) and 2004 (Public Safety facility). These rates, .30% and .16% will expire in 2022 and 2024 respectively. The funds generated by these taxes built projects such as the Funplex, the Ice Haus, new parks and a new Police Headquarters. These taxes also provided approximately \$1 million in operating funding. The sales tax generated from continuing the .46% rate could pay for capital and/or operating needs in the future. In 2016, staff held two “Imagine Greeley” citizen forums to generate future need ideas. In 2017, this effort paralleled the Comprehensive Plan Update. The intention is to collaborate with the community to vision a future Greeley while at the same time creating a financing plan so that important elements of the Comprehensive Plan can be implemented. A citizen committee has been formed to review the project ideas with the intention of a November 2018 ballot initiative.

3rd Quarter Update:

The tax re-authorizations will be on the November 6 ballot. The City is mailing a piece on the ballot issues that the League of Women Voters approved. Staff members are doing interviews on various radio stations and the newspaper. The City, in a joint effort with Evans, will be running both print and radio ads about the ballot length and that people should vote from the “bottom up” to make certain we vote on local issues. Three videos were produced to talk about the use of the tax dollars.

6. ENTERPRISE RESOURCE SYSTEM – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

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 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.

3rd Quarter Update:

The City received nine (9) proposals to the City’s RFP for a new ERP system. The City’s review team is analyzing the proposals and attempting to get the number of proposals to three (3) to have “vendor” presentations on how their system works. These presentations will occur during the remainder of Oct and November. Simultaneously, the City is ensuring the costs between the three selected proposals are comparable. A recommendation to the City Manager will be made prior to the end of the year.

7. COMPREHENSIVE PLAN IMPLEMENTATION – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

Purpose: With the adoption of the Imagine Greeley comprehensive plan, staff will endeavor to create an implementation strategy for the plan including tying it to the annual work program, the budgeting process and the performance measure process.

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3rd Quarter Update:

Department Directors are meeting about the long term strategic needs of the organization. These needs include the major types of expenditures as well as consideration of how to weave these large issues with daily operating needs in the operating budget. A plan will be developed to be included in the allocation of any 2018 End of the Year available cash balances.

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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 affecting 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.

CITY CLERK'S OFFICE & MUNICIPAL COURT – 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.

3rd Quarter Update:

Several City departments have scheduled City Council review of various proposed Code changes, and the codifier, MuniCode, is engaged in their part of the review, which includes identification of conflicts, inconsistencies and obsolete provisions in connection with the Colorado State statutes, as amended through the most recent legislative session and identification of internally conflicting provisions and redundancies. Thus far, this project is on track to be completed by the end of 2019.

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

2. Police Chief Selection

Purpose: Police Chief Jerry Garner announced his resignation effective June 1 and a national search process selected his successor, Chief Mark Jones.

Quarterly Update: Complete

A selection process, which included interviews with 3 community/employee groups as well as a one on one interview with the City Manager, was held. Mark Jones was selected as the next Greeley Police Chief.

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3. Homelessness

Purpose: Traditionally, the issue of homelessness has been addressed at the County level and by numerous social service not-for-profits. That said, the City has always had to address many of the consequences of this

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challenging problem including cleaning up unsanitary conditions made my transients living under bridges and other areas of the City and address real and perceived crime. During the past several years, the City has been involved in creating an overall strategy for Homelessness with the United Way known as Weld's Way Home. One tangible effort to support this plan was the City agreeing to fund the rent for a Homeless Shelter for three years. In 2018, staff will prepare a long range plan of suggested direct involvement by the City in addressing not only the consequences of homelessness but also in addressing the issues that lead to homelessness in the first place.

3rd Quarter Update:

Staff continues to meet regularly with the Weld's Way Home team to work on the implementation strategies from the Homeless Strategic Plan. In this quarter, staff supported United Way staff to add a Housing Navigation Center at that location to work on homelessness prevention. Work undertaken included cleaning, some limited remodeling, and working on collaborative staffing arrangements and United Way hired staff to manage the new center. An open house for the Housing Navigation Center was planned for mid-October, but was delayed due to building code issues. The Cold Weather Shelter is still expected to open on November 1st.

Staff also led the work to re-establish an active board of the High Plains Housing Development Corporation, a local non-profit, to be a force in facilitating the establishment of affordable and supported housing options. The new board was established and had had two meetings in the last quarter to handle various mechanical issues and begin to explore opportunities to support the development of affordable housing for the community.

4. 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 focus the next general work on a broader community image initiative.

3rd Quarter Update:

Staff renewed a contract with its image consultant to work on a new community image campaign for 2019 and identified a group of community representatives to weigh in on a variety of new image messaging and platforms. This work will continue in the following quarter.

COMMUNITY DEVELOPMENT DEPARTMENT – BRAD MUELLER, COMMUNITY DEVELOPMENT DIRECTOR

5. Case Management Improvements

Purpose: Customer service is of critical importance. This activity involves improvements to a number of processes within Community Development in this regard. In 2016 software options were analyzed and in 2017 funding was provided to purchase and begin implementation of the selected software, TRACKiT. This new system should be fully operational by June 2018.

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3rd Quarter Update:

TRAKiT was successfully implemented on June 6, on-time and on-budget. A version update by the vendor shortly after resulted in the public-facing function (called “eTRAKiT”) to become non-functional, resulting in a delay in the launch of that element. However, all elements are now working, and staff is becoming adept at using the program, which assists in case management, workflow, documentation, and archiving. Other case management improvements have been over-shadowed by the loss of Engineering Development Review staff. Management is responding through the use of contract employees and temporary assignments from other city departments; it is a key priority to successfully recruit and fully staff the Engineering Development Review Division.

6. Pursue Key Planning Intergovernmental Agreement

Purpose: In 2017, Weld County Government submitted an annexation petition to the Town of Kersey for a portion of the Weld County Parkway that is in the City of Greeley’s Long Range Expected Growth area. The City objected to this annexation but the Town of Kersey proceeded with the annexation. This situation highlighted the need for planning agreements with Weld County and Kersey. This work program item will address this need.

3rd Quarter Update:

A draft Kersey, Evans, Greeley (KEG) Intergovernmental Agreement was reviewed with the Planning Commission and City Council in worksession. There is substantive agreement between the three parties regarding all key elements: a shared vision along the South Platte River of protecting open lands and environmental areas, a limitation of certain land use types, and respecting town gateways. Staff will continue to finalize the document in the Fourth Quarter, with the goal of adoption this year.

7. Housing Strategy

Purpose: Housing has become a significant issue not only in Greeley but along the entire Front Range. The recently adopted comprehensive plan object HO 1.1 contemplates the creation of a comprehensive housing strategy.

3rd Quarter Update:

A draft of the Housing Strategy Plan was reviewed this Quarter with both Planning Commission and City Council members, with support for the various draft policies that promote development code changes, housing incentive programs, and possible financing changes. The Plan will be completed by the end of the year and will provide a starting work program for the newly-formed Economic Health and Housing Department, whose new director will come on board in the Fourth Quarter

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

8. Colorado Health Grant

Purpose: In 2017, an application was made for a Great Outdoors Colorado (GOCO) Inspire Grant. Unfortunately, we were not successful in becoming a finalist. However, we did receive \$20,000 planning grant

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from the Colorado Health Foundation that could ultimately provide funding of \$1 million for various outdoor youth learning programs. Staff will implement this planning grant and apply for the larger grant in 2018.

3rd Quarter Update:

Staff received an informal announcement from the Colorado Health Foundation that the City of Greeley is a recipient of our grant application. More formal communications and a public announcement is forthcoming. The grant will be for \$1 million spread over a three-year period and staff has worked a preliminary plan to expend funds for various projects. Included in the submittal is the hiring of a staff person to assist in community/neighborhood outreach as well as monitoring of the grant. Staff will be requesting a VISTA from United Way to perform these tasks.

9. Poudre River Restoration Project

Purpose: In 2016, a total of 360 acres was purchased along the Poudre River Trail through a Great Outdoors Colorado (GOCO) grant. In 2017, the City partnered with the Army Corps of Engineers on the design of improvements to these lands including wetlands construction as well as trails and observation platforms. In 2018, these improvements will be constructed.

3rd Quarter Update:

The Corps of Engineers Poudre River Restoration Project is well underway and the majority of grading and earthwork should be completed by mid-November. All work is being limited to the Signature Bluffs Natural Areas site (the “Red Barn” site off of 71st Avenue). Due to the time of the year, vegetation seeding and other plants will be completed in the spring of 2019. As this is a construction site, public access is restricted. However, the Poudre Trail through the area will remain open at all times.

10. Natural Resources & Open Lands Division

Purpose: With the completion of the Parks, Trails and Open Lands plan (PTOL) and the update of the Comprehensive Plan, the residents of Greeley have expressed a high priority for being stewards of Greeley’s natural environment. Numerous projects have been advancing over the years including completion of the Poudre River Trail and continued work on various community trails that connect to this valuable community asset. In addition, the City has added hundreds of acres of open space lands. In 2018, the option of further developing a Natural Resources and Open Lands Division within the Culture, Parks and Recreation Department will be undertaken.

