

2018 WORK PROGRAM AND DEPARTMENT UPDATES



City of Greeley, Colorado

City Hall

WORK PROGRAM AND DEPARTMENT UPDATES - 2018

4TH QUARTER

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

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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.

Quarterly Update: Complete

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.

ITEM COMPLETE

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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.

4th Quarter Update:

2019 – 2020 Budget was adopted. The next steps are implementing all the programs approved in the Budget. Most of the positions have already been advertised so that most programs will get started very quickly in 2019.

ITEM COMPLETE

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.

4th Quarter Update:

Q4 2018 saw continued progress on the recommendations made to City Council in May. We drafted broadband-friendly City ordinance to lower the cost of installing fiber optic network cable that staff will presented to the Council in 2019. To ensure a good understanding of public opinion, we also began discussions with survey companies to conduct statistically valid surveys of Greeley residents. Moreover, we have been in discussions with internet providers to begin to explore private sector and private-public sector options. Finally, we have been in communication with other municipalities to explore regional opportunities to collaborate.

CONTINUED TO 2019

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

Purpose: There is arguably no more crucial infrastructure issue the community is facing other than our future water supply needs. It is critical we develop strategies that allow us to be 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.

4th Quarter Update:

A) The Windy Gap Firming Project continues to move toward the construction of Chimney Hollow Reservoir. Greeley's participation in the reservoir project will enhance the storage associated with Greeley's 46 units of Windy Gap water rights (approximately 9,200 acre-feet). The additional storage will increase the firm yield of Greeley's Windy Gap units and bolster the City's overall raw water supplies. The reservoir construction project is managed by Northern Water. Northern and the project design consultant have completed a 90% dam design. A preliminary rating assessment was done by Fitch Ratings for the

2018 WORK PROGRAM AND DEPARTMENT UPDATES

participants who may be in a pooled financing group. The preliminary rating for the pooled financing was not as strong as Greeley's rating for water and as such, Greeley will likely issue bonds independently once construction funding is needed. Federal litigation challenging the project's permit issuance is ongoing, and 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 consultants continue to work with the US Army Corps of Engineers (USACE) in preparing a draft environmental impact statement (draft EIS) for the expansion of the Milton Seaman Reservoir on the North Fork of the Cache La Poudre River in Larimer County. As part of the draft EIS, Greeley, with oversight from the USACE, developed several water supply alternatives, including multiple sizes of a Milton-Seaman Reservoir enlargement, throughout 2018. However, with costs of building reservoirs drastically escalating across the region, Greeley's Water & Sewer Board recently directed staff to take a hard look at the affordability of the alternatives and consider ways to reduce project costs. Greeley will continue to refine alternatives in 2019, and will consider various means to meet future needs with an eye towards economic sustainability and reducing the project's environmental impacts. Some environmental studies will be paused until the alternative screening process is completed.

C) W&S staff continue to evaluate and contract for the purchase of water rights that are compatible with the long-range municipal operations strategy. The water market continues to see increasing completion among developers and other municipal supplies. As a result, the W&S Department has undertaken a more proactive approach to buying, leasing and creating alternative transfer method opportunities for supply development. Concurrently, Staff are actively working to develop and maintain relationships with the agricultural community recognizing the fundamental agricultural foundation of the Greeley and Weld County economy, and our interest in growing supplies that serve a growing and diversified municipal economy without detrimental impacts to the agricultural sector.

Staff continues its proactive development of non-potable water supplies and facilities to serve outdoor irrigation demands in the community. Over the past quarter, staff has pursued acquisition of several gravel pit storage reservoirs to serve non-potable needs, progressed design of non-potable storage and conveyance infrastructure, and investigated a pilot project to serve non-potable water on new residential development.

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 October and presented a nearly final program in December. Staff is going to hold an open house with the development community in January. The proposal will be presented to City Council in a work session after the open house and the code revisions will be finalized in the spring or early summer 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

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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.

CONTINUED TO 2019

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.

4th Quarter Update:

Citizens approved the continuation of the two taxes for public safety and quality of life. Staff members have been working on the development of a spending plan in terms of the prioritization of the projects. The plan will be presented to the Council on January 8th. In Public Safety, the new fire station will be under design in early 2019; FS 2 will be under design by mid 2019. Decisions the Council will be asked to make: debt financing for the Fire Stations; timing of the additional projects in Quality of Life. Staff members have been in dialogue with CDOT on the timing of the two interchanges. With the changes at the state, exact schedules have not been developed for these. Having stated that, the State believes these interchanges are very high priority.

ITEM COMPLETE

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.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

4th Quarter Update:

Staff members have been reviewing three proposals. Staff members narrowed it to two options.

Unfortunately, the price of the two selected are considerably more than the City has budgeted. Currently staff members are doing more due diligence to determine where the proposals can be changed to be within budget and understand project scope.

CONTINUED TO 2019

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.

4th Quarter Update:

The focus on the final quarter was the development of a spending allocation plan with the re-authorization of the public safety and quality of life tax increases. Staff will present the allocation plan on January 8, 2019.

CONTINUED TO 2019

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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.

4th Quarter Update:

This project began with an inventory of the 2,600+ sections of the Code, engagement of MuniCode (the City’s codifier) as to the scope of their portion of the recodification project, and internal assignment of an attorney to assist the City Clerk with moving Code changes through the City’s process. The project is on schedule at this point to be completed by the end of 2019.

CONTINUED TO 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.

ITEM COMPLETE

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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 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.

4th Quarter Update:

Staff continues to monitor the City's contract with United Way on the use of the building near Sunrise Clinic in Evans, which is used for both the Cold Weather Shelter (seasonally), and to establish the Housing Navigation Center. In the 4th quarter, staff invited the UW Weld's Way Home team to present info on their program and services for homeless to the City's Human Relations Commission and the staff Neighborhood Building Blocks Team. The Cold Weather Shelter opened on time (Nov 1) and has been operating since then serving an average of 30-40 persons/night. The Housing Navigation Center had a major setback in needing to satisfy fire code improvements so has been delayed in opening; staff indicates a possible opening before the end of January.

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 has met regularly since mid-summer, and in the 4th Quarter conducted a retreat, inviting an expert in to describe various structures to facilitate the development of affordable housing. This work and support will continue into 2019 as the Board determines how to fund and hire a Director of the organization.
CONTINUED TO 2019

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.

4th Quarter Update:

Staff has commenced work with its consultant to work on a new community image campaign for 2019; developed several base concepts, and convened a group of community partners to review and comment on the staff's research and the pivot proposed for the campaign. Thoughtful and productive discussion affirmed the direction and themes were confirmed with the group. Staff has followed up with the consultant to further refine the image campaign concepts and will schedule a follow up meeting in early 2019 with the partnership team to advance this work objective.
CONTINUED TO 2019

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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, TRAKiT. This new system should be fully operational by June 2018.

4th Quarter Update:

TRAKiT was successfully implemented on June 6, on-time and on-budget. E-TRAKiT (the on-line version of TRAKiT) has been fully operational since the end of the end of October. An open house training session for developers/ realtors was conducted on November 14. Other case management improvements will be on-going and include continued development of Standard Operating Procedure checklists, and workflow improvements. Some additional case management improvements have been delayed by the loss of Engineering Development Review staff. Management is responding through the use of contract employees; it is a key priority to successfully recruit and fully staff the Engineering Development Review Division.

ITEM COMPLETE

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.

4th 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 has functionally completed the document, but final adoption at this point is dependent upon the other jurisdictions completing their worksession briefings with their elected officials.

