Greeley City Council Agenda

Work Session

Tuesday, November 12, 2024 at 6:00 PM

City Council Chambers at City Center South, 1001 11th Avenue, Greeley, CO 80631
via Zoom at: https://greeleygov.zoom.us/j/82235659594

NOTICE:

City Council Meetings are held on the 2nd and 4th Tuesdays of each month in the City Council Chambers. Meetings are conducted in a hybrid format, with a Zoom webinar in addition to the in-person meeting in Council Chambers.

City Council members may participate in this meeting via electronic means pursuant to their adopted policies and protocol.

Members of the public are also invited to view Council work sessions in person or remotely. **Work Sessions do not include public input in any format. Public comment is only permitted at regular Council meetings on the 1st and 3rd Tuesdays of each month.**

Watch Meetings:

Meetings are open to the public and can be attended in person by anyone.
Meetings are livestreamed on the City's website, Greeleygov.com as Youtube.com/CityofGreeley as well as over Zoom webinar. Public participation in the Zoom webinar only allows viewing the meeting.

Meeting agendas, minutes, and archived videos are available on the City's meeting portal at https://greeleyco.portal.civicclerk.com/ For more information about this meeting or to request reasonable accommodations, contact the City Clerk's Office at 970-350-9740 or by email at cityclerk@greeleygov.com If you need the following documents in an alternative format for accessibility purposes, please contact the City Clerk's Office at cityclerks@greeleygov.com or 970-350-9740.

Mayor
John Gates
Councilmembers
Tommy Butler - Ward I
Deb DeBoutez - Ward II
Johnny Olson - Ward III
Dale Hall - Ward IV
Brett Payton - At-Large
Melissa McDonald - At-Large

City Council
Work Session Agenda

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via Zoom at: https://greeleygov.zoom.us/j/82235659594

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Reports from Mayor and Councilmembers
5. 2024 Triennial Review for Greeley Art Commission, Union Colony Civic Center Advisory Board, Greeley-Weld Housing Authority, and Construction Trades Advisory and Appeals Board
6. Office of Emergency Management Review and Update
7. West Greeley Project Update
8. Scheduling of Meetings, Other Events
9. Adjournment

Work Session Agenda Summary

Title:

Reports from Mayor and Councilmembers

Background:

Board/Committee	Meeting Day/Time	Assignment
Airport Authority	3rd Thu, 3:30 p.m.	Payton/Gates
Board/Commission Interviews (Team of 2)	monthly as needed	Council Rotation
CML Executive Board Opportunity	as needed	Hall
CML Other Opportunities	as available/desired	
CML Policy Committee (Council or Staff)	as needed	Hall/Lee Gates alternate
Downtown Development Authority	3rd Thu, 7:30 a.m.	Butler/DeBoutez
Employee Health Board	as needed	DeBoutez
Highway 34 Coalition	as needed	Olson
Highway 85 Coalition	as needed	Gates
Historic Preservation Loan Committee	as needed	DeBoutez
Human Relations Commission	2nd Monday, 5 p.m.	DeBoutez
Interstate 25 Coalition	as needed	Olson
Island Grove Advisory Board	1st Thu, 3:30 p.m.	Butler
National League of Cities Transportation and Infrastructure Services Committee	as needed	Olson
Parks & Recreation Board	1st Friday, 7 a.m.	DeBoutez
Police Pension Board	quarterly	McDonald
Poudre River Trail	1st Thu, 7 a.m.	Hall
Regional Opioid Council	as needed	Gates
Transportation/Air Quality MPO	1st Thu, 6 p.m.	Olson/Payton
Upstate Colorado Economic Development	last Wed, 7 a.m.	Gates
Water & Sewer Board	3rd Wed, 2 p.m.	Gates
Weld Project Connect Committee (United Way)	as needed	Olson
Youth Commission Liaison	4th Mon, 6 p.m.	McDonald

Work Session Agenda Summary

November 12, 2024
Key Staff Contact: Heidi Leatherwood, City Clerk, Jennifer Middleton, Deputy City Clerk

Title:

2024 Triennial Review for Greeley Art Commission, Union Colony Civic Center Advisory Board, Greeley-Weld Housing Authority, and Construction Trades Advisory and Appeals Board

Background:

Annually, a group of boards and commissions are scheduled for review by the City Council to determine if their primary purpose has been fulfilled and if they should be reauthorized to continue serving in this selected capacity. This option to review boards and commissions was made by a charter amendment from the registered electors of the City of Greeley in 2001. An ordinance (2002) was adopted to establish a schedule to make sure these boards are reviewed every three (3) years.

During the last few years, there has not been a process for reviewing selected boards and commissions. In 2023, the City Clerk's department created a questionnaire and a preliminary process for each board being considered, to report back on their impact on the community, meeting of their goals, and if they participated/sponsored any engagement events.

The following boards are part of the 2024 Triennial Review:
- Greeley Art Commission;
- Union Colony Civic Center Advisory Board;
- Greeley-Weld Housing Authority; and
- Construction Trades Advisory and Appeals Board

Staff requests Council review the information supplied to give consensus on reauthorization of the four (4) boards and commissions, and direct staff to prepare a draft ordinance for consideration at the December 3, 2024 City Council meeting.

The City Clerk's Office has compiled basic data on the boards' activities including attendance, vacancies, recruitment applications received, and frequency of meetings. Staff liaisons and board chairs were asked to attend the work session to answer any specific questions related to their board.

Strategic Focus Area:

Business Growth
Community Vitality
High-Performance Government
Housing For All
Infrastructure and Mobility
Quality of Life
Safe and Secure Communities

Attachments:

1. Art Commission Triennial Review Questionnaire
2. Union Colony Civic Center Advisory Board Triennial Review Questionnaire
3. Greeley Weld Housing Authority Triennial Review Questionnaire
4. Construction Trades Advisory and Appeals Board Triennial Review Questionnaire
5. 2024 Triennial Review Board Meeting Statistics
6. Item 5 - Presentation

BOARDS AND COMMISSIONS
TRIENNIAL REVIEW QUESTIONNAIRE

In 2001, Greeley voters approved an amendment to the Home Rule Charter, in Section 2-8 Appointive Boards and Commissions, to require that City Council review advisory groups every three (3) years to determine whether it continues to serve the purpose for which it was created. Ordinance No. 59, 2002, was adopted by City Council to implement the triennial review schedule for the appointive boards and commissions. In 2024, Construction Trades Advisory & Appeals Board, Greeley Art Commissions, Greeley/Weld Housing Authority, and Union Colony Civic Center are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form, adding additional pages as necessary, and submitting the required attachments to the Clerk's Office before June 30, 2024.