3rd Quarter Update:

As City Council has preliminarily agreed with the concepts presented for the 2019/20 budget, staff is preparing to hire a newly created Natural Resources Superintendent position to oversee a new Natural Resources Division within the Culture, Parks and Recreation Department. A job description has been developed and recruitment of the Superintendent will begin before the end of the year.

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ECONOMIC DEVELOPMENT DEPARTMENT – ROY OTTO, CITY MANAGER/BECKY SAFARIK,
ASSISTANT CITY MANAGER

11. Downtown Redevelopment

Purpose: In 2017, the new Downtown Hotel and Conference Center opened. This project was facilitated by a City issued RFP. Capitalizing on this investment to encourage new private sector redevelopment in the Downtown will be the focus of this work program item in 2018.

3rd Quarter Update:

In the 1st Quarter, Council approved the establishment of a Redevelopment Incentive Program (RIP), which allowed a pool of one-time carryover funds of \$5MM to underwrite City Development fees for the project at a level proportional to the amount of private investment in new building construction value. RIP funds were approved for the Richmark mixed use development on 3 different but related sites on 8th Avenue and work is progressing on those projects. In the 3rd quarter, staff has met with 2 additional housing developers who are exploring similar redevelopment projects.

12. City-Greeley Urban Renewal Authority (GURA) Cooperation Agreement

Purpose: This agreement was created and approved in 1975 and has had numerous amendments since then as GURA's role expanded and special projects were initiated or as clarification was necessary based upon changes to State Law. Over the past several years, the level of Community Development Block Grant funding received by the City from the Federal Government has diminished such that it is not sufficient to fund the administrative operations of GURA without City General Fund resources. GURA is a very important resource to help the City achieve its Economic Health, Housing and other social service needs. This work program will include a review of creation of an Economic Health and Housing Department that would address the long term management and utilization of the services made available by GURA and would ultimately involve a new agreement that would clarify the role GURA plans as an agent for the City in its redevelopment work and eliminate obsolete references or completed project agreements.

3rd Quarter Update:

Staff continues to work through the City/GURA agreements covering the last 42 years, represented by 18 agreements/amendments. Those agreements will be replaced by a new and updated Cooperation Agreement, which is under development at present. A draft of this agreement is expected by years' end.

13. 16th Street Corridor Improvement Strategy

Purpose: 16th Street is essential link between the UNC campus and the 8th Avenue Entryway Corridor to Downtown. The DDA and UNC have agreed to participate in the partial funding of the development of a vision for this corridor consistent with what has already been completed on 8th Avenue.

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3rd Quarter Update:

A scope of services was created for this development plan, and funding secured from the City, the Downtown Development Authority, the University of Northern Colorado, and Banner Health as project partners. A contract was executed with BHA to assist with the concept design process, an initial planning meeting conducted, and a schedule of work established. A community open house with well over 50 attendees was held the end of July, hosted by the University District Team. Ideas and comments were recorded, summarized and will form corridor design concepts to share back with the business in the following quarter.

FINANCE – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

14. Water/Sewer Bonds

Purpose: In order to advance the capital project program of the Water/Sewer Department, the Finance Department will process a bond issue.

3rd Quarter Update:

As of this writing, the Council adopted the appropriate ordinances and resolutions authorizing the Finance Department to issue up to \$45 million of water bonds and \$12 million of sewer bonds. The debt will be sold mid-October, per the City's Charter.

15. 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.

3rd Quarter Update:

The Finance and Water Departments have been working on a new Badger meter system for high end users. Once these are installed, the customer can see their water use in "live" time. The challenge is making certain the meter reads and transferred to our billing system at the appropriate time. It is important to operate this new meter reading process in a "beta" format – with 400 customers – as it is the future of meter reads. The City currently uses an application for customers to see their usage, but it is not in "live time." We are going to experiment with the Badger system for the next year to help determine if this is something we want to build into the new UB System.

FIRE DEPARTMENT – DALE LYMAN, FIRE CHIEF

16. Fire Department Accreditation

Purpose: This 2-year work program item will provide for a wholesale review and accreditation of the Fire Department.

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3rd Quarter Update:

One major component of the process is completing a department strategic plan. A supplemental budget request for a strategic planning consulting group has been included in the 2019 budget. Once final approval of the budget is complete, the strategic planning process will be scheduled.

17. Community Wildfire Protection Plan

Purpose: Wildland fires are becoming a more serious threat. In 2018, the GFD will develop a wildfire protection plan.

3rd Quarter Update:

A draft plan has been completed and is in the peer review stages.

HUMAN RESOURCES DEPARTMENT – SHARON MCCABE, HUMAN RESOURCES DIRECTOR

18. Union Negotiations

Purpose: The Fire and Police Union bargaining agreements will expire on December 31, 2018. Human Resources will lead the bargaining efforts with representatives of the Fire Fighters' Union and Police Officers' Association to negotiate the terms and conditions of the collective bargaining agreements.

3rd Quarter Update:

At their August 7, 2018 meeting, Council approved an ordinance ratifying and adopting the Collective Bargaining Agreement with the Fire Fighters' Union.

At their August 7, 2018 meeting, Council approved an ordinance ratifying and adopting the Collective Bargaining Agreement with the Police Officers' Association.

19. Succession/Workforce Planning

Purpose: Human Resources is developing a comprehensive approach for maximizing the potential of all employees and ensuring the right people are in the right jobs. In 2018, the focus this effort will be at the executive and managerial levels of the organization. The goal is for a sustainable workforce plan that includes internal activities as well as partnership with an external professional service firm. A comprehensive review of the annual evaluation process will be included with this work.

3rd Quarter Update:

The Succession/Workforce planning project was awarded to RS Tipton, PBC and a contract signed in September. Kickoff for the project (PROpel) with City Manager, Department Directors and Managers was held on September 12; an employee survey was conducted and will be followed by facilitated employee focus group meetings October 22 through November 16. Report and recommendations for career development and succession planning next steps to be reviewed with Executive Team in mid-January, 2019. The performance evaluation form and criteria on which employees are evaluated has been modified and approved by the City Manager and Executive Team. Training for supervisors and employees will be conducted throughout November and December with the new form and criteria to be effective January 1, 2019.

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INFORMATION TECHNOLOGY DEPARTMENT – MARK HOEKSTRA, INFORMATION TECHNOLOGY DIRECTOR

20. Strategic Plan

Purpose: The current IT Strategic Plan is for the period 2014-2018. With the change to new IT management and the expiration of the current plan, it is important that the organization identify its highest needs for the next 3-5 year period.

3rd Quarter Update:

We presented the 2019-2020 Information Technology budget and have created a Technology Collaboration Team to help with IT Governance. This team will help us prioritize and implement the strategy. The program is now complete and we have moved implementation of the strategy into ongoing operation activities.

21. Security 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. This will include hiring a new Security position at the management level. This position will work with all employees and vendors in the development of security protocols.

3rd Quarter Update:

Our security analyst has created a framework for conducting cybersecurity governance and has initiated our Security Steering Committee to oversee ongoing operations. We adopted NIST as a security framework and will implement our Risk Management Framework in Q4.

POLICE – MARK JONES, POLICE CHIEF

22. Injury Accident Reduction

Purpose: Injury involved and fatal accidents continue to increase in Greeley. The GPD will combine targeted enforcement with a "Drive Friendly" public service and information campaign in an effort to reduce the number of serious accidents in 2018.

3rd Quarter Update:

During the 3rd quarter of the year, total accidents were up 5.5% as compared to the same time last year. Injury accidents have decreased by 13% when compared to 3rd quarter 2017. G.P.D continued its marketing efforts with the "Drive Nice Think Twice" campaign.

23. Reduce Response Time to Priority One Calls

Purpose: As the city grows in population and geographically the time it takes for an officer to arrive at a Priority One (emergency) call has increased. In the 2018 budget, three police employees were added as well as two

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additional dispatchers focused on Greeley at the Weld County E911 Communication Center. This year GPD will attempt to reduce response times by carefully deploying these new resources.

3rd Quarter Update:

During the 3rd quarter of 2018, the average response time to priority one calls remained consistent with a 6 minute 42 second response time. This is only one second longer than the response time in the 2nd quarter.

24. Provide Additional Supervision On The Street

Purpose: GPD's leadership staff has recognized the need for additional first-line supervisors, most especially on the Patrol watches. In 2018, staff will research the potential of creating a new rank of police corporal to bolster supervision and contribute to employee career development.

3rd Quarter Update:

As GPD staff explored the possibilities of creating a new rank to bolster first line supervisors they found numerous obstacles to this becoming a reality. One such obstacle would be adding this rank to the Greeley Police Officer Association contract and at this point in time they were not interested in doing so. When GPD conducts their 2019 staffing analysis we will have better direction as to our future supervisor needs.