DOCUMENT COMPLETE/ADOPTION CONTINUED TO 2019

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.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

4th Quarter Update:

The draft Housing Strategy Plan is completed and going through the hearing process with the Planning Commission and City Council in early 2019. The Plan promotes development code changes, housing incentive programs, and options for financing changes. The Plan will provide a starting workprogram for the newly-formed Economic Health and Housing Department, whose new director started in November.

DOCUMENT COMPLETE/ADOPTION CONTINUED TO 2019

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 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.

4th Quarter Update:

Staff have formed a team of individuals from various departments to begin planning the first phase of implementation of the grant and meetings are held bi-weekly. A fulltime position (funded by the grant) is being recruited to plan, organize and gather more precise information related to the desired improvements the citizens would like to see in the four Park properties identified in the grant (East Memorial, Delta, Balsam, and vacant land adjacent to Discovery Bay) and to administer the grant. Additionally, four consultant firms were recently interviewed in order to plan and design work that will be associated with various improvements.

CONTINUED TO 2019

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.

4th Quarter Update:

Duran Excavating has completed all grading to restore or create wetland areas on the Signature Bluffs Natural Area. Re-seeding is almost complete as well in many areas and the installation of the soft surface crusher fine trail is nearly complete. Boardwalk sections of the trail will be constructed over the coming months and the contractor anticipates completion in early spring. Seeding of the upland areas, as well as the planting of trees, shrubs and forbs will take place in the spring. However, the contractor plans to install Willow whips, weather permitting, in February as well. Design of the interpretive signs to be placed along the trail is underway with installation planned for no later than May. Finally, city staff have been working to

2018 WORK PROGRAM AND DEPARTMENT UPDATES

protect trees on the site from beaver damage. Beavers have felled 10 trees on the site so far, so staff have been protecting other trees in the area with chicken wire fencing and t-posts in an effort to prevent further damage.

CONTINUED TO 2019

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.

4th Quarter Update:

Staff have been recruiting candidates for a Natural Resources Division Superintendent and interviews are scheduled for January 11. In addition, in preparation of a newly consolidated Division, plans are being prepared to remodel an existing facility within Island Grove Regional Park to house the Division. That facility should be ready for occupation by summer, 2019. In the meantime, staff will be a bit spread out in existing office spaces.

CONTINUED TO 2019

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.

4th 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 in the amount of \$3.2M were approved for the Richmark mixed use development on 3 different but related sites on 8th Avenue and work is progressing on those project; all of those projects are now under construction. In the 3rd quarter, staff has met with 2 additional housing developers who are exploring similar redevelopment projects. By the end of the 4th Quarter, the City had approved a second RIP incentive agreement of approximately \$200,000 to assist with the construction of the University Flats Phase II project (78

2018 WORK PROGRAM AND DEPARTMENT UPDATES

apartments). The program fund balance will continue to be available in 2019 to eligible projects and will be part of the package of economic development incentives promoted through the new Economic Health and Housing Department
ITEM COMPLETE

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.

4th Quarter Update:

Staff continues to work through the City/GURA agreements covering the last 42 years, represented by 18 agreements/amendments. A new and updated Cooperation Agreement will replace those agreements, which is under development at present. A draft of this agreement had been outlined and has been delayed in review to accommodate a turnover in staff and GURA Board members. This item is expected to be completed and presented to Council in the first quarter of 2019.
CONTINUED TO 2019

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.

4th Quarter Update:

Early in the year, 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. By the second quarter, a contract was executed with BHA to assist with the concept design process, an initial planning meeting conducted, and a schedule of work established. In the 3rd quarter, a community open house with well over 50 attendees was held, hosted by the University District Team. Ideas and comments were recorded, summarized and have been used to form corridor design concepts. In the 4th Quarter the concepts were further illustrated in an initial graphic which depicts proposed enhancements to

2018 WORK PROGRAM AND DEPARTMENT UPDATES

the area. This initial graphic was presented for feedback from the University District Committee and will next be analyzed by a team of technical professionals at the City who can consider the relationship to infrastructure, maintenance, etc. This item will be carried over for completion in the first half of 2019.
CONTINUED TO 2019

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.

4th Quarter Update:
The city issued \$45 million of water bonds and \$12 million of sewer bonds in October.
ITEM COMPLETE

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.

4th Quarter Update:
No progress in the last quarter. The Finance Department's resources were focused on filling several vacant positions and the new finance and HR system.
CONTINUED TO 2019

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.

4th Quarter Update:
Progress continues as funding was secured through the 2019-2020 budget process for departmental strategic plan development. A third party has been retained and the process is to take place the week of March 18th 2019. A department strategic plan is a significant milestone required for the overall accreditation process.
CONTINUED TO 2019

17. Community Wildfire Protection Plan

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

2018 WORK PROGRAM AND DEPARTMENT UPDATES

4th Quarter Update:

A final draft is complete. Training on the plan will take place in 2019.

ITEM COMPLETE

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.

4th 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.

ITEM COMPLETE

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.

4th 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 followed by facilitated employee focus group meetings October 22 through December 7. Report and recommendations for career development and succession planning next steps will be reviewed with Executive Team on January 16, 2019 and with all Division Managers on February 7, 2019. The performance evaluation form and criteria on which employees are evaluated was modified and training and informational sessions scheduled throughout November, December and into January. The new form and criteria will be effective January 1, 2019.

CONTINUED TO 2019

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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.

4th Quarter Update:
We completed the strategic plan in May.
ITEM COMPLETE

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.

4th Quarter Update:
We implemented tools and processes to as a part of the NIST Risk Management Framework we implemented this quarter. Going forward, we will more proactively discover, monitor and manage cyber security risks. Additionally, we implemented a formal incident management and response program to respond effectively to cyber security events.
CONTINUED TO 2019

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.

4th Quarter Update:
During the 4th quarter of the year, total accidents were up 5.32% as compared to the same quarter last year. Injury accidents have decreased by 3.4% when compared to 4th quarter 2017. Overall for 2018 accidents were up 7.4% and injury accidents were down 9.58%. The Greeley Police Department continued its marketing efforts with the "Drive Nice Think Twice Campaign".
CONTINUED TO 2019

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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 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.

4th Quarter Update:

During the 4th quarter of 2018. The average response time to priority one calls was down slightly from a 6 minute 42 second response time to a 6 minute 36 second response time.

CONTINUED TO 2019

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.

4th 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 Associations contract and at this point they were not interested in doing so. When GPD conducts their 2019 staffing analysis we will have a better direction as to our future supervisor needs.

CONTINUED TO 2019

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.

4th Quarter Update:

Right of Way acquisition is complete and is awaiting CDOT ROW Clearance in order to proceed with bidding for construction. Bidding will start in January and construction anticipated to begin in early Spring, 2019 and be completed in Fall. Communication plans are being developed to help with information to the affected property owners and the general public that use this corridor are being developed now.

CONTINUED TO 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.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

4th Quarter Update:

Clarkson Channel is underway and a new triple box culvert is being constructed at 1st Street, which necessitates closure of 1st Street until the end of January. Precast concrete blocks are being installed for the channel wall. Construction is expected to extend into May.

CONTINUED TO 2019

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.

4th Quarter Update:

The consultant provided the final report in October, which provided conceptual designs and cost estimates for a series of recommended projects to protect insurable structures within the City from flooding from the Cache la Poudre River between 21st Avenue and Fern Avenue. The nature of these improvements vary from sediment removal, to construction of levies, to bridge replacements to widening the river and installing vertical walls. The cost of these improvements were identified greater than \$64.0 mil.