Please find the attached documents: Current Board Bylaws and reference to the Greeley Municipal Code.

BOARD/COMMISSION NAME:	**DATE PREPARED:**
Art Commission	22 August 2024

MEMBERS:	
1. Louisa Andersen, Chair	7. Tony Miller
2. Heather Utrata, Vice Chair	8. Eddie Mirick
3. Michelle Boonen	9. Kathy Sage
4. Tom DeVore	10. Benson Verbel
5. Michael Haren	11. Sharon Wright
6. Molly McIntosh	12.

Greeley City Council has identified Seven Strategic Focus Areas :

a. Business Growth:
Create economic development, assess, and evaluate the structure and organization of the economic health and housing department, transform Greeley's image, reputation and perceptions of who we are as a livable and business-oriented community.

b. Community Vitality:
Develop a sub-are planning strategy providing master plan guidance, update Metro District Standards, promote high quality development, review development code to include new overlay districts, update city entryway plan and enhance the City's code

compliance program to foster neighborhood success in meeting property use and maintenance standards.

c. High Performance Government:
Committed to effective systems, strategies, structures, strategic planning, and customer service. Values of transparency, accountability, and responsible stewardship of our resources.

d. Housing for All:
The goal is for residents of all socioeconomic levels have the ability to secure quality housing choices. Through partnerships with nonprofits and local national developers we create a model for sustaining diverse housing options.

e. Infrastructure and Mobility:
Strategically plan, design, and build our urban infrastructure systems and facilities so they are attractive, safe, and high performing.

f. Quality of Life Amenities:
Develop standards for landscape maintenance, promote signature community destinations and expand programming, services and facilities that support and enrich youth development throughout the community.

g. Safe and Secure Communities:
Greeley is a community that is committed and confident we are well-prepared to respond with resources need to address emergencies and continue essential operations and services.

1. Please list your Board/Commission priorities below: (1) for the primary, (2) for secondary and provide an explanation on how they align with the Strategic Priorities found above.

1. Quality of Life Amenities

2. Infrastructure & Mobility (3. Business Growth “a fine community attracts business”)

7. Reviewing the current purpose of this board from the attached Greeley Municipal Code, define how the actions of this board are actively accomplishing this purpose.

We actively add new artwork to the public each year with a very thorough process and we review proposals for donation and determine inclusion into the city’s art collection. We also ensure artwork is maintained.

a. What more needs to be done to deliver this service to the community?

More staff to manage projects and maintenance of existing pieces. While Commissioners observe and monitor needed maintenance on the collection, a dedicated assistant could help alleviate deferred minor maintenance.

8. List annual workplan(s) over 2021-2024 and state what parts of the workplans were accomplished. List any projects in motion for the remainder of the year and after 2024.

Continuation of location determination for additional installations as needed through planned developments of parks, continuation of Paint the Town mural and traffic cabinet beautification, additional assistance and contributions to designs for planned capital improvements such as roundabouts, medians, sidewalks, other public spaces

9. Please share specific projects, achievements, and initiatives this board has completed over the last three years (2021-2024).

12 th Street Outfall art project, Redtail Park sculpture, Delta Park sculptures, ten new traffic cabinets along 34 business, new mural to replace the Courage mural on 8 th Ave and 7 th St., adoption and installation of sculpture in Josephine Jones park, consideration and design for proposed 16th St. roundabouts, addition of "Animal Tracks" to Broadview #3 Ditch trail, addition of three new Uptown Trees along 8th Avenue, cleaning and waxing of bronze sculptures, maintenance of existing sculptures and murals

10. What community events, volunteer opportunities and engagement forums do this board attend, support or facilitate? Please describe community engagement efforts over the last three years (2021-2024).

Design, creation, and distribution of 1700+ coloring books to 3rd Graders in District 6 boundaries, presence at the Arts Picnic to interact with and receive feedback from community, curation of public art show in the Tointon Gallery during the Arts Picnic, completion and presentation of 2023 Art Master Plan to City Council, community outreach at various festivals in coordination with Parks, Rec.. & Culture, interaction through offering traffic cabinet designs to new artists and students

11. Are board meetings conducted in an effective manner?

Meetings monthly, committees and affinity groups meet as needed (at least quarterly)
Minutes taken, prepared, distributed on time; agenda published on time; orderly meetings conducted within scheduled time.

12. Are meetings held according to your meeting schedule (e.g., 1st Friday of each month at 4 p.m.)?

Monthly meetings from 4 p.m. to approximately 5 p.m. on the third Tuesday

13. Are discussions focused on the agenda topics, are topics in line with your object or goals?

During meeting times, only appropriate business is discussed in accordance with the agenda. Additional discussion of topics not on the agenda is confined to time after the close of the meeting.

14. What format are your meetings held? (In-person, virtual or hybrid)

In-person meetings in room 201 of the Recreation Center, but members can also attend virtually if needed.

15. Do members of the public attend meetings? If so, how many (average), how often and do they provide input?

Occasionally we have public visitors. We can always add public comments or initiatives to the agenda, for example a Boy Scout Eagle Project that may impact an existing installation.

16. What could be done to improve board meetings?

"Snacks" "Karaoke"

17. List additional information this board feels would be helpful to council to reauthorize this board.

This Commission has brought to the public over 200 outdoor works of art and over 300 indoor works, as well as managed maintenance of our City's huge collection. We take efforts to communicate with specific neighborhoods and communities before placing installations in an area and to distribute installations equitably throughout the City. We vet projects for appropriateness, variety, local artistic input, and financial management.

18. Other comments:

The Boards & Commissions Handbook Training was effective.

Please provide the following attachments:

- **2024 current work plan**
- **Attendance records (2021-2024)**
- **Bylaws if different from what was provided**

BOARDS AND COMMISSIONS
TRIENNIAL REVIEW QUESTIONNAIRE

In 2001, Greeley voters approved an amendment to the Home Rule Charter, in Section 2-8 Appointive Boards and Commissions, to require that City Council review advisory groups every three (3) years to determine whether it continues to serve the purpose for which it was created. Ordinance No. 59, 2002, was adopted by City Council to implement the triennial review schedule for the appointive boards and commissions. In 2024, Construction Trades Advisory & Appeals Board, Greeley Art Commissions, Greeley/Weld Housing Authority, and Union Colony Civic Center are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form, adding additional pages as necessary, and submitting the required attachments to the Clerk's Office before June 30, 2024.