PUBLIC WORKS DEPARTMENT – JOEL HEMESATH, PUBLIC WORKS DIRECTOR

25. 10th Street Access Control and Streetscape Improvements

Purpose: This multiyear program began in 2012. To date, pieces of the project have been completed from 23rd to 30th Avenues. The balance of the project has now been designed between 23rd and 35th Avenue. In 2017, staff secured the necessary right of way to complete the project. Final construction is scheduled to begin in late summer 2018.

3rd Quarter Update:

All ROW has now been secured and final ROW clearance and plan review by CDOT is proceeding. Project bidding is anticipated to begin in December 2018 with construction to start in Spring, 2019.

26. 27th Avenue Stormwater Improvement

Purpose: This multiyear project began in 2015 and represents the single largest stormwater project in the City's history. This next phase will include an updated study of flows that intersect the No. 3 ditch and will determine a plan to route and handle these stormwater flows. Construction of Clarkson Channel Improvements north of 4th Street near the Boys and Girls Club will begin this summer and continue into early 2019.

3rd Quarter Update:

Woodbriar Park was awarded an Honor Award for Outstanding Achievement by the Colorado Association of Stormwater and Floodplain Managers. That project is now in the closeout phase. Early Work for the Clarkson Channel Improvements is underway to improve capacity of the channel that takes water from the No.3 ditch near the 23rd Ave Boys & Girls club and takes the water north to the river. Channel work will extend from 4th St to "C" St. Work will begin in November and continue through April 2019.

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27. Poudre River Flood Review and Improvements

Purpose: In major spring runoff events the Poudre River tends to flood streets in the area from approximately Island Grove Regional Park to Ash Avenue. This study began in 2017 to analyze potential options to reduce flooding in this area. Additionally, the State of Colorado's Poudre Risk Map flood plain study is ongoing and must be monitored for potential adverse impacts to the community.

3rd Quarter Update:

Staff reviewed the draft and consultant is making revisions as requested. Final report will be complete by the end of the year. Floodplain Manager is keeping track of developments with the Risk Map Poudre River floodplain update and will coordinate with other Staff and citizens as this is finalized, though that may be several years out.

28. 71st Avenue Widening

Purpose: One of the commitments of the Keep Greeley Moving program was the multi-year project to widen 71st Avenue from 12th Street to 22nd Street. In 2017, design and right of way purchases were completed. Construction will begin in the spring of 2018 and continue through the end of the year.

3rd Quarter Update:

Construction is on schedule for completion of the bridge and road by mid-November, 2018. Landscaping will be completed in Spring, 2019.

WATER AND SEWER DEPARTMENT – SEAN CHAMBERS, INTERIM WATER & SEWER DIRECTOR

29. Significant Capital Project Implementation

Purpose: The Water and Sewer Department is the most capital construction intensive Department in the City operation. 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: The Right of Way Acquisition for the Gold Hill portion of the Bellvue Transmission Pipeline, Water Treatment Plant Improvements, North Greeley Sanitary Sewer Interceptor Improvements and the Ashcroft Draw Sewer Improvements.

3rd Quarter Update:

Bellvue and Boyd Lake Water Treatment Plant Improvements

Construction of process improvements are underway to both of the Cities water treatment plants. SCADA (process control) improvements, replacement of aging chemical feed lines, and sludge pumping improvements at the Boyd Lake WTP construction activity were completed during the spring. A consultant was recently selected to design additional process enhancements that will provide a higher quality finished water, allow the plant to operate year-round while providing indoor chemical storage, and also ensure that backup electrical power is available.

Construction of the 20 MGD replacement filter train at the Bellvue WTP is underway and scheduled to be completed 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.

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Construction of the exterior walls is nearing completion and is on schedule. The rest of the Bellvue WTP was taken out of service during October to accommodate construction related activities. 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 phase 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 begun the process of 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. Environmental, cultural, and wetland studies were completed in 2017 to establish a corridor for the pipeline that would meet the criteria for the US Army Corps of Engineers authorization of the 404 Permit for any jurisdictional wetlands. An alignment 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 completing an offer letter for this easement. The REM and project manager are in discussions with the landowners regarding route selection across the 257Bend and the Extraction Oil and Gas properties.

Ashcroft Draw Phase I, Phase II, and Lift Station

The first phase of the Ashcroft Draw project was completed during November 2017. This will allow 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 71st Avenue has been completed. Phase II will be officially completed once Public Work's completes the widening of 71st Avenue and Sheep Draw Bridge projects. Design of the lift station is scheduled to get underway during 2019.

North Greeley Sewer Phase II

Construction of Phase II of the North Greeley Sewer was scheduled to be initiated during the fall of 2017. However, construction activities were delayed as additional utility conflicts were identified when the contractor was potholing adjacent to the Union Pacific Railroad Crossing. One fiber optic line conflicted with the path of the proposed sanitary sewer bore, while another fiber optic line was determined to be greater than 30' deep but it could not be found by potholing to confirm the vertical clearance it will have with the North Greeley sewer. Since significant cost penalties will be incurred if the fiber optic line is damaged a decision was made to redesign the proposed UPRR Crossing. The redesign effort was completed in early 2018. A new crossing permit was received from Union Pacific in addition to a new 404 permit accommodating the shift in the proposed river crossing for the North Greeley sewer. However, right-of-way acquisition stalled for the new alignment and Council authorized staff to utilize eminent domain if necessary to acquire the necessary right-of-way. Discussions with the two landowners continue to be underway. Construction activity will start after these easements are acquired and the river levels have dropped to where the contractor can safely work without having to provide excessive dewatering.

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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 & MUNICIPAL COURT – BETSY HOLDER, CITY CLERK

3rd Quarter Update:

In September, City Council referred two sales tax extension measures to the voters for the November 6, 2018 Coordinated Election. Greeley's portion of the ballot was finalized in September and ballots are to be mailed the week of October 15th. City Hall is again hosting a 24-hour ballot drop box, and it is located on the south side of the property. It is under camera surveillance, and the ballots drop from the outside box to a locked vault within the building. Weld County Election judges will retrieve ballots daily from the vault.

The \$50,000 grant contract was received in the 3rd quarter from the Division of Local Government, which triggered the approval to design & build the powered, high-density shelving units for the new Central Records Center in the City Center. A 10-week construction and 2-week installation schedule is anticipated, with completed expected by the end of January. City departments who are transferring paper records to the Center began planning their move in August, and groundwork will continue throughout the 4th quarter in preparation for the physical move after the shelving units are installed. Updated inventory software will complement the move to the new center and the consolidation of these records. Although the Central Records Center will house paper records/books/binders/maps, the Clerk's Office continues to work with City department to digitize select types of records. The Clerk's Office is currently working with the Public Works Department to convert paper maps and drawings to images for improved accessibility.

Progress was made in the 3rd quarter in the research and acquisition of software to automate the workflow and compilation of the weekly City Council agendas. Implementation begins in October and completion is expected by year-end. Once the product is mastered, other departments will be invited to utilize the software (perhaps for the Water/Sewer Board agendas and the Planning Commission agendas, etc.).

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CITY MANAGER'S OFFICE & ECONOMIC DEVELOPMENT DEPARTMENT— ROY OTTO, CITY MANAGER/ BECKY SAFARIK, ASSISTANT CITY MANAGER

3rd Quarter Update:

The Greeley Creative District hosted the State of Colorado Creative Industries Summit over a 3-day period in May bringing nearly 500 conference attendees into Downtown Greeley for the sold-out event. Participant feedback was excellent and the State quite complimentary of Greeley's support and role. The Creative District has hosted 3 'Cacophony of Creatives' networking sessions through the 3rd quarter, held its annual Agriculture Feast fundraiser in August, and has solicited speakers for the 4th Quarter Doc Talks and Do Tell events.

The new Poudre Trail Manager successfully managed the Trail's annual Poudre Trail-athlon with several hundred community members enjoying a morning of outdoor activities and informational stations. In this quarter the "Party for the Poudre" fundraiser, kicking off a year-long campaign to highlight the Trail's 25th Anniversary, was held at Island Grove with good attendance. Participants also participated in a survey to help weigh in on the next set of Trail priorities.

The Neighborhood Resource Office, in partnership with Culture, Parks and Recreation, and the Communications and Engagement Office, continues its work with a VISTA Volunteer who is working on ways to improve the City's Volunteer Resource Program. The NRO facilitated two Neighborhood Improvement Grants and distributed Block Party supply vouchers, completed its hosting of several well-attended HOA Neighborhood Workshops, and managed the annual East Memorial Neighborhood Celebration, a well-attended area block party with a free use of Discovery Bay, several community booths, and professional kite-flyer demonstrations. Event feedback was excellent. The Summer Farmers' had a record number of vendors and seasonal goods and is preparing now for its Winters' Market. The annual Billie Martinez Neighborhood Celebration in the 3rd Quarter had over 400 participants, debuted the latest Armando Silva mural on the east side of the Rodarte Center and gave a preview of the work on the new west entry of the Center.