The State of Colorado's Poudre Risk Map is ongoing and a draft model is expected in the first quarter of 2019. The preliminary model is expected by the first quarter of 2020, which places the revised floodplain map on course for being effective in mid-2021. Staff will continue to wait for more detail to come out and be able to analyze the impact at that time.

CONTINUED TO 2019

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.

4th Quarter Update:

Bridge construction, paving and sidewalk work has been completed. Work continues on installation of fencing and irrigation. The traffic signal at 16th Street will begin flashing before full operation in the next two weeks. Landscaping work will occur in Spring, 2019.

ITEM COMPLETED

WATER AND SEWER DEPARTMENT – SEAN CHAMBERS, 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.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

4th 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. The design process is underway.

Construction of the 20 MGD replacement filter train at the Bellvue WTP is underway and scheduled to be operational during the spring of 2020. The filter train includes a new rapid mix, flocculation and sedimentation basins, dual media filtration, and disinfection facilities enclosed within a common building. Construction of the exterior walls is complete with setting the metal building structure to follow. 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 for the pipe on the south side of the River has been developed and agreed to with the property owner and Windsor across the south end of Windsor. The Real Estate Manager (REM) is in the process of acquiring this easement. The REM and project manager are also in discussions with the landowners regarding route selection across the 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 also been completed. Phase IIa was finished with the widening of the 71st Avenue and Sheep Draw Bridge projects this summer. Phase IIb is scheduled to be constructed in the fall of 2019, once all ROW and permitting issues have been addressed. Design of the lift station is scheduled to get underway in 2019.

North Greeley Sewer Phase II

Construction of Phase II of the North Greeley Sewer was originally scheduled to be initiated during 2017. However, construction activities were delayed due to utility conflicts, requiring the redesign on a new alignment. The redesign effort was completed in early 2018. All permits and easements for the project have been finalized. Construction activity is scheduled to begin in January 2019.

CONTINUED TO 2019

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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

4th Quarter Update:

Administrative Hearing Officer Support – The last hearing session for 2018 was held December 14th. These hearings are referrals mostly from the City's Code Compliance Division to the Administrative Hearing Officer regarding cases involving sanitation, landscaping, parking and other Code violations. There were 477 cases in 2018 compared to 612 in 2017 and 600 in 2016.

Boards and Commissions – (1) A holiday card was mailed to Board & Commission members expressing Council's gratitude for their service to the Greeley community. (2) City Council adopted an ordinance to reauthorize the Construction Trades Advisory and Appeals Board, the Greeley Art Commission, the Greeley/Weld Housing Authority, and the Union Colony Civic Center Advisory Board for three years. (3) Planning is underway for the annual Board and Commission reception to honor these wonderful volunteer leaders.

Clerk to Council – (1) Staff proposed an ordinance to add clarity to the Code of Ordinances regarding how at-large Council positions are to be managed when there are two such positions at any election (since staggered terms must be maintained). Council adopted the ordinance and confirmed in the Code that staff is to continue its practice of listing all candidates for at-large within one list with the 4-year term being assigned to the candidate with the highest number of votes and the 2-year term being assigned to the candidate with the next highest number of votes. (2) Software was purchased to automate the process of compiling agenda items for Council's weekly meetings. The features also include shortcuts to distribution of the agenda and uploading to the City's web site. The agenda templates are being built and tested, and rollout to the users is planned for January. The process will be seamless for Council although some minor format changes will be noticed.

Elections – Greeley voters approved both tax issues (20 and 2P) at the November 6, 2018 Special Municipal Election. The City Hall ballot drop-off site was one of the busiest in the County, and voter turnout was 54.8% (compared to 2017 at 31.6%; 2015 at 29.8%; and 2013 at 34.9%). The number of registered voters totaled 62,419 (a 5% increase over November 2017), and 34,204 voted. Preparation for the November 5, 2019 Regular Election is underway with drafting of the Candidate Guide.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Liquor Licensing – There have been multiple statutory changes in liquor licensing law, and an ordinance will be forwarded to City Council for consideration in January to modify and align Greeley’s Code with the state provisions.

Records Management – (1) The high-density motorized shelving units for the new Central Records Center at City Center South are being manufactured and installation is expected in March. Moving the records of multiple departments is being planned soon after and also plans are underway to store these records during the remodel of City Center North. (2) Replacement software to inventory the City’s physical records is being researched. The Clerk’s Office and the Information Technology Division are partnering to find a good solution to inventory and track these information assets.

Other – In November Deputy City Clerk Cheryl Aragon was elected as a Director on the Board of the Colorado Municipal Clerks’ Association. CMCA will benefit greatly from Cheryl’s experience and knowledge, especially in bringing high-quality educational programs to Municipal Clerks throughout the State. In turn, Greeley benefits from Cheryl’s additional leadership experience. Cheryl recently prepared a successful bid to have the annual CMCA conference in Greeley for 2020 - it will be an honor to showcase the community!

CITY MANAGER’S OFFICE & ECONOMIC DEVELOPMENT DEPARTMENT– ROY OTTO, CITY MANAGER/ BECKY SAFARIK, ASSISTANT CITY MANAGER

4th Quarter Update:

Earlier in the year, 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. By the end of the 4th Quarter, the GCD has also conducted 3 “Cacophony of Creatives clinics and networking sessions; held its annual Agriculture Feast fundraiser at Centennial Village with over 200 in attendance; debuted its lecture series “Doc Talks” with local experts from Banner Health and UNC; sponsored its 2nd annual Día de los Muertos celebration; and held its 4th annual “Do Tell! storytelling event and fundraiser. The District nominated local muralist Armando Silva for recognition from the Colorado Business Committee for the Arts, recently learning of his selection for recognition (event in 2019).

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 the 3rd quarter the “Party for the Poudre” fundraiser was held, 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, which will form the work program for 2019..

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 several Neighborhood Improvement Grants and distributed Block Party supply vouchers, completed its hosting of several well-attended HOA Neighborhood Workshops, and managed the annual and well-attended East Memorial and North Greeley

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Neighborhood Celebrations, and supported a Kiwanis Park Neighborhood outreach meeting. The Summer Farmers' had a record number of vendors and seasonal goods and the Winters' Market kicked off with a collaborative artisan's fair, which had record attendance. Several HOA workshops were held throughout the first half of the year to support neighborhood governance and support issues.

COMMUNITY DEVELOPMENT DEPARTMENT – BRAD MUELLER, COMMUNITY DEVELOPMENT DIRECTOR

4th Quarter Update:

New Development Review (Planning & Development Engineering) -- Staff conducted 488 development reviews through the end of the 4th Quarter. New development activity continues to remain at high rates (2nd highest in the last 12 years). 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
- 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
- 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
- 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 Bost Gas USR –24 horizontal oil and gas wells

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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

New Construction Building Inspections – Inspection stops in December finished slightly up over 2017 numbers, but Fire Inspection stops are still down, due to the loss of our main Fire Inspector last October. There were 12,255 YTD total stops in 2018 versus 11,990 in 2017. This equates to an average of 10 inspection stops per inspector, per day, off from 2017’s number of 10.6. The drop in number of average inspection stops is due in part to having added an additional electrical inspector and the loss of our main Fire Inspector last October.

New Construction Building Plan Review – Reviews for 2018 started strong and have continued in November, the last couple of months have been very busy, at 846 total reviews, compared to 538 in 2017. Staff is currently meeting the goal of 95% of the set time at 95% in remodels. New construction took a hit with the submittal of 60 permits in October catching up, new construction review has dropped to 87%. Turn-around times of half the time set for goals in 56% of new construction, and 65% of remodels.