Please find the attached documents: Current Board Bylaws and reference to the Greeley Municipal Code.

BOARD/COMMISSION NAME:	**DATE PREPARED:**
UCCC Advisory Board	5/28/24

MEMBERS:	
1. (See attachment 1)	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

Greeley City Council has identified Seven Strategic Focus Areas :

a. Business Growth:
Create economic development, assess, and evaluate the structure and organization of the economic health and housing department, transform Greeley's image, reputation and perceptions of who we are as a livable and business-oriented community.

b. Community Vitality:
Develop a sub-are planning strategy providing master plan guidance, update Metro District Standards, promote high quality development, review development code to include new overlay districts, update city entryway plan and enhance the City's code

compliance program to foster neighborhood success in meeting property use and maintenance standards.

c. High Performance Government:
Committed to effective systems, strategies, structures, strategic planning, and customer service. Values of transparency, accountability, and responsible stewardship of our resources.

d. Housing for All:
The goal is for residents of all socioeconomic levels have the ability to secure quality housing choices. Through partnerships with nonprofits and local national developers we create a model for sustaining diverse housing options.

e. Infrastructure and Mobility:
Strategically plan, design, and build our urban infrastructure systems and facilities so they are attractive, safe, and high performing.

f. Quality of Life Amenities:
Develop standards for landscape maintenance, promote signature community destinations and expand programming, services and facilities that support and enrich youth development throughout the community.

g. Safe and Secure Communities:
Greeley is a community that is committed and confident we are well-prepared to respond with resources need to address emergencies and continue essential operations and services.

1. Please list your Board/Commission priorities below: (1) for the primary, (2) for secondary and provide an explanation on how they align with the Strategic Priorities found above.

1. Refer to Attachment 2

2.

7. Reviewing the current purpose of this board from the attached Greeley Municipal Code, define how the actions of this board are actively accomplishing this purpose.

Refer to Attachment 3

a. What more needs to be done to deliver this service to the community?

Refer to Attachment 4

8. List annual workplan(s) over 2021-2024 and state what parts of the workplans were accomplished. List any projects in motion for the remainder of the year and after 2024.

Refer to Attachment 5

9. Please share specific projects, achievements, and initiatives this board has completed over the last three years (2021-2024).

Refer to Attachment 5

10. What community events, volunteer opportunities and engagement forums do this board attend, support or facilitate? Please describe community engagement efforts over the last three years (2021-2024).

Refer to Attachment 5

11. Are board meetings conducted in an effective manner?

Refer to Attachment 6

12. Are meetings held according to your meeting schedule (e.g., 1st Friday of each month at 4 p.m.)?

Refer to Attachment 6

13. Are discussions focused on the agenda topics, are topics in line with your object or goals?

Refer to Attachment 6

14. What format are your meetings held? (In-person, virtual or hybrid)

Refer to Attachment 6

15. Do members of the public attend meetings? If so, how many (average), how often and do they provide input?

Refer to Attachment 6

16. What could be done to improve board meetings?

Refer to Attachment 6

17. List additional information this board feels would be helpful to council to reauthorize this board.

Refer to Attachment 7

18. Other comments:

Please provide the following attachments:

- **2024 current work plan**
- **Attendance records (2021-2024)**
- **Bylaws if different from what was provided**

Attachment I

Date prepared: May 28, 2024

Name of Organization:

Union Colony Civic Center Advisory Board

Purpose and Function:

As established by the City of Greeley, Colorado and specified in Chapter 2.37 of the Greeley Municipal Code, the purpose of the Union Colony Civic Center Advisory Board is to promote direct citizen involvement in assisting, supporting, and advising the City with programming, events, and policies for the UCCC.

The vision of the Union Colony Civic Center Advisory Board:

"To strive for excellence, educating and cultivating audiences of all ethnicities, ages, and socio-economic backgrounds, and to assist community arts organizations in accomplishing the same.

The mission of the Union Colony Civic Center Advisory Board is to:

"Structure entertainment choices to all residents in a fiscally responsible manner with an attention to events that inform, entertain and underscore cultural diversity."

List of Current Members: (9 members)

Mark Pugatch- Chair

Allison Hamling- Vice-Chair

Doran Azari

Perry Bell

Robert Wasson

Daniel Knopf

Samantha Corliss

Michelle Sauder

Austin Southern

Also approved by Board:

At-large position for Youth Commission

At-large position

Attachment 2

Functions of the Union Colony Civic Center Advisory Board: (Reference G.M.C. Section 2.37.020)

1. Reviewing existing policies and rate structure and making recommendations for change
2. Hold public meetings with users when appropriate
3. Marketing the Civic Center to increase usage and find new users and uses
4. Assisting staff with the development of the performance arts program
5. Reviewing center policies and artist proposals, and determining a performance calendar for the given year
6. Evaluating the needs for volunteers, and supporting volunteer recruitment, training, and recognition
7. Provide input on design, content and mailing of season brochures and social media postings
8. Provide recommendations following review of requests for ticket donations
9. Provide input as needed for special programs, community events and other activities at the Center.
10. Foster a relationship with UCCC Backstage Stars as it pertains to funding for UCCC financial needs outside of normal city process.

[redacted]

1. **UCCC Board Priorities**

As an advisory board to an entertainment venue, we seek to fulfill multiple purposes aimed at effecting the relevant Strategic Focus Area. These would include:

a. **Business Growth**- "Enhance Greeley's image, reputation and perceptions of who we are as a community"

b. **High Performance Government**- "Committed to effective systems, strategies, structures, strategic planning, and customer service. Promote values of transparency, accountability, and responsible stewardship of Coty resources

f. **Providing Quality of Life Amenities**- "Promote signature community destinations and expand programming, services and facilities that enrich adult and youth development within the community"

Refer to above listing of functions that align to these priority areas.

Attachment 3

7. **How Actions of the Board are actively accomplishing our stated business purpose:**

1. **Reviewing existing policies and rate structure and making recommendations for change**

   As applicable in a given semester or year, the Board is presented with rate structures and general policy changes. As a routine matter, we are always reviewing areas of change and proposing our ideas and proposals to the appropriate City/Center staff.

2. **Hold public meetings with users when appropriate**

   All our regular meetings are open to the public and during Covid we extended zoom meetings to attract public involvement.

   As seen by the attached, numerous outreach meetings have been conducted pursuant to our "Equality and Diversity Mandates."

   Active recruitment for Board Members is an ongoing activity when vacancies result.

3. **Marketing the Civic Center to increase usage and find new users and uses**

   The Board has actively considered plans for enhanced advertising and marketing for the Center.