COMMUNITY DEVELOPMENT DEPARTMENT – BRAD MUELLER, COMMUNITY DEVELOPMENT DIRECTOR

3rd Quarter Update:

New Development Review (Planning & Development Engineering) -- Staff conducted 359 development reviews through the end of the 3rd Quarter. New development activity continues to remain at high rates. Staffing levels have created some turn-around challenges, which is being managed through outside consulting help and filling vacancies as quickly as possible; staff is proactively advising applicants who might be affected.

Coming Out of the Ground / Going Into the Ground

Commercial/Industrial Projects:

- UC Health Greeley Health Center (6767 29th Street) – construction activity has begun on the 25-acre medical campus

2018 WORK PROGRAM AND DEPARTMENT UPDATES

- UNC Campus Commons (North of 22nd Street/Between 10th Avenue and 11th Avenue) - Expansion of existing UNC University Center
- Mountain View Evangelical Free Church (6253 28th Street) - 4,900 sf addition
- Circuit Trucking (306 16th Street) - 8,500 sf maintenance shop and office
- Anderson Salvage Expansion (1490 E. 8th Street) – Construction of a 30,000 SF building and a 24,000 SF building
- North Range Behavior Health (2350 3rd Street Rd) – building addition
- Union Colony School Expansion (2000 Clubhouse Drive) – 22,358 sf addition
- Syntax Spirits Distillery (700 6th Street) – Remodel for a distillery use
- Journey Christian Church (4754 31st Street) – 5,500 SF expansion
- Top Shelf Printing (5807 20th Street) – 22,000 sf expansion
- J & B Machine (370 E .16th Street) – New 10,346 sf building
- Dutch Brothers Coffee (4704 24th Street) – Drive-up coffee shop
- Discount Tire (23rd Ave / 29th Street Rd) – New auto repair facility
- Popeye’s Chicken (4353 Centerplace Drive) – New restaurant with drive-thru
- Allnutt Funeral Home (20th Street / 65th Ave) – 14,000 sf funeral home
- Greeley Skilled Nursing Facility (2450 44th Avenue) – 52,578 sf rehab facility
- Boomerang Self Storage (7025 8th 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
- University Schools Multi-purpose room facility – 6,300 sf building
- La Tuxpena Carniceria – New meat / deli market – 2,400 sf retail building
- Gerber Auto Body (2830 31st Avenue) – 4,000 sf addition
- SRC Greeley Roth-Bluff Oil Gas USR –24 horizontal oil and gas wells

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
- Peakview Trails Apartments (1512 60th Avenue) – 96 unit senior housing facility
- Reserve at Hunter’s Cove (South of 1st Street/West of 59th Avenue) – 46 multi-family units
- The Reserve II @ West T-Bone Ranch (SWC of 29th Street and 58th Avenue) – 76 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 71st Ave) – 68 units
- Westpoint Filing #7 (59th Ave / 4th Street) – 31 sf lots
- South Madison Apartments “Block 164” (1509 8th Ave) – 57 Units
- South Madison Apartments “Block 165” (8th Ave / 16th Street) – 83 units
- South Madison Apartments “Block 172” (8th Ave / 17th Street) – 81 units
- Greeley Lodge Senior Living (4417 Centerplace Dr) – 92 Units

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- Village Cooperative of Greeley (427 24th St Rd) – 52 units

New Construction Building Inspections – Inspection stops are still off in September, although with the roofing permits, we are catching up to 2017 numbers, but Fire Inspection stops are still down, the overall difference is due for the most part of our loss of our primary fire inspector last October. We currently have 8,195 YTD total stops in 2018 versus 9,561 in 2017. This equates to an average of 9.0 inspection stops per inspector, per day, off from 2017's number of 10.3. The noticeable drop in number of average inspection stops is due in part to having added an additional electrical inspector.

New Construction Building Plan Review – Reviews for 2018 started strong and have continued, the last couple of months have been very busy, at 613 total reviews, compared to 420 in 2017. Currently exceeding our goal of 95% of the set time, with turn-around times of half the time set for goals in 66% of new construction, and 64% of remodels.

Civil Inspections – This group of new water/sewer line, street, and other infrastructure inspectors was re-organized one year ago as a single unit. The end of the Third Quarter represents the end of the heavy construction season, and this group has been successful in finding new efficiencies and providing a more consistent level of inspections. The team has just moved into consolidated offices with other Community Development staff at the City Center North building.

Code Compliance – Code has seen a busy 3rd Quarter, managing 997 cases and 2330 total field inspections, and 2880 total cases managed YTD. Those numbers compare to 974 cases, 1576 inspection, and 2880 YTD cases in 2017. During this time, 719 Courtesy Warnings and Notices were issued, and 92% of those properties complied within 7 weeks. 119 Notices of Violation were issued, and 59% of those complied by week 7. The Code staff continues to operate proactively with 56% of all cases being observed by the inspector, while the remaining 44% originated via complaint. Our newest inspector was added in April, and was on her own starting in June, she is working efficiently and effectively as she continues to learn her job in greater detail.

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 11th Avenue. Meeting agendas are posted at <http://greeleygov.com/government/b-c/boards-and-commissions/planning>

July 10, 2018

- Rezone of 1.293 acres located at 5401 9th Street from Planned Unit Development (PUD) to Commercial Low Intensity (C-L) to allow additional uses (approved 6-0, one commissioner absent)

July 24, 2018

- Use by Special Review on 1.27 acres located at 725 16th Street with intent to develop 83 multi-family units (approved 5-0, two commissioners absent)

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- Amendment to Development Code regarding Wireless Communications Facilities (approved 4-0, two commissioners absent; one excused from hearing)

August 14, 2018

- Use by Special Review on .347 acres located at 1432 2nd Street to allow for 120-foot public safety communication tower (approved 5-0, two commissioners absent)

August 28, 2018

- Use by Special Review on .659 acres located at 7004 10th Street to allow for 4-bay auto repair facility (approved 7-0)
- Rezone of 9.97 acres located at 1140 East 8th Street from C-D (Conservation District) to I-M (Industrial Medium Intensity) to allow for additional uses (approved 6-0, one commissioner recused)

September 11, 2018

- Use by Special Review on 122 acres located south of 10th Street and east of 95th Avenue to allow up to 48 horizontal oil and gas wells and associated equipment (approved 7-0)
- Request for Preliminary Subdivision to develop 14.08 acres located north of 24th Street Road and west of 42nd Avenue for three- to four-unit attached dwellings (approved 7-0)

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 11th Avenue. Meeting agendas are posted at <http://greeleygov.com/government/b-c/boards-and-commissions/planning>

July 10, 2018

- Consideration of variance request to allow for 19.5 foot accessory structure in rear setback where 14.6 foot structure is allowed on .218 acre parcel located at 2014 5th Avenue in R-H (Residential High Density) zone district (approved 6-0, one commissioner absent)

July 24, 2018

- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on 4.19 acre parcel located at 1470 71st Avenue in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on .5 acre parcel located at 1530 71st Avenue in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)

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- Consideration of variance request to allow 5-foot retaining wall in front setback where 42-inch retaining wall is allowed on 2.28 acre parcel located at 1545 71st Avenue in H-A (Holding Agriculture) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on 2.5 acre parcel located at 1607 71st Avenue in H-A (Holding Agriculture) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on 2.5 acre parcel located at 1615 71st Avenue in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on 2.5 acre parcel located at 1627 71st Avenue in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow 8-foot privacy fence in front setback where 42-inch fence is allowed on 4 acre parcel located at 1727 71st Avenue in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)

August 14, 2018

- Consideration of variance request to allow for 7.7 foot retaining wall where 6 feet is allowed on 2.483 acre parcel located at northeast corner of 115th Avenue and 24th Street in I-M (Industrial Medium Intensity) zone district (approved 5-0, two commissioners absent)
- Consideration of variance request to allow for 6-foot solid fence in front setback where 42-inch fence is allowed on .217 acres parcel located at 2615 21st Street in R-L (Residential Low Density) zone district (approved 5-0, two commissioners absent)

Historic Preservation Commission

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

July 2, 2018

The Historic Preservation Commission did not convene on July 2.

July 16, 2018

- Request for Certificate of Approval for roof replacement at McCutcheon House, 1215 11th Street (approved 6-0, one commissioner absent)
- Request for Certificate of Approval for roof replacement at Borgens House, 415 13th Street (approved 6-0, one commissioner absent)

August 6, 2018

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- Request for Certificate of Approval for rear window replacement at 808 8th Street (approved 7-0)
- Request for Certificate of Approval for roof replacement at Baldwin House, 1221 18th Street (approved 7-0)

August 20, 2018

- Request for Certificate of Approval for rear privacy fence at 822 9th Street (approved 5-0, one commissioner absent, one vacancy)
- Request for Certificate of Approval for wall sign at 1214 9th Avenue (approved 5-0, one commissioner absent, on vacancy)

September 3, 2018

The Historic Preservation Commission did not convene on September 3.