Code Compliance – Code Compliance managed 606 additional cases in the 4th Quarter, bringing the annual case total to 3425. In that same timespan, 193 Courtesy Notices, 238 Courtesy Warnings and 76 Notices of Violation were issued. Of the 76 Notices of Violation issued, 52 concluded with the Signing of a Stipulation, instead of attendance at a hearing. During this time, 38% percent of new cases were started from a complaint of some type, while the other 62% were staff initiated – annually, 52% of cases were staff initiated with 48% originating from complaints. 1533 Field inspections were completed, and 9 odor complaints were received. The division continues to work with, and become more efficient in the use of CodeTRAK and iTRAKit, making use of its robust features, including Stipulation generation and divisional cross-referencing.

Boards and Commissions –
Planning Commission

2018 WORK PROGRAM AND DEPARTMENT UPDATES

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>

October 9, 2018

- Vacation of 20-foot alleyway located north of 24th Street, east of 6th Avenue, south of 23rd Street (approved 5-1, one commissioner absent and one commissioner voting against)

October 23, 2018

- Preliminary Subdivision for The Shops at Sunset Ridge for 10.93 acres in the C-H (Commercial High Intensity) and C-L (Commercial Low Intensity) zone districts, including a dedication of the right-of-way for 11th Street (approved 5-0, two commissioners absent)
- Final Planned Unit Development for recreational vehicle/equipment and boat storage on 19.46 located north of Highway 34 Business and south of Highway 257 Spur, west of Promontory Parkway (approved 5-0, two commissioners absent)
- Rezone of 62.72 acres located south of AA Street and east of 47th Avenue from I-M (Industrial Medium Intensity) to R-E (Residential Estate) with a Development Concept Master Plan (approved 5-0, two commissioners absent)
- Rezone of 76.34 acres located at 14749 County Road 66 from I-L (Industrial Low Intensity) to R-E (Residential Estate) with a Development Concept Master Plan (approved 5-0, two commissioners absent)
- Rezone of 0.449 acres located at 3075 65th Avenue from R-H (Residential High Density) to C-H (Commercial High Intensity) (approved 5-0, two commissioners absent)
- Rezone of 11.54 acres located at the northwest corner of 4th Street and 35th Avenue from R-L (Residential Low Density) to C-H (Commercial High Intensity) and I-M (Industrial Medium Intensity) with a Development Concept Master Plan (approved 4-0, two commissioners absent, one commissioner recused)

November 13, 2018

- Use by Special Review on 1.0 acres located at 1521 8th Avenue with the intent to build a single 4-story building with 57 units of multi-family dwellings (approved 5-0, two commissioners absent)

November 27, 2018

The Planning Commission did not hear any matters on November 27.

December 11, 2018

- Use by Special Review on 1.53 acres located at 1640 8th Avenue with the intent to build a single 4-story building with 81 units of multi-family dwellings and approximately 1700 square feet of retail space (approved 7-0)

2018 WORK PROGRAM AND DEPARTMENT UPDATES

- Preliminary and Final Planned Unit Development for 144 multi-family units on 7.11 acres located north of 25th Street and Centerplace Drive and west of 35th Avenue Court (approved 6-0, one commissioner recused)
- Consideration of Preliminary Subdivision to include 149 single-family residential lots and 130 multi-family units on 78.01 acres located south of 4th Street, east of 71st Avenue, north of 8th Street and west of Sheep Draw (approved 7-0)

December 25, 2018

City offices closed.

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>

December 11, 2018

- Consideration of variance request to allow for a 75-foot silo where the maximum structure height allowed is 40 feet on a 1.57 acre parcel in the Industrial Medium Intensity zone district located at 1701 1st Avenue (approved 7-0)

Historic Preservation Commission

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

October 1, 2018

- Request for Certificate of Approval (reconsideration) for wall sign at 1214 9th Avenue (approved 5-0, one commissioner absent and one non-voting member)
- Request for Certificate of Approval for façade alterations at 806 9th Street (continued to November 19, 2018)

November 19, 2018

- Request for Certificate of Approval for façade alterations at 806 9th Street (continued to March 4, 2019)
- Request for Certificate of Approval for window replacement at 814 19th Street (denied 6-0 for replacement of windows on east side of house, one commissioner absent) (approved 6-0 for replacement of windows on the second floor of the south side and detached garage, one commissioner absent)

2018 WORK PROGRAM AND DEPARTMENT UPDATES

December 3, 2018

- Approval of building permit refund for alterations at 829 10th Avenue (approved 7-0)

Construction Trades Advisory and Appeals Board

The Construction Trades Advisory and Appeals Board met November 6, 2018. The purpose for the meeting was to review the amendments proposed by Staff for adoption with the family of the 2018 International Codes. During the meeting, much of the Boards focus was on two issues.

The first issue was the question as to whether the Board wanted to continue supporting the amendment that deleted the requirement for residential fire sprinklers in one and two-family dwellings, built under the International Residential Code (IRC). After lengthy discussion, the Board voted to not support the amendment deleting the sprinklers, and return to the base IRC requirement of installing residential fire sprinklers.

The second issue discussed centered on the International Energy Conservation Code (IECC), which for the past two triennial cycles, the Board had recommended the City remain on the 2009 IECC. After another lengthy discussion, the Board reversed their decision to stay with the 2009 IECC this cycle, and recommend to City Council, that the Council adopt the 2018 IECC.

Both of these decisions caught Staff by surprise, and Staff will be working on the changes, and setting up education and training for the building industry, early in 2019

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

4th Quarter Update:

CULTURE DIVISION

Festivals – The 2018 Festival of Trees was nearly identical to last year from a revenue and attendance standpoint. The Whoville Holiday special event sold out in two days, confirming a need to adjust pricing next year. The Teddy Bear Bash continues to sell out by the beginning of the event, and general attendance overall held steady despite reducing public evening hours.

Museums – October brought the resignation of the Curator of Exhibits, and the assistant has been handling the interim during a rehiring process. There has been reduced attendance at several key special events, through both weather and a minor decrease in marketing due to a staffing vacancy. Attendance at some events has been down overall in 2018 and analysis and coordination with a new Marketing Coordinator is expected to improve conditions in 2019.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Museum Advisory Board

October: Staff reported on donations to create the case for Rattlenake Kate's replica dress at Centennial Village, as well as several other restricted donations. The Friends of the Greeley Museum reported a profit from their annual Potato Day fundraiser. Dan reported that ALL of the roves at the White-Plumb Farm will be replaced by insurance due to the large hail event. Deaccessions as recommended by staff were unanimously approved.

November: There will likely be a public program off site at a local distillery connected with the Skål! Exhibition in February, staff are lining that up. Rentals of exhibits created by the Greeley History Museum continue to be rented out to other regional museums, Windsor will be renting both "Build! Frontiers" and "Tycoon VS TCartoon" in 2019.

December: No minutes by deadline of this report.

Public Art – October/November we painted/wrapped four more traffic control cabinets with colorful artwork - two artists were from Greeley and two from the Denver area. Staff and the commission began collaborating on design for artwork at three new Skate Parks within Greeley for 2019. Three Artists were chosen to submit proposals for art at the Transit Center. In December we requested artist proposals for a replacement mural in the downtown Art Alley, in collaboration with the DDA.

Greeley Art Commission

October: No Quorum, a subcommittee was formed to attend Skate Park meeting in a week.

November: Minor changes to policies and procedures, to have 51% be a quorum, allow digital attendance, and establish a minimum attendance for continued participation. To improve accessibility and attendance the Art Commission established some rules around attending meetings via phone/video conferencing when absolutely necessary. Approved the three proposed artists for Transit Center to submit proposals. Approved a proposed purchase from local artist/blacksmith Joshua Goss for the small dirt strip at the North East end of Luther Park, buy the #3 ditch bridge. Established a Skate Park selection committee and authorized a Request for Qualifications. Established a selection committee for artistic Bus Shelters. Second and final approval to deaccession the uptown tree "Saori in Bloom".