We have considered changes to the Center including but not limited to signage programs which has involved other City agencies.

Worked with UCCC Backstage Stars to install tv's and other information display materials at the Funplex and Ice House and the lobby of the UCCC itself.

Currently there is a Rebranding Task Force which is working with Center staff to bring to Council a detailed plan to rename the Center so that enhanced community identification can be affected.

4. **Assisting staff with the development of the performance arts program**

   This is a routinely conducted activity at each meeting of the Board

5. **Reviewing center policies and artist proposals, and determining a performance calendar for the given year**

   This is a central focus of the Board at each meeting where we have standing agenda items on the current semester acts and subsequent semester planned acts.

   The Board solicits suggestions from the community and within the Board itself and offers meaningful suggestions as to acts that fulfill our priorities.

   The Board plays an active role in reviewing talent bookers and proposed co-op activities with other City entertainment organizations such as the Stampede Troupe and GPO.

   During the past three years the UCCC Board was instrumental in converting the performance schedule from an annual offering to a 2-semester offering.

6. **Evaluating the needs for volunteers, and supporting volunteer recruitment, training, and recognition**

Volunteer activities and needs are monitored and reviewed and discussed routinely.

As you can see from the attachment on the Diversity and Inclusion Task force report, volunteers were an issue that was given high priority as it pertains to welcoming and handling the specific needs of ethnic groups within the community.

Worked with the UCCC Backstage Stars to obtain funding for volunteer jackets and a volunteer service artwork which honors years of service of Center volunteers which hangs in the lobby of the Center.

7. **Provide input on design, content and mailing of season brochures and social media postings**

This is an ongoing regular item in our activities to insure the best economic return on our advertising and social media postings.
Meet as necessary with City Communications to insure and provide input on advertising and other media outreach.

We monitor effectiveness of brochures and other media as their success in reaching citizens of Northern Colorado and do routine analysis on demographic responses and attendance as well as to consider and route for discussion and/or implementation those comments offered on surveys etc.

See above comment relative to the changeover from full year programming to semester offering.

8. **Provide recommendations following review of requests for ticket donations**

This is a routine regular activity of the Donations subcommittee which meets to consider donation requests. Following action by that committee, the full Board votes to consider and ratify their actions.

[redacted]

It is noteworthy to point out that efforts are made consistent with each request to ensure a response from the organization given tickets to provide supporting documentation that ensures that the UCCC and City of Greeley was given proper recognition in their printed materials and that the tickets were used as requested.

9. **Provide input as needed for special programs, community events and other activities at the Center.**

The Board when requested provides support for other Cultural activities within the City and reviews how we can be supportive in that endeavor.

We work with the UCCC Backstage Stars to encourage their participation in City Cultural events such as Festival of Trees or AgFest where the Center and its entertainment events could profit from that exposure.

10. **Foster a relationship with UCCC Backstage Stars as it pertains to funding for UCCC financial needs outside of normal city process.**

The UCCC Backstage Stars are a 501 C-3 charged with the mission to support activities of the UCCC through its membership programs which

generates revenue that can be allocated to the Center where City funding is not available or needs to be supplemented.

Our Board contains 2 members of the UCCC Backstage Stars and this relationship allows for communication to flow freely back and forth so that both organizations are aware of the needs of the Center and what the UCCC Backstage Stars might want to participate in.

Our relationship is sound and productive allowing for the UCCC to retain its autonomy and work with the Board and the City as an independent entity.

Attachment 4

7a. **What needs to be done to deliver service to community?**

Our Board members are appointed by the City Council from a list of applicants as vacancies occur. We need to be active in the recruitment of potential Board members. We need to do all we can to reach out to all subsets of the community to enhance our diversity in representation.

In addition, we need to proactive with the City Council as we did in 2019, when I spoke before the Council on the need to insure diversity and gender equality in their appointments to the Board.

[redacted]

The Board needs to continue to be proactive in their dealings with Booking Agents and internal Center staff to ensure diversity of entertainment to offer events to all components of the citizenry.

Work with City Staff and Center staff to enact the anticipated proposals to rebrand the name of the venue to better denote the fact that this is an entertainment venue and a performing arts center.

Attachment 5

8. Workplans from 2021-2024, what were accomplished? What is in the works for the remainder of 2024.

9. Specific Accomplishments

Each year the Board reviews its priorities and establishes a working list of activities that we need to work on with Center Staff. A major shift occurred years ago when we went from a full year entertainment offering to a semester approach. As such our activities relate to those routine activities listed above as well as the special studies and programs that we wish to pursue to pursue our objectives and mission.

Some of these included:

a. Formation of a Diversity and Inclusion Committee

b. Commit and engage in active involvement before the Council pertaining to staffing and the process by which appointments are made
c. Set up a system of At Large non-voting Board Members to enlist additional contribution and involvement from the community
d. Successfully interface and work with K-12 administrators on children program offerings. (We now have a School Board member as a member of our Board)
e. Successfully work with UCCC Backstage Stars on various programs to enhance the UCCC. These have included assisting in the development of a new logo for their organization, signage displays, volunteer uniforms, and beverage sales.
f. Interface and outreach with community groups to request and assess their needs and what programming they seek and how they can better utilize the Center.

g. Fostered relationships with those City departments that affect our policy duties such as public works, communications etc
h. With cooperation and involvement of the City Council form a more diversified Board with an eye towards age and gender representation.
i. Obtained through funding available from the CARES Act, much needed rigging for Center stage operations.

Remaining programs for 2024:

a. Fill remaining Board vacancy in May and fill others promptly as they might occur
b. Rebranding Task Force-meet to formulate an approach, obtain necessary endorsements and approvals, present to Cultural Staff and City Council.
c. Work with Cultural Staff as to whether to retain outside Booking Agents or perform those tasks internally.
d. Review and Approve Fall 2024 and Spring 2025 semester entertainment offerings.
e. Explore and finalize the possibility of Ex-officio City Council position on Board

10. **What community events, volunteer activities and engagement forums do this Board attend, support, and facilitate? Community involvement?**

a. K-12 School system

b. LULAC Latino Organization

c. UCCC Backstage Stars

d. Community outreach programs

e. Cultural events throughout the year, i.e. Festival of Trees, AgFest etc

f. Provide surveys to community after each event to solicit suggestions, complaints and what we can do to enhance the experience.

g. Funplex and Ice Haus

h. Youth commission

i. Speak annually to volunteer regarding service awards

j. Downtown Redevelopment

Attachment 6

11. Are Board Meetings conducted effectively?

Board meetings are properly noticed and published in accordance with City Council procedures. Each meeting has a specially prepared agenda which lists events that are new, carry over and depicts what subcommittees are reporting to the Board.