September 17, 2018

- Request for Certificate of Approval for site alterations and exterior rear door at 1411 9th Avenue (approved 5-0, two commissioners absent)
- Request for Certificate of Approval for solar panels at 917 13th Street (approved 5-0, two commissioners absent)
- Request for Certificate of Approval for roof replacement and ADA ramp at 955 39th Avenue (approved 5-0, two commissioners absent)

Construction Trades Advisory and Appeals Board

The Construction Trades Advisory & Appeals Board meets periodically as necessary. There were no meetings in the third quarter.

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

3rd Quarter Update:

Culture Division

Festivals – 1) **Arts Picnic** at the End of July was a record breaker with an estimated 24,000 attending over two days. Beautiful weather, additional exposure from Greeley Unexpected, and the hype around the 40th Anniversary combined for a “perfect storm”. 2) Applications for the **2018 Festival of Trees** have been reviewed and all the display spaces are full. The Greeley Philharmonic Orchestra is preparing to distribute posters, gathering silent auction items, and the Festivals Coordinator is working on marketing the event.

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Museums – July was a very busy month for the Historic sites portion of the museum system. Staff partnered again with the Greeley Stampede and, although attendance was down some, visitors enjoyed having the living history museum as a part of the overall Stampede experience. Another returning partnership is with Weld County Fair at the end of July and this year museums staff assisted with demonstrations outside the Village at the “Pavilion”. Attendance was also down for this event in 2018 (but store sales exceeded the previous year). On July 29, the museums sites sustained substantial damage at White-Plumb Farm to roofs and crops during a severe hailstorm. Several roofs will be replaced with architectural shingles, approved by the Preservation Commission, which will last much longer than the existing cedar shake. We will also be removing an old lift at the Farmhouse constructing a new concrete ramp to an expanded back deck area. Staff reviewed collection items with members from the Comanche Nation under NAGPRA laws and representatives will do further research to determine if a petition is necessary to repatriate any items back to tribal nations. A brand new exhibit, “Unsolved” opened at the Greeley History Museum in September, with a G-Town Tour ending at the opening reception!

Museum Advisory Board

July: Staff provided an update on humidity levels in the Museum with all the recent damp weather and the pending replacement of the HVAC systems are expected to help reduce those high readings. Staff proposed deaccessions were accepted and approved as submitted.

August: Staff reported the completion of the grant-funded re-installation of the historic windmill at Centennial Village, along with a head gate. This provides an opportunity to discuss water, irrigation, and agriculture and its connections with our history. The Friends of the Greeley Museum reported a change in their partner for the Beer Garden at Potato Day. The Friends also financially sponsored the opening reception of the new “Unsolved” exhibit.

September: Staff reported over 60 attendees on the cemetery tour, collaborative project between Museums and the Linn Grove Cemetery staff. Final self-guided tour panels are installed at Centennial Village. Additionally the Cell Phone audio tours have been translated and recorded in Spanish. All deaccessions on the Consent agenda were approved as recommended by staff.

Public Art – “Cadence” in the City Center was finalized in July and dedicated in September as a part of the grand opening of the newest City of Greeley facility. Woodbriar Park artwork is completed. Storm drain murals were finalized in the summer with four drains painted by high school students as a pilot program for a potential new ongoing program. Frank Garza completed a new 7-panel mural in the covered walkway between the Art Alley and 8th Street Plaza, titled “Spectrum.” Damage was found on “Play Bow” during routine inspections, and the repairs should be covered by warranty – the large dog sculpture was removed for repairs and should return in the spring. Damage was also found to the Amos Robinson “Greeley Sweethearts” kinetic bike at Josephine Jones park.

Greeley Art Commission

July: The commission approved seeking a replacement artwork in the Art Alley downtown; this would be jointly approved with DDA, after the removal of Felisha Brower’s piece that the seal coat clouded over on. Approved funding 5 additional traffic cabinets for painting in the fall.

August: Staff reported the failure of the “Stone Man Bench” and the vandalism of the “Slices of Heaven” works both by Craig Gray, both works were on loan but poorly installed or due to a poor choice of materials for our climate. Selected 4 artworks, and reserved one for selection from E. Memorial to paint the cabinet at 18th St.

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and 1st Ave. Approved commissioning a piece for the Recreation center that fits the water motif by the entry to the pool better. Approve the purchase of “Jet Stream” by Dale Lamphere from the Sculpture on Loan program.

September: The Committee selected “Ribet” by local artist Colette Pitcher for direct purchase, as well as a piece by Joshua Goss from the Tointon Gallery show. Lorri Acott has been selected for 2019 Sculpture on loan, and is seeking a second artist to invite. Created a selection committee for Luther Park project, and recommended an invitation to Joshua to propose designs for that difficult strip of land by the canal. Approval and recommendation of the 2018-2022 Art Master Plan was prepared for a City Council presentation. Second and final consideration of the deaccessioning of “Reach for the Stars” located at Christa McAuliffe school.

Sister City – A group of nine students, two chaperones and one tour guide from Moriya, Japan, visited Greeley over the last week of July. They experienced a wide variety of American Cultures, practiced the English language in an immersive setting, and built lifelong relationships with their host families. In August, staff received thank you letters from each of the participants. Applications will be available soon for Greeley high school students to travel to Japan in 2019 and will be accepted until January 21. Staff is very excited to plan for the journey to Japan June 19-27.

Union Colony Civic Center – Opened the 30th Anniversary of programming at the UCCC in the Monfort Concert Hall with a very engaged audience at “Cesar Milan Live!” Celebrated with a public party during the Bobby McFerrin concert with pre-show cake and punch, live performances from Greeley Chorale and the Greeley Children’s Chorale. Post show included a Champaign toast and finger food with music by “The Bari Tones”.

Union Colony Civic Center Advisory Board

July: The board recommended adding a digital marquee to the UCCC Plaza Master Plan. Staff presented a small reorganization of direct reports to the Manager of Cultural Affairs. The board approved of negotiating with private promoters for additional co-promotion opportunities that could bring big name musical acts. The Chair signed a new Policies and Procedures document. Board members would like to investigate changing the UCCC logo; a committee was formed.

August: The board requested the Manager make a short curtain speech before the opening night, and on the celebration evening. In conjunction Mark urged the board to have a presence at each programming event and talk with the patrons about what they like, what they want in the future, and what they dislike.

September: Board member Elizabeth Rivera resigned by email. Staff provided an overview of the ROI on many of the top marketing types that are used to advertise events at the UCCC. There was support to reduce the printing and mailing of a physical brochure, and redistribute budget to other advertising and talent buying purposes. There was interest in approaching a Spanish language radio station to co-promote a Hispanic artist at the Monfort Concert Hall. A review of the 30th anniversary celebration, the ticket sales, and the work by the logo redesign committee to do a contest for High School and University students to design a new logo.

Golf Division

Cart paths at Highland Hills were completed with new concrete cart paths, cart path curbs and concrete cart parking on the west side of the clubhouse. Boomerang Links ended the 2018 construction season with new

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concrete cart paths and concrete curbs. In the spring of 2019, Boomerang Links will finish pouring concrete cart paths.

Total golf rounds for 2018 through the month of September include 878 rounds. Total golf rounds YTD is 49,154 for the year (48,256 total rounds for the year 2017 YTD).

Golf Advisory Board:

In July, the Golf Advisory Board hosted the Greely Golfers Appreciation Day festival and tournament. The Greely Golfer's Appreciation Day event raised over \$3,000 to benefit the Greeley Junior Golf program.

At September's board meeting the results from the 2018 golf survey were reviewed. The overall satisfaction was 87%. The golf courses highest category being great putting greens (92%) and lowest was the sand bunkers (65%). The restaurants overall was 85% with the highest being quality of food (88%) and lowest was appearance (84%). Overall on the pro shop staff was 93% with the highest category being professionalism (94%) and lowest was product/merchandise (88%)

Island Grove Regional Park

Island Grove is deep into the Dog Show season of 2018 and we have hosted two of our big three shows so far this year. One show is remaining - the Buckhorn Valley Kennel Club show scheduled October 25 – 28. The big three shows have become the best source of advertising and staff is seeing more and more breed specialty shows book the Island Grove venues. This year, IGRP also hosted the Australian Shepard Association National dog show for nine days which brought in over \$70,000 in revenue for Island Grove. IGRP will also have an additional four National Breed specialty shows; Border Terriers, Afghans, Rhodesian Ridgebacks and the Old English Sheepdogs. Island Grove is no longer a secret as a great venue for dog shows and is widely recognized as one of the top dog show venues (many say "top three") in the United States.

The park has also hosted the Greeley Tribune Tractor Pull and their Fall Craft Show, several community sales, at least four cross county type races, the Good Sam Club RV show, the Colorado Future Farmers of America meeting, a Ducks Unlimited fundraiser and numerous private parties. Upcoming events include Weld Project Connect and the Colorado Mission of Mercy (COMOM), an event which offers free dental care for anyone in the Greeley community.