December: Formed a selection committee with a chair for E. Memorial Neighborhood projects (possibly up to 4 parks being renovated). Approved the Skate Park selection committee recommendation of Joshua Goss as the artist to work with the park design team to develop "skate-able art."

Sister City – Applications are being accepted now, interviews will be in January to select candidates to travel to Moriya, Japan June 18-29, 2019. Up to 10 selected Greeley students will attend orientation sessions through May. City Councilmember Robb Casseday and his wife Merikay will also be travelling to Japan with the students and staff chaperones.

Union Colony Civic Center – The Fall 2018 Semester concluded in December with three performances of the well above predicted sales. Spring Semester sales are starting stronger than fall and cumulative sales are ahead of 2017 figures by about 18% comparing similar time points in sales.

Union Colony Civic Center Advisory Board

October: Approved the Fall 2019 Survey for the public. Discussed moving the Kareem show to November and adding Digital advertising to reach into FC, Boulder, Longmont as well as "Team" discounts for sports teams.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Approved a Logo Design competition for high school and college students, a non-binding vote for winners by the full Board with tickets to shows at prizes will happen in February.

November: A discussion about awareness of the UCCC and it's offerings to households West of 23rd avenue and some of the ideas the board has, some challenges, and some perceptions. Review of post event survey data from patrons.

December: Reviewed and approved language to policies and procedures to allow attendance at meetings via phone/video conference in select circumstances, excessive use/absences will be addressed case by case. Presentation of Fall 2018 Survey results, and discussion of performances to target for offers, including co-promotes with Jim Murphy and High Plains Library District.

GOLF DIVISION

Boomerang Links and Highland Hills Golf Courses had a total of 1,585 total rounds in December. Highland Hills GC pro shop hosted the Wonderful Life Golf Tournament on December 22 and yet the event hosted 76 players playing on a windy 35 degree day! Maintenance staff is working on the 2019 equipment replacement plan and mechanics are reconditioning existing equipment for the upcoming season. 2019 Annual Passes and Memberships went on sale January 1, 2019.

Golf Advisory Board

The Golf Advisory Board met on November 8, 2018. Inquiries by the board on the research and probability of adding a banquet facility to one of the golf course club houses. The board was wanting to know if this would be revenue producing and how it would enhance the aging clubhouses. Board members discussed getting an earlier start with all the preparations on their annual fund raising tournament and event, the "Greeley Golfer Appreciation Day", in July. Next meeting is January 10, 2019.

ISLAND GROVE REGIONAL PARK

Island Grove finished 2018 with very strong revenues and we are currently over our revenue projections by over \$100,000, due to an increasing number of National and Specialty Dog Shows that are selecting Island Grove and Greeley to host their shows! This number will increase significantly when our Finance Department rectifies Weld County's portion of the Event Centers expenditures. This will increase revenues by another \$30 to \$40,000.

We have spent the past two months hosting many Holiday parties and catching up on some much needed maintenance issues. The Weld County Extension offices (Exhibition Building) are being renovated by Weld County and they have temporarily relocated to County space downtown. Construction is scheduled to be complete by February 4.

Upcoming and in-progress projects include upgrading Wi-Fi access in the County buildings, moving the Scheduling Office to the Outrider Building, adding fencing at Aven's Village and converting the Paddock house to offices for CPRD's new Natural Resources Division.

Event Season in our buildings will kick-off this year with the Colorado Farm Show running January 29 – 31.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Island Grove Advisory Board

The Island Grove Advisory Board met on December 6, 2018. The Weld County Extension presented an Economic Impact study completed by Dr. Rebecca Hill. Keith Maxey, Director of the Weld County Extension office and the Educational Chair of the Farm Show stated that the Farm Show is already changing their marketing strategies to capitalize on the studies recommendations. Other discussions included Island Grove projects and the CPRD proposed Smoking Policy.

PARKS DIVISION:

General Parks:

Staff are working on closing out 2018 capital projects and planning out 2019 projects. 2019 projects include the addition of shade structures over seating at the Youth Sports Complex as well as a playground at this site; re-designing the landscape and irrigation system of Bittersweet Park, along with the implementation of the new landscaping and a reduction of bluegrass; the construction of three skate parks (Peak View Park, Centennial Park and a new skate park at 3rd street and 11th Avenue); reseeding of Archibequ Park.

Staff have ordered additional trash cans for Bittersweet Park and Monfort Park. 15 new trash cans will be installed in Bittersweet and 14 installed at Monfort. These should be delivered after January 1, 2019 and installed as weather permits.

Archibequ Park has had several construction projects that are now complete for 2018. The new playground was finished in December and opened to the public. There is still some rubberized surfacing that will be installed in the spring of 2019, but that does not impact the opening of the playground. The irrigation project is complete, and the new restroom and shelter are complete as well. Staff will be working over the winter to install picnic tables and trash cans.

Staff worked with a contractor to replace the chain-link fence at Farr Park and Broadview Park backstops, and to completely replace the backstop at Sherwood Park. Those infields were also topped with a new layer of infield mix and were laser graded. Users have expressed numerous compliments for the repairs and leveling of the fields. Play will be safer and chances of water puddling on the sites has been reduced with the addition of proper material and grading.

The Parks Division was awarded an \$11,539 grant from the Regional Air Quality Council for the purchase of "no emission" battery powered maintenance equipment. This will go towards the purchase of battery powered string trimmers and blowers for various parks. The equipment will be purchased in January 2019 and older gas powered equipment will be recycled.

Forestry, Natural Areas and Trails:

Staff are working with Public Works to design and install improved accessibility to the Poudre Trail at the Signature Bluffs Trailhead (red barn). There will be new concreted parking spaces and a connected sidewalk to the trail. The port-a-let structure will also be relocated so there will be proper access to the unit as well.

Staff are working on Emerald Ash Bore presentations to interested Homeowner Associations throughout Greeley. Presentations are an effort to bring HOA Boards up to speed and to educate them on various options available, and to prepare them for what is to come in the future regarding this devastating beetle and the

2018 WORK PROGRAM AND DEPARTMENT UPDATES

potential resultant loss of ash trees throughout all of northern Colorado. The pest has not yet been located in Greeley or Weld county, but is starting to spread out of the Boulder area.

Linn Grove Cemetery:

Staff have been working on the installation of an Ossuary Memorial area. The majority of the work has been done in-house which includes site preparation, concrete foundation work, setting of the vault and the granite stones where the names will be etched. The finish flat work for the concrete plaza was completed by a contractor in December. Work will be completed in early 2019. There have already been several inquiries about the memorial option this offers, and 4 families have already purchased pre-need spots.

Improvements to the historic office and maintenance building were also completed during the final quarter of 2018. The stucco that had been damaged by hail was 100% repaired and the entire building was repainted. A ventilation system was also installed in the maintenance bay, and windows were replaced.

On December 15 the organizers of the Wreaths Across America program worked with staff to assist over 400 volunteers in placing almost 1600 wreaths on the grave sites of military service personnel and first responders.