The Board ensures that there is a quorum to hold the meeting and Roberts Rules of Order are applicable and enforced as to motions and votes.
At large members do not vote although they may voice their opinions and provide input to discussions.

Minutes are taken and reviewed by Chair who signs off through Docusign once approved by the vote of the entire Board.

There is representation at each meeting from Cultural Staff and includes the Project Manager, Box Office Director and often other Administrators and predetermined guests whether they are invited by the Board or determined by the Cultural Staff.

We utilize time as efficiently as possible dependent on agenda items. Reports are taken from Subcommittees and the entire Board will ratify recommended actions and incorporate the results in the minutes of the meeting.

12. Meeting Schedule

Regular meetings are scheduled for the second (2nd) Wednesday of each month of the year at 3:45 pm.

Donation subcommittee meets at 3:15 pm if there are requests submitted

If no quorum is determined in advance to be obtained, then meeting is cancelled and items on the agenda are carried over.

If a quorum is anticipated but does not materialize, discussion is conducted but no votes are taken.

13. Discussions focused on agenda topics, in line with goals?

Monthly meeting agendas are prepared with an eye towards our objectives and priorities. There is a section for older carryover items as well as new business items on each agenda. When an item needs guidance or expertise from others, invitations are made for a future scheduled meeting and the item carries over.

14.Format of meeting?

In person format for meetings.
During covid we did zoom virtual meetings and immediately following we offered hybrid meetings for the board members and public to attend.

15. Do members of the public attend?

Rarely if ever do members of the public attend even though they are noticed and encouraged to attend.

We do encourage board members to bring testimonials from their friends, acquaintances, co-workers, and the public especially as to what acts they might want to see.

We do have guests and attendees from other agencies and groups but they are likely invited and their attendance is noted in an agenda prior.

We have instituted At-large members to enhance outside communications even without actual public attendance at our meetings.

16. Improvements for Board Meetings

Continuation of joint purpose between City Council and Board as to appointments to Board positions

Ex-officio City Councilmember to be assigned to attend our meetings from time to time

Reduce turnover within the Cultural Department

Continued support from Cultural officials for Board in public settings

Continued attendance of City officials at our regularly scheduled meetings

Enhanced involvement of Communications and Talent Brokers with Board

Definition of Revenue Recovery Methodology that the Center is obligated to achieve

Greater attention to need to rebrand and rename Center

Enhanced involvement within Capital planning process for center needs

Attachment 7

17. Other comments

On a personal note, as Chair of this Board for over 6 years now, I am so proud of the make-up of the Board in its current membership. We have worked long and hard with City Council actions to amass a younger, more diverse, gender equivalent Board.

This Board exercises free speech and offers opinions, criticisms, and suggestions easily. We have an environment of cooperation and commitment to purpose. We have endured ongoing turnover where at a time there was no full-time leadership.

Our mission is ongoing each day of each semester of offering entertainment to the community and filling the "people's venue" with high quality offerings to educate, challenge and entertain.

We are up the challenge.

Thank you for allowing us to participate in this review!
Any questions or comments, please reach out to me

Regards

Mark Pugatch
Chair- Union Colony Civic Center Advisory Board

BOARDS AND COMMISSIONS
TRIENNIAL REVIEW QUESTIONNAIRE

In 2001, Greeley voters approved an amendment to the Home Rule Charter, in Section 2-8 Appointive Boards and Commissions, to require that City Council review advisory groups every three (3) years to determine whether it continues to serve the purpose for which it was created. Ordinance No. 59, 2002, was adopted by City Council to implement the triennial review schedule for the appointive boards and commissions. In 2024, Construction Trades Advisory & Appeals Board, Greeley Art Commissions, Greeley/Weld Housing Authority, and Union Colony Civic Center are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form, adding additional pages as necessary, and submitting the required attachments to the Clerk's Office before June 30, 2024.

Please find the attached documents: Current Board Bylaws and reference to the Greeley Municipal Code.

BOARD/COMMISSION NAME:	**DATE PREPARED:**
Greeley Housing Authority	**10/22/2024**

MEMBERS:	
1. Shawn Walcott	7. Olivia Milsted
2. Juliana Kitten	8. Scott James
3. Ernest Cienfuegos-Baca	9.
4. Karin Crandall	10.
5. Kyle Holman	11.
6. Kim Longworth	12.

Greeley City Council has identified Seven Strategic Focus Areas :

a. Business Growth:
   Create economic development, assess, and evaluate the structure and organization of the economic health and housing department, transform Greeley's image, reputation and perceptions of who we are as a livable and business-oriented community.
b. Community Vitality:

Develop a sub-are planning strategy providing master plan guidance, update Metro District Standards, promote high quality development, review development code to include new overlay districts, update city entryway plan and enhance the City's code compliance program to foster neighborhood success in meeting property use and maintenance standards.

c. High Performance Government:
Committed to effective systems, strategies, structures, strategic planning, and customer service. Values of transparency, accountability, and responsible stewardship of our resources.

d. Housing for All:
The goal is for residents of all socioeconomic levels have the ability to secure quality housing choices. Through partnerships with nonprofits and local national developers we create a model for sustaining diverse housing options.

e. Infrastructure and Mobility:
Strategically plan, design, and build our urban infrastructure systems and facilities so they are attractive, safe, and high performing.

f. Quality of Life Amenities:
Develop standards for landscape maintenance, promote signature community destinations and expand programming, services and facilities that support and enrich youth development throughout the community.

g. Safe and Secure Communities:
Greeley is a community that is committed and confident we are well-prepared to respond with resources need to address emergencies and continue essential operations and services.

1. Please list your Board/Commission priorities below: (1) for the primary, (2) for secondary and provide an explanation on how they align with the Strategic Priorities found above.
   1. **Primary priority for the board currently is the rebuilding of the structure of the Housing Authority to improve customer service, transparency, accountability, and responsible stewardship of the resources.**
   2. **Secondary priority for the board is to become a thriving organization that exceeds expectations for the community and community partners eventually being able to serve more Greeley residents providing safe and quality affordable housing.**

2. Reviewing the current purpose of this board from the attached Greeley Municipal Code, define how the actions of this board are actively accomplishing this purpose.

This board is has gone through a lot in the last year to becoming a better functioning decision making body.

a. What more needs to be done to deliver this service to the community? **The County portion of the authority has given notice to bifurcate the board. Next steps are to**

work toward a smooth transition while supporting tenants, landlords, staff, and the community.