Island Grove Advisory Board

The August Island Grove Advisory Board's meeting was cancelled. The October 4 meeting included a continued discussion regarding the need for an Indoor Arena Feasibility Study, the number of Parking Lot rentals, and the impacts that 5K races and runs have on other Island Grove events and rentals and whether or not the City should continue allowing them.

Parks Division:

Archibeque Park: The new restroom building has been completed. The irrigation replacement reached substantial completion at the end of September and will be complete by the end of October. However, once completed, there will not be enough season to reseed the park which will be necessary due to this summer's construction activities. Staff plan to reseed the entire site in spring of 2019. A new playground installation

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was awarded and construction should begin in October with completion in the first or second week of November.

Westmoor Park's replacement irrigation project is 100% complete with only warranty work per the contract to be completed.

The new maintenance satellite shop located at Centennial Park & Butch Butler Field is complete and houses approximately a dozen staff working out of this building at any given time. Staff are able to store all necessary equipment and tools for maintenance for several parks in the surrounding area.

Staff worked to renovate all baseball/softball infields in our neighborhood and community parks. Sherwood, Farr, East Memorial, Hoshiko, and Pheasant Run Parks all had the infields laser graded, topped with new infield sand mix, and improved transitions from the infields to the outfields. These sites see hundreds of users for drop in and scheduled practices throughout the year. Staff have received numerous compliments from users for making the fields safer and for improved play.

In conjunction with staff engineers from Public Works, staff hosted the first community meeting with New Line Skate Parks for the renovation and new construction of our skate park system. Over 40 people attended the first meeting and provided much needed feedback to New Line to begin concept designs, which will be revealed and discussed at the next outreach meeting on November 8.

Staff have issued a bid package out for a new irrigation and landscape design of Bittersweet Park. Once awarded, the contractor will be required to hold several public meetings to discuss landscape changes for the park. The goal of this project is to not only design the replacement of the irrigation system, but to also redesign areas of the park for low grow native grasses to decrease the amount of irrigation/water use. The citizen outreach meetings will include gathering feedback from neighbors and will be used to educate the public regarding the benefits of converting low impact areas of the park to native grasses.

Forestry staff have begun the process to bid out trees for 2019 which will include Park plantings and street tree plantings. Typically, bids are put out in the beginning of the same calendar year. However, staff have discovered that many companies that grow and supply tree stock have already bid and sold all their inventory by January so it has become difficult to find quality trees. Starting our process earlier will ensure healthier trees and a larger variety of stock in addition to competitive pricing.

Natural Areas and Trails (NA&T) staff recently had a large volunteer project at Homestead Park. Approximately 20 volunteers helped to re-stain the fence on the north and south side of the property, pull weeds and repair potholes in the soft surface trail.

NA&T staff have been spending the last months of summer mowing native areas to prepare for spring. This practice lets seed heads fall to the ground for spring germination and reduces the possibility of tumbleweed issues over the winter and spring.

Forestry and NA&T staff were the recipients of a Columbine Award for Innovation from the Colorado Parks and Recreation Association, and a Blue Gramma Award from the Colorado Open Space Alliance for efforts and

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innovative techniques for managing open space and trails. From the burn program, in conjunction with the Greeley Fire Department, to a grazing program, the City has taken a stance of “Managing natural areas naturally” and are being recognized for these efforts.

Linn Grove Cemetery had all the stucco repaired on the main office building that was damaged by the multiple hailstorms in 2017 and 2018. After the repairs were made, the building was cleaned and repainted. The last paint job was over 2 decades old, was beginning to peel, and had faded beyond recognition in many areas.

Linn Grove staff are preparing for a large construction project we will be doing in house. The installation of the new Ossuary Garden area has been mapped out, and staked in the field. This new area will be south of the columbarium’s on the north west side of the cemetery. When complete, this will give families an economical option for honoring loved ones who have passed.

Linn Grove staff were plagued with irrigation failures this summer, and several catastrophic mainline breaks. These breaks shut down all irrigation on the site for days at a time. The staff have identified some components they plan to replace now before starting the system up in spring 2019. This system is still 2 years out from replacement so the hope is that making some of these repairs now will help get the system through with fewer failures until the new system is installed.

Recreation Division

General

The Family Funplex exterior was painted as well as the interior main hallway. Updates were also made to the Fun Zone space with new paint and the addition of a rubberized flooring for fitness programs. The space will now be referred to as the Fit Zone. Group fitness classes and personal training sessions will be held in the space. Carpeting was also replaced behind the front entry desk and repairs were made to the exterior fence. Between July and September, 2018, the Recreation Center and Funplex had 119 rental groups, 29,414 member visits and 26,052 paid daily admissions. Fitness classes show no signs of slowing down anytime soon and seem to actually be accelerating - particularly at the Greeley Family Funplex. Numbers and classes are growing in both the GRC and FFP location with over 2700 attendees in the month of July.

Sports

Colorado Association of Recreation Athletics (CARA) – in our efforts to strengthen partnerships within our community and outside organizations, staff have decided to partner with the Colorado Association of Recreation Athletics (through the Colorado Parks and Recreation Association) to host a track meet for the organization. Not only was this a great opportunity to showcase our wonderful sport fields within the City of Greeley, but it was also a cost savings strategy as CARA waived our fee to be a part of the association.

Tackle Football/ NOCO Nightmare – staff have partnered with City of Windsor to get involved in Greeley’s youth tackle football program. Staff also partnered with a semi-pro tackle football team known as the Northern Colorado Nightmare who have agreed to help officiate tackle football games. This partnership supports fundamentals learning and development of our youth tackle football participants. We have received consistent positive feedback for not only the officiating, but the mentorships they provide with these young athletes on a game day basis.

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Synthetic Field Use – as we want to be assure our youth participants are getting the best experience possible within our tackle football program, games are regularly scheduled at synthetic turf fields at District 6 more consistently. Adjustments were made this year to have all tackle football games at the District 6 field to ensure we are utilizing the space for the entire fall season. All 6th grade tackle football games are on the synthetic turf football field and all 2nd & 3rd and 4th & 5th tackle football games are on the synthetic turf soccer field at the District 6 Stadium.

Youth Volleyball - staff have created a strategic plan for our youth volleyball program. We are offering youth new volleyball camps and clinics for the fall season to drive youth involvement. Our strategy is to get youth participants highly engaged and ready to play in the spring season which is more game based with regular practices. This strategy is aimed to grow our program supporting play in a variety of programming.

Surveys – staff have utilized various strategies in gaining valuable feedback from participants within youth and adult sports programs. We have created a web based communication feedback tool that allows participants to send vital feedback to our sports team 24 hours a day all year long. Also, we have implemented focus groups and survey information after every sport program. This helps up make better decisions from a customer service perspective.

Active Adult Center

The Active Adult Center has continued to be a truly active facility. Staff hosted an Open House in August which attracted 161 potential new members. Senior Sports has increased in numbers this past summer as well and the “Greeley Mikes” Softball team won the state tournament in August.

Adaptive and Inclusive Recreation (AIR)

The Adaptive and Inclusive (AIR) Coordinator has put together a number of classes for the winter brochure. Focus groups and many contacts have been made over the last 3 months.

Ice Haus

The busy season is in full swing with all programs and user groups using the Ice Haus. Programs had a slow start upon re-opening the rink in August (closed for six weeks for construction) but registrations have since increased for the Fall session. The Colorado Eagles have been very good to work with. Their regular season games have begun and they are averaging approximately 200 people per game. Special event liquor permits are in process of being submitted to serve beer at the games. Construction during the summer months included installation of a new LED lighting (phenomenal lighting over the ice!), a new sound system (incredible sound!), and an improved concession operations as well as new lobby seating.

Aquatics

Swim lessons – In 2017, at year-end we had conducted a total of 1,640 swim lessons. Swim lessons in 2018 are currently at 1,779 swim lessons thus far and are projected to increase going into the 4th quarter. Staff is offering more Saturday swim lessons as well to engage more children in learning how to swim during the fall season. Staff also partnered with outside organizations to ensure that we are creating positive relationships that will benefit child aquatic safety. Staff partnered with the Town of Kersey, ABC, and Boys and Girls Club by offering swim lessons to these outside entities.

Pool Rentals– there was an overall increase in outdoor pool rentals with a user group coming to utilize our facilities almost every weekend in August. One of our main focuses is to build principled relationships within the community and through this we offered our outdoor facilities to be utilized by large user groups such as UNC, Greeley/Loveland Swim Teams, City of Eaton, and Christian Athlete Sports Camps. Also, we ensured the

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Fire Department had the ability to utilize our diving well to train their rescue divers at the Recreation Center Pool.

Wibit – Centennial Pool had 16 Wibit (a large inflatable obstacle course) nights with this new feature. The event has grown over the last 3rd quarter and we have gotten positive feedback from our community. Staff hopes to grow these Wibit nights at the recreation center pool with other activities to engage more customers.