Parks and Recreation Advisory Board

October: No meeting

November: Mandi Albano was introduced as a newly appointed member of the Board. Greeley was one of four finalists for the National Gold Medal Award for our population size. Staff accepted the finalist plaque at the National Recreation & Park Association Conference. The Department recently received two awards from the Colorado Open Space Alliance and the Colorado Parks & Recreation Association, both recognizing our efforts in using more natural methods for natural areas management. **Smoke Free Ordinance:** Board members received the most recent language that is being proposed for the ordinance. There is already a ban on smoking on ballfields and pools. The proposal would add 50 feet from pools, and add splashparks, skateparks and within a 50 foot perimeter around playgrounds. Andy will add to the information to be presented to City Council, that the Parks & Recreation Advisory Board would like City Council to consider other areas as well. Board members conducted a brief poll to see how many were in favor of adding other areas. The results were: Original areas listed on proposal (9 for, 0 against), Trails (8 for, 1 against), Natural Areas (8 for, 1 against),

Basketball/Volleyball/Tennis Courts (9 for, 0 against), Dog Parks (6 for, 3 against). **Beer/Wine Consumption in Parks:** Due to changes in Colorado State Revised Statutes regarding beer and beer strength starting in January, 2019, staff is preparing to modify the Greeley Municipal Code related to definitions of beer.

December: The final public meeting on skate park design is scheduled for December 13th. The Community Christmas party is Saturday at the Rodarte Center. **Smoke Free Ordinance:** Rick Reeser stated Mayor Gates requested him to share with the Board, how much he and City Council appreciates their work and dedication. City Council agreed to ban smoking in playgrounds, skate parks, sports courts and added park shelters. The introduction of the ordinance will go to Council on December 18th with the final public hearing scheduled for January 15th. **Trails at Sheep Draw Park:** The park is a 13 acre site on the southwest corner of the subdivision. The developer will construct the park with completion planned for spring. Marketing staff will prepare a public campaign using social media and publications to ask for recommendations for naming the park. **Park Permit Changes:** Eric Bloomer reported the trend in Colorado is to get away from allowing inflatables to be used in

2018 WORK PROGRAM AND DEPARTMENT UPDATES

parks due to liability. A special event permit is currently being designed that would include the inflatables policy. A motion was made by Scott McPherson that the City not permit inflatable devices in City parks with the exception of public events with special permit and insurance required. The motion was seconded by Kathleen Stewart and passed 7-0.

RECREATION DIVISION

General

Greeley Recreation has had several staff changes over the past three months. Three customer service representatives resigned from their positions due to new opportunities and long-tenured staff member, Tony Mata, retired from his position at the Rodarte Community Center. In reviewing the various vacancies, Recreation recommended the following positions be reorganized and hired:

- Recreation Coordinator II – Membership sales and retention for Recreation Center and FunPlex
- Recreation Coordinator II – Skate Programs at Ice Haus
- Customer Service Representative – Recreation Center
- Customer Service Representative – Rodarte Community Center

Dominique Padilla was also promoted to the position of Recreation Coordinator I within Youth Enrichment programs and the Rodarte Community Center as a part of the reorganization.

Several new pieces of fitness equipment were added to the Recreation Center and Family Funplex in late November. New tumbling mats were also purchased for the Recreation Center in December. Additionally, new two-way radios were purchased for all Recreation facilities. These radios allow staff to move throughout each facility while providing quality customer service and proper supervision.

A college internship program was more fully formally developed and will begin in 2019. Ten internship positions will be hired throughout 2019 and each internship will receive a \$1,500 stipend and includes approximately 400 hours of service for each.

There were a total of 179 individuals who became belay certified to utilize the climbing wall (“The Rock”) at the Greeley Recreation Center. We are looking to increase this number in 2019 and will be hosting more open climb nights throughout the year!

The age restrictions for access to the weight room at the Funplex and Recreation Center will be lowered from 16 years to 12 years old as long as there is an adult attending with the youth. Strength and Conditioning Orientation classes will also now be offered for youth ages 12-16.

Youth and Adult Sports

Several youth sports programs were modified for the first time in several years. This included offering fall Youth Volleyball leagues and clinics partnered with UNC Volleyball. New curriculum was offered to volunteer coaches to help ensure their success and we hosted our first Volunteer Appreciation Night on November 7. This event included a sponsorship from Wing Shack and Bulldog Pub and Grub to provide \$5 vouchers to each establishment for all of our volunteer coaches.

Several programs grew in numbers including:

- Little Spikers (volleyball) (total for the year): 87 participants (63 in 2017)
- Dinky Dunkers (young basketball): 154 (125 in 2017)
- Winter Adult Volleyball: 58 teams (47 teams in 2017)
- Youth Basketball: 428 participants (325 in 2017)

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Middle School Sports

Partnership with D6 has gone very well this year. The format changed this year for court sports as each school now has tryouts for all 6-8 grade students. Greeley Recreation now collaborates with the school to coordinate their D team as opposed to strictly hosting all 6th graders. This academic year there were 115 volleyball participants, 160 football participants, 145 boys basketball participants and registration is currently wrapping up for girls basketball.

Active Adult Center

The Active Adult Center hosted an annual Christmas Luncheon and hosted 154 participants. A total of \$161,815 in revenue was brought in from the privately funded insurance program SilverSneakers® at the Active Adult Center, Family Funplex and Recreation Center in 2018. The Active Adult Center was closed the week before Christmas for annual maintenance and deep cleaning and carpets were shampooed, class rooms and fitness rooms were painted, the kitchen was deep cleaned and all lobby furniture was steam cleaned.

Adaptive and Inclusive Recreation (AIR)

The AIR program collaborated with Marketing to develop a program brochure. AIR programs have been well received by the community and numbers will continue to expand as marketing efforts grow.

Ice Haus

Several special events were held at the Greeley Ice Haus. The Winter Ice Show was a tremendous success with 427 people in attendance. The Skate Your Turkey Off events was also well attended with 184 people participating the day after Thanksgiving. Both of these events experienced a significant increase from 2017. The Historic Skate session also had 70 participants this fall.

Aquatics

Centennial Pool has been added to the City's network with fiber installation (bringing this 50 year old facility in to the 21st century...). This will now allow staff to utilize RecTrac program management software at the pool to track participants. Patrons will also be able to pay for admission to the pool via credit card.

Discovery Bay pool will also now have City network access through wireless technology. With a new wireless receiver mounted on the roof, Recreation will now have the ability to utilize RecTrac software and accept credit cards at this location as well.

The USSA Swim Foundation purchased 27 (four week sessions) swim lesson vouchers to give to community members who participated in the Dolphin of the Desert swim lab (mostly area Boys and Girls Club members).

Recreation hosted a Lifeguard Training course as well as a Water Safety Instructor course over winter break. These courses help us to provide quality seasonal staff and improve the quality of our lifeguard staff and Learn to Swim programs.

New lane lines and backstroke flags were purchase by Weld School District 6 for the swim pool at the Greeley Recreation Center.

Youth Enrichment/Rodarte Community Center

Over 1300 people attended the Community Christmas Party on Saturday, December 8. The Greeley Youth Commission was instrumental in collecting gently used clothing to distribute at the event as well.

2018 WORK PROGRAM AND DEPARTMENT UPDATES

The new entrance to the Rodarte Community Center was unveiled in the fall. The project included a new ADA accessible ramp on the west side (main entrance) of the facility, along with a vestibule and a reconfigured front desk offering much improved access control.

The After School Program utilized a new life skill and physical education curriculum called Overcoming Obstacles and O.P.E.N. (Online Physical Education Network) at Anna Gimmetad and the Rodarte Community Center.

We received a sponsorship from the Danny Juarez Foundation to sponsor the Hard Knocks at Rodarte boxing program and musical instruments for the UNC String Project.

We formed a partnership with the UNC Athletics Department that provides mentoring/tutoring twice a month, tickets to home games, and athletic clinics put on by UNC sports teams to teach youth the basic skills and rules of specific sports.