7. List annual workplan(s) over 2021-2024 and state what parts of the workplans were accomplished. List any projects in motion for the remainder of the year and after 2024.

   There is no historic work plan for the housing authority. Moving forward is all about rebuilding and reconstructing where appropriate the structure and service delivery of the housing authority to improve impact to the community and customer service.

8. Please share specific projects, achievements, and initiatives this board has completed over the last three years (2021-2024).

   The past year has been transformative for the housing authority board. In one year the board was able to bring in consultants to begin addressing the "troubled housing authority" HUD status, increasing agency performance; reach an agreement with the City of Greeley to provide interim Executive Director services through the Housing Solutions department; and will now begin negotiating the bifurcation of assets and liabilities between the City and County.

9. What community events, volunteer opportunities and engagement forums do this board attend, support or facilitate? Please describe community engagement efforts over the last three years (2021-2024).

   Board members attended the NAHRO (National Association of Housing and Redevelopment Officials) Housing Authority Board Member training session.

10. Are board meetings conducted in an effective manner?

    Board meetings have improved over the past year to be conducted in an orderly and efficient manner.

11. Are meetings held according to your meeting schedule (e.g., 1st Friday of each month at 4 p.m.)?

    Board meetings are held every other Wednesday at 4:30pm. This should be updated from what is currently listed apparently. Most of the time the board meetings are held at the Weld Trust office, but next week it will be at the CityLine property after a property tour.

12. Are discussions focused on the agenda topics, are topics in line with your object or goals?

    Yes, meetings now typically stay on topic and are specific to objectives and goals.

13. What format are your meetings held? (In-person, virtual or hybrid)

    Hybrid

14. Do members of the public attend meetings? If so, how many (average), how often and do they provide input?

    Yes, sometimes members of the public attend the meetings and are able to give input if they would like.

15. What could be done to improve board meetings?

    Meetings are on track now.

16. List additional information this board feels would be helpful to council to reauthorize this board.

    The housing authority is pointed in the right direction now. With the governing board being more functional, and able to make decisions on how to make operational changes where appropriate to become an agency of excellence in the community.

17. Other comments:

Please provide the following attachments:

- **2024 current work plan- N/A**
- **Attendance records (2021-2024)**
- **Bylaws if different from what was provided**

BYLAWS OF THE HOUSING AUTHORITY
OF THE
CITY OF GREELEY, COLORADO
March 23, 2022

ARTICLE I -- THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be "Housing Authority of the City of Greeley, Colorado."

Section 2. Seal of Authority. The Seal of the Authority shall be in the form of a circle and shall bear the name of the Authority.

Section 3. Office of Authority. The office of the Authority shall be at such place in the City of Greeley, State of Colorado, as the Authority may from time to time designate by resolution.

Section 4. Commissioners. The Commissioners of the Authority shall number nine (9). All Commissioners shall be appointed by the Mayor of the City of Greeley. Terms of office shall be five (5) years and shall be staggered such that the terms of unequal number of Commissioners end each year. A Commissioner shall hold office until his or her successor has been appointed and has qualified. Vacancies other than by reason of expiration of the terms shall be filled for the unexpired term. Not more than one Commissioner shall be an official of the City of Greeley. The Mayor shall file with the City Clerk a certificate of the appointment or reappointment of any Commissioner, and such certificate shall be conclusive evidence of the due and proper appointment of such Commissioner.

ARTICLE II -- OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chairman, a Vice Chairman and a Secretary who shall be Executive Director.

Section 2. Chairman. The Chairman shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairman shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chairman shall submit such recommendations and information as he may consider proper concerning the business, affairs and policies of the Authority.

Section 3. Vice Chairman. The Vice Chairman shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of the resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the Authority shall select a new Chairman.

Section 4. Secretary. The Secretary shall be the Executive Director of the Authority and, as such, shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. He shall be charged with the management of the

housing projects of the Authority. The Secretary shall keep the records of the Authority, shall act as secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to his office. He shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

He shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. The Secretary shall sign all orders and checks for payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chairman. He shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority at each regular meeting (or more often when requested), an account of his transactions and also of the financial condition of the Authority. He shall give such bond for the faithful performance of his duties as the Authority may designate.

The compensation of the Secretary shall be determined by the Authority, provided that a temporary appointee selected from among the commissioners of the Authority shall serve without compensation (other than the payment of necessary expenses).

Section 5. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or the bylaws or rules and regulations of the Authority.

Section 6. Election or Appointment. The Chairman and Vice Chairman shall be elected at the annual meeting of the Authority from among the commissioners of the Authority and shall hold office for one year or until their successors are elected and qualified.

The Secretary shall be appointed by the Authority. Any person appointed to fill the office of Secretary or any vacancy therein, shall have such term as the Authority fixes, but no Commissioner of the Authority shall be eligible **for** this office except as a temporary appointee.

Section 7. Vacancies. Should the office of Chairman or Vice Chairman become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary becomes vacant, the Authority shall appoint a successor, as aforesaid.

Section 8. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by "The Housing Authorities Law" of Colorado and all other laws of the State of Colorado applicable hereto. The selection and compensation of such personnel (including the Secretary) shall be determined by the Authority subject to the laws of the State of Colorado.

ARTICLE III -- MEETINGS

Section 1. Annual Meeting. The annual meeting of the Authority shall be held on the date of the regularly scheduled February meeting, at the regular meeting place of the Authority.

Section 2. Regular Meeting. Regular meetings may be held at such times and places as may from time to time be determined by resolution of the Authority.

Section 3. Special Meetings. The Chairman of the Authority may, when he deems it expedient, and shall, upon the written request of two members of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority or may be mailed to the business or home address of each member of the Authority at least two days prior to the date of such special meetings. At such special meeting no business shall be considered other than as designated in the call but if all of the members of the Authority are present at a special meeting, any and all business may be transacted at such special meeting.

Section 4. Quorum. The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Five (5) Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When there are less than nine (9) Commissioners lawfully appointed, the quorum shall be a majority of the serving Commissioners.

Section 5. Order of Business. At the regular meetings of the Authority the Board shall conduct such business of the Authority as may come before the Board.

All resolutions shall be in writing and shall be copied in the official minute book or journal of proceedings of the Authority.

Section 6. Manner of Voting. The voting on all questions coming before the Authority shall be by roll call, and the ayes and nays shall be entered upon the minutes of such meeting, except on the election of officers which may be by ballot.