Doggy Days – Discovery Bay had over 250 community members come out to the annual Dog Swim event to close out the summer. You should have seen the hairball after the event!

Centennial Pool Improvements – staff refurbished the waterslide, painted the bathhouse and mechanical facility in new colors, made improvements to the bathrooms, and repainted the pool shell at Centennial.

Discovery Bay Improvements– staff improved the aesthetics at Discovery Bay with new tile in the pool area. Also completing the ADA accessible restroom at this time.

Youth Enrichment

Aims CC Mural – In collaboration with Aims Community College, the Rodarte Center recently hosted local artist Armondo Silva to paint a large mural on the east exterior of the facility expressing the importance of education within Latino males. The mural has already made a significant impact due to the correlation and meaning it has within Rodarte’s focus on academic achievement.

Expansion- a new front entrance expansion is nearly complete giving the Rodarte Center a fresh new look. The front entrance has an ADA accessible ramp for ease of entering the building. Also, within the building, a new front desk with a security door entrance has been installed.

Billie Martinez Action Team Neighborhood Celebration Night – the Rodarte Center hosted over 400 participants at the summer celebration. There was also a local barber shop present to give free haircuts to children.

Bright Wheel – In focused academic achievement, staff are fully utilizing a new risk management software which has the ability to engage with parents on a time sensitive basis and also provides lesson plan support. Staff have implemented camouflage learning lessons plans for youth enrichment leaders within the application to better assist in engaging with participants in a more focused academic standpoint.

STEM Scholars – The Rodarte Center received an additional 4th year funding from United Way for the summer STEM Scholars program for 2019. Staff, in conjunction with District 6 and GEAR-UP, continue to make significant strides within the program academically and we will have the ability to seek out more technical applications to engage students learning styles. This is significant due to the progression of technology and our ability to teach more effectively supporting academic achievement.

Rodarte Advisory Board

July:

Proposed mural status: Armando will start working on this project the end of July or the first of August. Staff reached out to Armando to have a draft of the design at the July meeting and present the final proof. Staff will have the most recent draft of the mural at the next Advisory Board meeting. The Billie Martinez Neighborhood Celebration will be hosted at Hoshiko Park on the east side of the park on August 24 to incorporate the message of Armando’s mural. Agencies that would assist with the are Weld County, Greeley Police Department, Greeley Evans School District 6, Greeley Evans Transit, Habitat for Humanity, Island Grove Apartments and High Plains Library District.

Expansion update: The ADA accessibility ramp, vestibule and front desk has a budget of \$550,000.00 and the lowest bid came in at \$590,841.00 – adjustments are being made. Construction will start in July and end the first of October.

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Bilingual brochure update-Staff are working on processes that would allow the Rodarte Center to accept donations. Once this process is finalized then the final proof of the bilingual brochure can be printed with appropriate information.

Before FITS-All groups are maxed out to capacity, High Plains Library District STREAM & Weld Country STEM are programming the 6&7 year olds and 8&9 year olds. They are utilizing Brightwheel and we are increasing parent engagement as well as safety concerns.

FITS- Maxed out in 6&7 and 8&9, dropped kids in 10&11 and 12-15 due to lack of attendance. Staff opened up spots for waitlist youth that are on the waitlist. The Rodarte Center has the largest Super World group in NOCO. There are 50 participating in the 10&11-year group between Anna and Rodarte. Both sites have started the Adventure Reading program through the High Plains Library District.

STEM Summer Scholars Program-The 6-week academic program that is based around science, technology, engineering and math has been the best program to date. The program will receive additional funding for next year. This year the students had excellent attendance and engagement. The program also utilized the Brightwheel software.

August:

Master Plan progress: Scott Schuttenberg, Recreation Superintendent, expressed to the Advisory Board the Recreation Master Plan will encompass the Rodarte Center/Youth Enrichment. Scott also asked for opinions from the Advisory board members such as:

Vision of the facility

Opportunities for growth

Concerns

Recommendations on direction

City Ballot Measures: City staff came to present information in the 2017 Ballot Measures to keep Greeley moving. Charter changes consisted of Section 1-2 Form of Government, Section 7-1 Municipal Court, Section 8-9 Revocable Permits and Section 19-1 Planning. Ballots will be mailed through the Weld County Clerk and Recorder.

Update on programs: The 10 week Fun In The Sun ended on August 4th and it was a good quality program. The Summer Teen Employment Program also concluded on August 4th and they had a successful and productive summer as well. The Rodarte Center was closed for cleaning, paint and repairs August 5th-13th. The After School Program will start at the Rodarte Center and Anna Gimmestad on Monday, August 20th.

September:

The mural has been completed with a clear graffiti coat. Armando will sign the mural and a dedication will take place with a plaque through AIMS Latinx Advisory Council.

The Billie Martinez Neighborhood Celebration was hosted at Hoshiko Park on the east side of the park on Friday, August 24 from 4:30-7:30 pm. Agencies that assisted with the celebration are Weld County, Greeley Police Department, Greeley Evans School District 6, Greeley Evans Transit, Habitat for Humanity, Island Grove Apartments and High Plains Library District. Around 400 residents and community partners were present.

Expansion update: The Rodarte Advisory Board took a tour of the construction, which will be completed mid-October.

Bilingual brochure update-Staff are working on processes that would allow the Rodarte Center to accept donations. Pictures and text are being updated as well.

Staff updated the board on the roadmap for the Rodarte Community Center/Youth Enrichment, which includes three areas of focus. The areas are academic achievement-emphasis on literacy, parent engagement and risk management.

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UNC Athletics Partnership-Staff are currently in negotiations with UNC to recruit student athletes through tutoring/mentoring and special event assistance. They are also willing to assist with the "Read with the Bears" grant by purchasing books for our library. UNC is also going to offer a "Bring a Book" option for free admission to an athletic event.

Update on programming-Nico gave the board a brief view of the "STEM Gem" program in After School program.

The annual Halloween Pumpkin carving contest and carnival will be Thursday, October 25 from 4:30-6:30 pm at the Rodarte Community Center. Sears Real Estate has generously donated pumpkins, prizes and snacks for the event.

Youth Commission

August:

Councilman Smail thanked Johnathon, Abby and Brooklyn for doing the presentation on the proposed Smoke Free Ordinance. Councilman Smail also updated the Youth Commission on the Grand Opening on the new City Center on Tuesday, September 4.

Scott Schuttenberg updated the Youth Commission on the construction at the Rodarte Community Center. Staff also spoke about the success of the Billie Martinez Neighborhood Celebration that occurred on Friday, August 24 at Hoshiko Park that highlighted Armando Silva's newest mural. Staff also welcomed new Youth Commissioner Bhanji!

The Youth Commission has an opportunity to assist with the brainstorming of a new monthly event geared toward middle and/or high school students. The commission decided to devote the next work-session meeting to brainstorm ideas for this new program.

The Youth Commission discussed the recent retreat and they appreciated the team building, Roberts Rules or Order and city government aspects of the retreat.

City staff updated the Youth Commission on the Smoke Free Parks, Trails and Open Spaces initiative. Commissioners presented the information that the rest of the City Council received in April on Thursday, August 9 at 3:30 pm to Councilman Smail and Councilman Smail.

September:

Councilman Smail thanked Johnathon for coming out to the opening of the City Center south campus on Tuesday, September 4. Councilman Smail also updated the Youth Commission on the budget process and presentations. Councilman Smail also discussed the two upcoming ballot measures that will be voted on in November.

Dr. Ken Humphrey welcomed the new Youth Commissioner and welcomed them to come to him to advise them in matters pertaining to the Youth Commission.

City staff updated the Youth Commission on the construction at the Rodarte Community Center. Staff also spoke about the success of the Billie Martinez Neighborhood Celebration that occurred on Friday, August 24 at Hoshiko Park that highlighted Armando Silva's newest mural. Dean Campos also recapped the design workshop for Greeley Skate parks.

The Youth Commission discussed the clothing drive for winter clothing to be given away at the Community Christmas Party at the Rodarte Community Center in December. The Commission will discuss marketing, school selection and timeline.

The Youth Commission has an opportunity to assist with the brainstorming of a new monthly event geared toward middle and/or high school students. The commission decided to devote the next work-session meeting to brainstorm ideas for this new program.

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City staff updated the Youth Commission on the Smoke Free Parks, Trails and Open Spaces initiative. Commissioners will be given more information as it is received.

The Youth Commission also discussed marketing efforts. The Commission decided to devote a portion of their next work session meeting to brainstorm ideas and move forward.

City staff updated the Youth Commission on the Sister City. The application process will take place this winter and travel will take place the summer of 2019.