Rodarte Advisory Board

October:

Expansion update: The Rodarte Advisory Board took a tour of the construction, which was scheduled to 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. 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. The 40 year celebration of the Rodarte Community Center is to be schedule in the summer of 2019.

Halloween Pumpkin carving contest and carnival. Thank you to Sears Real Estate sponsor for sponsoring this event. Carving will take place Wednesday, October 24 4:30-6:00 pm at the Rodarte Community Center. The Halloween carving contest and carnival will be Thursday, October 25 4:30-6:30 pm and the Rodarte Advisory Board will judge the winners at 5:00 pm. The annual Rodarte Boxing Club Smoker will take place on Saturday, October 27 with fights starting at 2:00 pm. There are 30 pre-matched fights and the Danny Juarez Foundation sponsored the belts and trophies for the event. Representatives of the Foundation will be present at the event. The Community Christmas Party is scheduled for Saturday, December 8 from 10 am-1 pm. We have confirmed the Kaiser sponsorship again for 2018. Flyers for the event and wrapping will be presented at the next Advisory Board meeting. Dominique Padilla presented the capabilities of the 3D printer that was purchased through the STEM Summer Scholars grant.

November:

Expansion update: The Rodarte Advisory Board took a tour of the construction, which was completed with just minor touch ups to be made. Bilingual brochure update-Staff are working on updating pictures and text that will be translated into Spanish. UNC Athletics Partnership-Staff are currently working 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. The 40 year celebration of the Rodarte Community Center is to be scheduled in the summer of 2019. Halloween Pumpkin carving contest and carnival recap. Thank you to Sears Real Estate sponsor for sponsoring this event. Carving took place Wednesday, October 24 4:30-6:00 pm at the Rodarte Community Center. The Halloween carving contest and carnival occurred on Thursday, October 25 from 4:30-6:30 pm and the Rodarte Advisory Board judged the

2018 WORK PROGRAM AND DEPARTMENT UPDATES

winners. The annual Rodarte Boxing Club Smoker took place on Saturday, October 27. There were 30 pre-matched fights and the Danny Juarez Foundation sponsored the belts and trophies for the event. Representatives of the Foundation were presented at the event. The After School Program Thanksgiving meal will be on Friday, November 16 from 5:00-6:30 pm. The Community Christmas Party is scheduled for Saturday, December 8 from 10 am-1 pm. We have confirmed the Kaiser sponsorship again for 2018. Flyers for the event and wrapping were presented to the Advisory Board. Advisory Board members will act as Santa and Mrs. Claus. Nico Ruscitti, Recreation Coordinator II presented the Brightwheel Lesson Planning presentation to the Board. He led the Board through attendance tracking, lesson planning and risk management. Staff updated the Advisory Board on current programs as well.

December:

No minutes available

Youth Commission

October:

CITY COUNCIL UPDATE/COMMENTS- None at this time.

EX-OFFICIO COMMENTS- Ryan Chun handed out community service opportunities and encouraged Commissioners to attend for the month of November.

STAFF LIASON COMMENTS- Andy McRoberts, CPRD Director, updated the Youth Commission on the design workshop for Greeley Skate parks and encouraged Commissioners to attend and voice their opinion. Dean Campos, Recreation Program Manager, commended the Commission on their plan of action and leadership these past few months.

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 voted of the approval of survey questions and marketing plan. City staff updated the Youth Commission on the Smoke Free Parks, Trails and Open Spaces initiative. The next reading of the ordinance is Tuesday, November 13 at 5:00 pm at the City Council Work-session at City Center which Youth Commissioners are encourage to attend to support Brooklyn to speak on their behalf. The Commission also discussed the Cold Weather Clothing Drive and schools to target. Each Commissioner has been tasked with setting up a collection site at the school and to act as the point of contact. The clothing will be dispersed at the annual Community Christmas Party on Saturday, December 8 at the Rodarte Community Center. The Youth Commission also discussed marketing efforts. The Commission will decided on a monthly message that will be conveyed social media through the Instagram and Facebook platform. 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. Staff will organize a presentation about Moriya, Japan for the November meeting.

November:

CITY COUNCIL UPDATE/COMMENTS- Councilman Smail expressed how impressed he was with the smoke free ordinance presentation. Councilman Smail wanted the Commission to keep in mind that the smoke free ordinance may not pass for all parks but the Youth Commission came out with a win.

EX-OFFICIO COMMENTS- Ex- Officio Ryan Chun talked about new volunteer opportunities for the Youth Commission to be involved with for the month. Ex- Officio Dr. Ken Humphrey welcomed new members back to the Youth Commission.

STAFF LIASON COMMENTS- None at this time.

Sister City presentation of Moryia, Japan by Sumiko Gibson. Sumiko's presentation engaged the commissioners to test their knowledge on facts they knew about Moryia, Japan. Sumiko created a game with

2018 WORK PROGRAM AND DEPARTMENT UPDATES

questions relating to Japan culture. The Youth Commissioners all participated and fun with the presentation. She also encouraged the commissioner's to apply to travel to Japan and experience Moryia first hand. Monthly event geared toward middle/high school students: Marketing will create a survey through Survey Monkey. The Commission talked about the survey questions and informed them that the questions were passed on to marketing and we are waiting to create the survey through Survey Monkey. Smoke Free Parks, Trails and Open Spaces: Andy Mc Roberts, CPRD Director, spoke about the smoke free ordinance and the next steps. He spoke about how well Brooklyn did with articulating the importance of the smoke free ordinance to the City Council. One change that he had suggested was to change the distance that people are allowed to smoke around parks to a consistent number of feet, instead of having two different distances for specific parts of the park. Andy mentioned that it would be easier for the police department to reinforce the ordinance if the distance was consistency all around. Next steps for the ordinance is to finalize wording and schedule meeting to approve the ordinance. Clothing Drive Committee: Commissioners gave an update on schools and collection progress. The pickup date for all schools is December 7th, it was a little later than expected. Commissioners will send out a reminder on the Remind Me app to pick up on this day. Volunteer support at Community Christmas Party will be Saturday, December 8 9:00 am-1:30 pm Marketing: Nico Ruscitti, Recreation Coordinator II, introduced himself to the commissioners and explained how he wants to highlight programs here at the Rodarte Community Center and that included the Youth Commission. He was introduced to Maya, and they came up with a game plan for social media. The first post was put up on Facebook and Instagram at the November 26 meeting.

December:

No minutes available

FINANCE DEPARTMENT – VICTORIA RUNKLE, ASSISTANT CITY MANAGER

4th Quarter Update:

No additional updates

FIRE DEPARTMENT – DALE LYMAN, FIRE CHIEF

4th Quarter Update:

DATA

- Non-emergency service requests(Public education/events)
 - 4Q= 47 (2390 Children, 2347 Adults)
 - 2018 total= 189 (8584 Children, 8027 Adults)
- Training Hours
 - 4Q = 9,137 (2017 4Q = 6,371)
 - 2018 Total = 31,130 (2017 Total = 29,003)
- Emergency Responses –
 - 4Q = 3,448 (2017 4Q = 3,830)
 - 2018 Total = 14,004 (2017 Total = 14,571)
- 138 Fire Inspections
- 100 Plan reviews

2018 WORK PROGRAM AND DEPARTMENT UPDATES

COMMUNITY ENGAGEMENT/OUTREACH:

- Hosted Leadership Weld County (October 4th)
 - Hosted 12 Leadership Weld County Students (Ride-Alongs)
- Hosted 30 EMT-B Students from Aims Community College
- Hosted the FRFC Recruit Academy
- Facilitated the COG Flu Clinic
- Provided oil and gas safety training to storm water division
- Fire Prevention week
- Provided 3 fire extinguisher training classes to the community
- 7 citizen CPR classes delivered