Section 7. Missed Meetings. If a Commissioner has more than three unexcused absences of a regular meeting they will be required to resign and the Mayor will be requested to replace them.

ARTICLE 1V -- AMENDMENTS

Amendments to Bylaws. The bylaws of the Authority shall be amended only with the approval of at least **five (5)** members of the Authority Board at a regular or a special meeting, but no such amendment shall be adopted unless at least seven days written notice thereof has been previously given to all the members of the Authority Board.

BOARDS AND COMMISSIONS
TRIENNIAL REVIEW QUESTIONNAIRE

In 2001, Greeley voters approved an amendment to the Home Rule Charter, in Section 2-8 Appointive Boards and Commissions, to require that City Council review advisory groups every three (3) years to determine whether it continues to serve the purpose for which it was created. Ordinance No. 59, 2002, was adopted by City Council to implement the triennial review schedule for the appointive boards and commissions. In 2024, Construction Trades Advisory & Appeals Board, Greeley Art Commissions, Greeley/Weld Housing Authority, and Union Colony Civic Center are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form, adding additional pages as necessary, and submitting the required attachments to the Clerk's Office before June 30, 2024.

Please find the attached documents: Current Board Bylaws and reference to the Greeley Municipal Code.

BOARD/COMMISSION NAME: The Construction Trades Advisory and Appeals Board	**DATE PREPARED:** **8/21/2024**

MEMBERS:	
1. Thomas Roche	7. David Powell
2. Brian Horning	8. Jay Jensen
3. Stephen Schaps	9. Sean Jaehn
4. James Morris	10.
5. Brian Parsons	11.
6. Wendell Heyen	12.

Greeley City Council has identified Seven Strategic Focus Areas :

a. Business Growth:
   Create economic development, assess, and evaluate the structure and organization of the economic health and housing department, transform Greeley's image, reputation and perceptions of who we are as a livable and business-oriented community.
b. Community Vitality:

Develop a sub-are planning strategy providing master plan guidance, update Metro District Standards, promote high quality development, review development code to include new overlay districts, update city entryway plan and enhance the City's code compliance program to foster neighborhood success in meeting property use and maintenance standards.

c. High Performance Government:
Committed to effective systems, strategies, structures, strategic planning, and customer service. Values of transparency, accountability, and responsible stewardship of our resources.

d. Housing for All:
The goal is for residents of all socioeconomic levels have the ability to secure quality housing choices. Through partnerships with nonprofits and local national developers we create a model for sustaining diverse housing options.

e. Infrastructure and Mobility:
Strategically plan, design, and build our urban infrastructure systems and facilities so they are attractive, safe, and high performing.

f. Quality of Life Amenities:
Develop standards for landscape maintenance, promote signature community destinations and expand programming, services and facilities that support and enrich youth development throughout the community.

g. Safe and Secure Communities:
Greeley is a community that is committed and confident we are well-prepared to respond with resources need to address emergencies and continue essential operations and services.

1. Please list your Board/Commission priorities below: (1) for the primary, (2) for secondary and provide an explanation on how they align with the Strategic Priorities found above.
    1. D- The board looks at all the new codes and evaluates building concerns

    2. C- Look at Building issues and complaint to provide effective code interpretation for the community

7. Reviewing the current purpose of this board from the attached Greeley Municipal Code, define how the actions of this board are actively accomplishing this purpose.
The board's sole purpose is to aid council in adopting current codes
And disputes between code interpretation and contractors when brought to the board

    a. What more needs to be done to deliver this service to the community?

    Nothing at this time until adoption of the new energy code and 2027 codes

8. List annual workplan(s) over 2021-2024 and state what parts of the workplans were accomplished. List any projects in motion for the remainder of the year and after 2024.

   The Adoption of the 2021 I- Codes

   New 2023 National electrical code

9. Please share specific projects, achievements, and initiatives this board has completed over the last three years (2021-2024).
   Adoption of the 2015 and the 2018 &2021 codes and the 2018 energy code

10. What community events, volunteer opportunities and engagement forums do this board attend, support or facilitate? Please describe community engagement efforts over the last three years (2021-2024). **None**

11. Are board meetings conducted in an effective manner?

Yes, without them we couldn't report to council About current codes and conflicts

12. Are meetings held according to your meeting schedule (e.g., 1st Friday of each month at 4 p.m.)?

    No, only meet if there is a code interpretation needed or new code adoption

13. Are discussions focused on the agenda topics, are topics in line with your object or goals?
    Yes

14. What format are your meetings held? (In-person, virtual or hybrid)
    Mostly in person

15. Do members of the public attend meetings? If so, how many (average), how often and do they provide input? **Only if a contractor and Homeowner have a disagreement with an inspector's code Interpretation**

16. What could be done to improve board meetings?

    I think they are fine the way they are

17. List additional information this board feels would be helpful to council to reauthorize this board.

    Refer to all above mention information

18. Other comments:

Please provide the following attachments:

- **2024 current work plan- Adoption of the new codes and resolve any building conflicts**

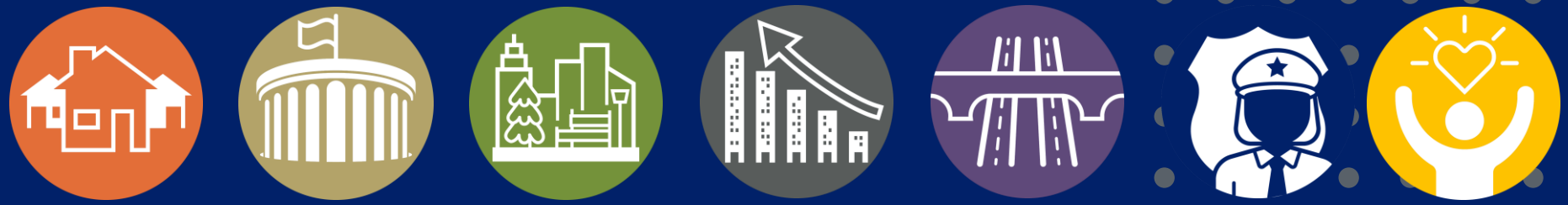
- **Attendance records (2021-2024) When meetings were held all participants we accounted for.**
- **Bylaws if different from what was provided**

2024 Triennial Review Board Meeting Statistics				
	GAC	UCCC	GWHA	CTAAB
Meetings Held 2024	8	9	14	1- held in 2023
Canceled Meetings 2024	3	3	UNK	0
Reasons Meetings Canceled	2 no quorum/1holiday	2 no quorum/1holiday	UNK	N/A
Applications Received 2022-2024	10	9	8	10
Average Member Attendance 2024	9	7	8	11
Total Members	12	9	9	11

Boards & Commissions Triennial Review

Jennifer Middleton, Deputy City Clerk

City Council Work Session - November 12, 2024



City of Greeley Colorado

Agenda

- History of Triennial Review
- Four Boards and Commissions being reviewed
- Three options to consider for future action and ask for the consensus of Council
- Purpose: Council action and consensus

History of Triennial Review

In 2001, an amendment was made to the Greeley Charter requiring City Council to review advisory groups every three years, hence the name Triennial Review.