Parks and Recreation Advisory Board

July: The current state of affairs for the Department budget was presented with information leading up to the two year budget plan. Major changes include turning Natural Areas into a separate division from Parks. The City received 424 responses on a survey about the future of how Natural Areas will be funded after the Safety Sales Tax funding expires in 2024. Eric Bloomer presented the Memorial Park Bench Standards and Policy for how benches are requested, paid for and designed. The new Master Plan for the UCCC and Recreation Center plaza was submitted to the Board.

August: Recreation Center Firing Range: Staff is trying to determine if the costs for lead abatement, cleaning and HVAC system update is in the best interest of the City to continue to operate the facility, or if it would be better to close it down and use the space for other purposes. Board members then took a tour of the range.

Land Issue – Pebble Brook private encroachment on public land: Board members reviewed information and pictures concerning a request from a homeowner in the Pebble Brook subdivision, to acquire a portion of an open space parcel in order to extend their backyard towards the Sheep Draw Trail. Staff's recommendation is that the City should not relinquish any portion of the open space parcel in Pebble Brook. A motion was made by Ariane Willke to deny the request of the landowner. The motion was seconded by Clint Torczon and passed 6-0. Memorial Park Bench Application: An application has been submitted to install a memorial park bench at Glenmere Park. Board members reviewed the application, photos and staff recommendation for approval. A motion was made by Ariane Wilke to approve the application. The motion was seconded by Matt Birnbaum and passed 6-0.

September: Staff will be attending two different conferences next week. The Colorado Parks & Recreation Conference is being held in Snowmass and staff will be accepting a Columbine award for our natural areas management. At the Colorado Open Space Alliance Conference in Grand Junction, staff will be accepting an award for natural areas management as well. Andy and Eric will be attending the National Recreation & Park Association conference in Indianapolis where the City is a finalist for a National Gold Medal Award. Poudre River Restoration Project - Some analysis has been done by the US Army Corp of Engineers and the local share costs just keep going up. Andy's decision is that we not move forward on phase two of the Army Corp project which is restoration and revegetation at the Sheep Draw Natural Area. This decision has been conveyed to the Corps. Recreation Center Firing Range: Scott Schuttenberg reported the decision has been made to permanently close the firing range. Board members were supportive of the decision.

FINANCE DEPARTMENT – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

3rd Quarter Update:
No additional updates.

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FIRE DEPARTMENT – DALE LYMAN, FIRE CHIEF

3rd Quarter Update:

DATA

1. Non-Emergency Service Requests – 59
2. Emergency Responses – 3,640 third quarter; 10,379 year to date
3. 3rd quarter training hours – 3,400 personnel hours
4. 88 Plan Reviews completed (20% increase over last year to date)
5. 170 Fire Inspections completed (55% below target); caused by roofing inspections due to hailstorm

COMMUNITY ENGAGEMENT/OUTREACH:

1. Hosted 3 Cheyenne FF/Paramedics for their clinical rides through Laramie Community College
2. Hosted 27 Aims CC EMT-B students as part of clinical ride-alongs for the EMT-B program
3. Lead Coordinating Agency and Lead Instructor for Aims CC Young Men's Academy
4. Hosted the Dive Rescue International Summer Series
5. Hosted 1 District 6 Student Intern
6. Fuel mitigation work completed at Comanche Reservoir
7. Hosted the FRFC Recruit Academy
8. Participated in MDA Events
9. Supported UNC Emergency Operations Center Exercise
10. Supported UNC Health and Safety Festival

OPERATIONAL EFFECTIVENESS:

1. Initiated data collection process with Fleet Maintenance
2. Initiated data collection process for Turn-Out and Response Times
3. Full transition to ESO records management system for all incident reports
4. Continued with the rollout of Target Solutions training records data base
5. Cooperated with Water and Sewer department on water distribution system test to identify areas of poor water supply. The data collected will be used to add items to the CIP list
6. Began planning process for St. 6
 - a. Promontory land acquisition underway. Land survey has been completed and sent to land owner for review.

DEPLOYMENTS

1. Deployed 4 members to the Indian Fire as the Rapid Extrication Module (REM) in July
2. Deployed 4 members to the Lake Christine Fire as a Type 1 with a GFD Engine in July
3. Deployed seasonal Mitigation Crew to the Forest Canyon Fire in RMNP in August
4. Deployed 1 member with Berthoud Fire to the Silver Creek Fire near Kremmling in August
5. Deployed 1 member to South Carolina for Hurricane Florence in September
6. Deployed Mitigation Crew and 2 GFD members to the Seaman Reservoir Fire in September

SIGNIFICANT TRAINING:

1. 4 members have started the Leadership Journey/Envision Leadership course
2. GFD Command Staff completed a 4-day Emergency Management Class @ County
3. Hosted the State of Colorado Hazardous Materials Training Trailer for 2 weeks
4. Emergency Manager and IT staff attended Cybersecurity class hosted by State Office of Emergency management
5. 2 members attended Hash Oil Extraction Fire Investigation class
6. 2 members attended training from Wild Well Control (oil/gas well mitigation)

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- a. Wild Well Control has placed firefighting equipment in Greeley to expedite their response time to well control incidents in the region
7. 2 members attended Local Emergency Planning Commission conference
8. Hosted countywide Oil and Gas Well Inspection training for Weld County Fire depts.

OTHER ACCOMPLISHMENTS

1. Completed the onboarding process for 4 FTE's
2. Completed an All Officers Staffing Meeting
3. Completed the 2018 Fire Engineer Promotional Process and established an Eligibility List
4. Entered into a Wildland Mutual Aid Agreement between Loveland Fire, Poudre Fire, Frederick-Firestone Fire, Berthoud Fire, Front Range Fire, and Platte Valley Fire
5. GEMS Task Force has convened
6. 2019/2020 Budget Presentations completed
7. 3 GFD members were selected to instruct at State level conferences.
8. Promoted 1 new Battalion Chief and 1 new Division Chief
9. Promoted 4 new Engineers
10. Promoted 2 new Lieutenants

HUMAN RESOURCES DEPARTMENT – SHARON MCCABE, HUMAN RESOURCES DIRECTOR

3rd Quarter Update:

- In partnership with hiring managers, assisted in the selection and hiring processes for 48 employees who began employment or received promotions in the third quarter of 2018.
- Following the Request for Proposal and interview/selection process, the Employee Health Board selected Aetna as the third party administrator of our partially self-insured health and pharmacy benefit for employees and dependents. Aetna was also selected to provide individual and aggregate stop loss coverage. The change will be effective January 1, 2018 and there will be no changes to health plan benefits, co-pays, deductibles, RX, or out of pocket maximums.

INFORMATION TECHNOLOGY DEPARTMENT – MARK HOEKSTRA, INFORMATION TECHNOLOGY DIRECTOR

3rd Quarter Update:

- Established priorities for Implementation of the IT Investment Strategy
- Established Technology Collaboration Team (TCT) for managing IT governance and priorities
- Created our cybersecurity strategy and began its implementation including establishing Cybersecurity Steering Committee
- Supported several software system selection processes for various departments
- Completed move to new City Center and supported implementation of new technology
- Began work to implement ITIL process for our ITSM strategy
- Upgrades to Park Finder application

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- Evaluated options for the City's fiber network to connect city facilities to city-owned fiber
- Kicked off Phase 2 broadband initiatives
- Upgraded network equipment at Boyd and Bellvue water treatment plants including network, firewalls and fiber optic connectivity
- Supported upgrade of the City's Traffic network including upgrade/replacement of network switches.
- Completed Fire department ESO implementation
- Completed Police Department Mobile Microphone / dictation project for in-field reporting
- Upgraded network switches throughout city facilities

MUNICIPAL COURT – MARK GONZALES, MUNICIPAL JUDGE

3rd Quarter Update:
No update at this time.

POLICE – MARK JONES, POLICE CHIEF

3rd Quarter Update:
No additional updates.

PUBLIC WORKS DEPARTMENT – JOEL HEMESATH, PUBLIC WORKS DIRECTOR

3rd Quarter Update:
Atmos Energy is now complete with their gas main replacement project for 2018. Work on 20th Street west of 23rd Ave is completed and work on 20th Street east of UNC is also done. Work in 2019 will be focused around the Sunrise neighborhood.

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

3rd Quarter Update:
The Department advanced a new cash-in-lieu of water dedication policy that was contemplated in the 2003 master plan, and the implementation of such is appropriate given the limited GLIC water remaining for dedication, and the need to drive development related revenue collection in advance of constructing Windy Gap Firming storage and the proposed Milton Seaman reservoir expansion. The Water Resources team added qualified staff to manage the reservoir expansion permitting action and related programmatic

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approach to non-potable system development, environmental and water quality mitigation, and pre-project cost evaluations. Additional staff resources and technical capacity on water rights administration, acquisitions, farm management, and regional water relationships are incorporated in the 2019-2020 budget that was advanced to the City Manager and Council in the 3rd. Qtr. Water & Sewer continues to strive to serve the community, improve our internal communication practices, break down silos and achieve measurable progress towards our long range master plan goals of improving conservation, strengthen infrastructure, continuing water acquisitions and expanding of storage to firm water resources.