OPERATIONAL EFFECTIVENESS:

- Initiated data collection process with Fleet Maintenance
- Initiated data collection process for Turn-Out and Response Times
- Full transition to ESO records management system
- Continued with the rollout of Target Solutions
- Cooperated with Water and Sewer department on water distribution system test to identify areas of poor water supply.
- Began planning process for St. 6
 - Promontory land acquisition underway. Land survey has been completed and sent to land owner for review.
- One member successfully completed the Aims CC Paramedic Program
- Completed the on-boarding, academy and post-academy process for 3 new hires

SIGNIFICANT TRAINING:

- 4 members graduated from the Leadership Journey/Envision Leadership course
- Operational and Leadership Development Training for 6 Chief Officers (Colorado State Fire Chiefs Conference)
- Initiated the internal application process for a 2019 Professional Development Program
- All crews completed live fire training
- All crews completed Rapid Intervention and Mayday training
- 1 member obtained technician certification from RAE Systems to maintain our gas detector inventory
- 8 members attend training – Combat Ready Truck Company
- New hire interviews were conducted
- 2 members took the State certification exam for Driver Operator
- Aims Community College utilized the Public Safety Training Facility for their Academy live burns
- 6 members attend a proctor renewal course
- 2 individuals attended the community paramedic program at Aims
- 7 members renewed their State Proctor certification
- 33 Fire certifications were renewed
- All crews completed Self Contained Breathing Apparatus confidence course and search training
- All members completed Basic Life Support (CPR) renewal
- Attended planning meeting for a functional exercise with Extraction Oil and Gas
- 3 recruits graduated from the Front Range Fire Consortium Academy
- Sent 4 firefighters to Arson Investigators conference

OTHER ACCOMPLISHMENTS:

- Hosted a Peer Support/Mental Health Event for members and spouses

2018 WORK PROGRAM AND DEPARTMENT UPDATES

- Initiated design and build process for a new Water Tender truck
- On-going and productive meetings with Labor/Management
- EMS Task Force worked collaboratively and finalized transport contract recommendations to the Fire Chief and City Manager. They will continue work.
- Completed PROpel work group meetings
- Established a new Paramedic and EMT-B eligibility list
- Completed cost estimates for a new(station #6) Fire Engine and associated Fire and EMS Equipment
- Entered into a new Portable Radio Maintenance/Service Contract with WCRCC
- 4 recruits began working shifts in December
- Extended 9 conditional job offers
- Completed transition of permits from High Plains to TrakIt; this will make permitting a one stop shop for building community

HUMAN RESOURCES DEPARTMENT – SHARON MCCABE, HUMAN RESOURCES DIRECTOR

4th Quarter Update:

- In partnership with hiring managers, assisted in the selection and hiring processes for 42 employees who began employment or received promotions in the fourth quarter of 2018.
 - Health & Wellness: conducted annual benefit plan open enrollment for all benefit-eligible employees; teamed up with Fire Department to administer flu vaccines to 598 employees and family members at 13 separate Flu Clinics; 175 employees/spouses participated in annual Mammogram event; Wellness Incentive Program awards allocated to 480 employees who met program goals.
 - Scheduled and coordinated approximately 100 consultant-facilitated individual or group meetings held with a cross section of approximately 40% of our regular full-time employees to take the “pulse” of our organization and develop recommendations and insights for future growth and development;
- Ongoing process of transitioning from paper to electronic personnel files – fully electronic for: seasonal employment files, I-9s and Employment Affirmations, benefit-eligible employees hired 2016 to date.

INFORMATION TECHNOLOGY DEPARTMENT – MARK HOEKSTRA, INFORMATION TECHNOLOGY DIRECTOR

4th Quarter Update:

Completed ITIL / ITSM assessment and strategy to improve internal IT service operations
Completed project to replaced 80 network switches
Finalized plans to move City data center
Completed projects to upgrade SCADA networking equipment at water treatment facilities
Completed several software implementation projects
Supported several software selection processes for various departments
Established Cybersecurity incident response and risk management programs
Began moving city fiber optic network from leased to city-owned fiber assets

2018 WORK PROGRAM AND DEPARTMENT UPDATES

Supported Police body camera program
Continued Phase 2 broadband activities

MUNICIPAL COURT – MARK GONZALES, MUNICIPAL JUDGE

4th Quarter Update:

The City of Greeley officially opened the new City Center South Plaza on September 4th, 2018. The staff of Municipal Court were able to move into the facility in 2 days, getting all the computer networks and furniture ready for our docket on Monday, August 27th. The move was years in planning to our final home after leaving the old Lincoln Park center. Not only planning but staff had 5 plus total moves to the Temporary Court House on the old Safeway parking lot and the basement of City Hall before getting into City Center. All the staff are very grateful to be working in such a wonderful facility.

Municipal Court workload statistics:

- 4th Qtr 2017 traffic and criminal cases: 4,241
- 4th Qtr 2018 traffic and criminal cases: 3,982
7% decrease
- 4th Qtr 2017 parking tickets: 2,526
- 4th Qtr 2018 parking tickets: 2,379
6% decrease
- 4th Qtr 2017 closure rates 139.92%
- 4th Qtr 2018 closure rates: 123.18%
12% decrease

(The closure rate decrease is to be expected as Municipal Court closes out all previous years open cases)

Total cases (traffic, criminal, animal and zoning tickets)

2006	14,059
2007	15,989
2008	17,209
2009	19,234
2010	18,230
2011	17,590
2012	16,344
2013	12,489
2014	13,619
2015	14,370
2016	12,256
2017	14,500
2018	16,066

2018 WORK PROGRAM AND DEPARTMENT UPDATES

POLICE – MARK JONES, POLICE CHIEF

4th Quarter Update:
No additional updates

PUBLIC WORKS DEPARTMENT – JOEL HEMESATH, PUBLIC WORKS DIRECTOR

4th Quarter Update:
No additional updates

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

4th Quarter Update:

The Department implemented a cash-in-lieu of water dedication policy that was contemplated in the 2003 master plan. The cash-in-lieu of water dedication policy eliminates prior requirements that new development projects acquire and dedicate raw water in advance of the development approval process and allows growth to follow the market and job growth without constraint from the water resources market. Greeley's Water & Sewer Department have some large infrastructure replacement and capital projects coming in the near future. Water & Sewer has a large investment in future water supplies through the NCWCD's Windy Gap Firming project and our Milton Seaman water storage expansion project. These projects and regulatory compliance at the City's wastewater treatment and water reclamation facility will require large capital investments and so it's important that the Department is well positioned to develop revenues from growth via cash-in-lieu to build a capital reserve for future projects. During the 4th Qtr., the Water Resources team added well qualified staff to manage the reservoir expansion permitting action and related engineering, water acquisitions and programmatic projects management.

Additionally, the department is collaborating with Community Development and City Manager's Office on policies and a refined approach to facilitating water wise development projects under pilot project terms and policy that encourage water conservation above traditional levels. Water & Sewer is committed to updating its 2004 non-potable system master plan and will add scope of work to the Transmission/Distribution master plan. The Department will work through 2019 to develop polices, practices and design standards for non-potable water systems and work on programs that may allow for shifting irrigation demands off the treated water system. Water & Sewer continues to strive to serve the community, improve our internal communication practices, enhance our organizational culture through focus on mission, vision and values, and break down silos. Investments in water treatment plants and engineering upgrades for wastewater treatment plants will provide value to our citizen customers and serve the community for generations to come.