In 2002, an ordinance was adopted to implement the Triennial Review schedule for consideration of reauthorization of specific boards or commissions.

Recent Review Process

Last year, the City Clerk's Office (CCO) created an initial process to help facilitate the review. In the previous several years, there had been no process to help Council consider the reevaluation.

CCO supplied a questionnaire and asked for data on their engagement and efforts over the last three (3) years. We compiled general data from attendance records, meeting frequency, recruitment applications, bylaws and work plan (if applicable).

Greeley Art Commission (GAC)

12 members. A minimum of 1 artist, 1 art educator, 1 architect or designer, 1 Parks & Recreation Advisory Board member, 1 Planning Commission member, 1 Water and Sewer Board member.

- Actively add new artwork to the public each year after careful review, as well as ensure artwork is maintained
- Continuation of Paint the Town mural and traffic cabinet beautification

Greeley Art Commission (GAC)

Over the last year (2024)

8 meetings scheduled

3 meetings cancelled; 2 no quorum, 1 holiday

10 applications received during recruitment process (2021-2024)

76% average member attendance for the 5 meetings held

Union Colony Civic Center (UCCC)

Nine (9) Member Board; *Advises and supports the UCCC in making sure the program, events and policies meet community needs.*

- Review existing policies and rate structure and make recommendations for changes annually

- Market the Civic Center to increase usage and find new users and uses

Union Colony Civic Center (UCCC)

Over the last year (2024)

9 meetings scheduled

3 meetings cancelled; 2 no quorum, 1 holiday

9 applications received during recruitment process (2021-2024)

78% average member attendance for the 9 meetings held

Greeley-Weld Housing Authority (GWHA)

9 members. 5 appointed by City Council (1 can be a city official), and 4 recommended by Weld County Commission.

- Provides safe and quality affordable housing to Greeley residents
- Primary priority is rebuilding the structure of the Housing Authority to improve customer service, transparency, accountability, and responsible stewardship of the resources
- Secondary priority is to become a thriving organization that exceeds expectations for the community and community partners to serve more Greeley residents

Greeley Weld Housing Authority (GWHA)

Over the last 2 years (2023-2024)

26 meetings scheduled

3 meetings cancelled; due to holiday

8 applications received during recruitment process

87% average member attendance for the 23 meetings held

Construction Trades Advisory & Appeals Board (CTAAB)

11 members, 2 from any trade, 3 buildings trade, 3 electrical trade, 3 plumbing, mechanical, and fuel gas trades.

- The board looks at all the new codes and evaluates building concerns
- Evaluates building issues and complaints to provide effective code interpretations for the community
- Evaluated adoption of 2023 National Electric Code and changes to amend Title 22, Chapter 1 of the Greeley Municipal Code

Construction Trades Advisory & Appeals Board (CTAAB)

Over the last 3 years (2022-2024)

1 meeting scheduled

10 applications received during recruitment process

100% average member attendance for the 1 meeting held

Options for Consensus

1. Reauthorize the board(s) or commission(s) for 3 years

2. Make changes to the purpose of the board(s) or commission(s) by amending the Greeley Municipal Code

3. Dissolve the board(s) or commission(s), as it has fulfilled its original purpose or no longer needed

Thank you

Work Session Agenda Summary

November 12, 2024
Key Staff Contact: Peter Perez, Director of Emergency Management

Title:

Office of Emergency Management Overview and Update

Background:

In 2022, the City initiated a review of the Office of Emergency Management (OEM) to assess its organizational structure. By 2024, a nationwide search was conducted for an Emergency Management Director for the newly established department, who began their role in mid-2024.

The Office of Emergency Management, now with a staff of two, is dedicated to building a safe, informed, and resilient community. This elevation to a department will enhance our community's preparedness and streamline emergency actions, allowing for more effective response and recovery from disasters or large incidents.

This presentation will cover the department’s mission, responsibilities, and provide an overview of both current initiatives and future priorities.

Strategic Focus Area:

High-Performance Government
Safe and Secure Communities

Attachments:

1. Item 6 - Presentation

Office of Emergency Management Overview and Update

Kelli Johnson, Assistant City Manager
Peter Perez, CEM®, OEM Director
Dominic Tatti, OEM Deputy Director
City Council Work Session – November 12, 2024

Agenda

- Our Path to Today
- Mission and Responsibilities
- Current Priorities
- Future Planning
- Purpose – Informational

Path to Today

Mission

The mission of the City of Greeley Office of Emergency Management is to safeguard our community by enhancing **preparedness**, strengthening partnerships, and leading coordinated **responses** to emergencies and disasters. We are dedicated to **mitigating** risks, protecting lives and property, and ensuring the quick **recovery** and resilience of Greeley's community members, businesses, and environment. Through continuous training, education, and collaboration, we strive to build a safe, informed, and resilient community.

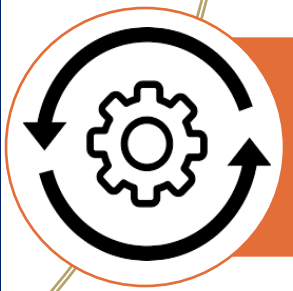
Responsibilities

Preparedness	Mitigation	Response	Recovery
- Training - Exercises - Planning - Education - Collaboration	- Risk Assessments - Policy Development - Land Use Planning - Documentation - Grants	- Assessment - EOC Activation - Request Assistance - Coordination - Documentation	- Support Programs - Reporting - Restoration - Grants

Current Priorities

Collaboration

Organize Plans



Operating Procedures

Future Priorities

6 months

- Master Emergency Operations Plan Update
- Hazard Mitigation Plan Update
- Emergency Operations Center Staff Training
- Start Public Disaster Education Series
- Budget request

1 year

- Integrated Preparedness Plan Update
- Emergency Operations Center Exercises
- Emergency Support Function Plan Updates
- Start Debris Management Plan

2 years

- Start Recovery Plan
- More Trainings and Exercises

Thank you

City of Greeley Colorado

OFFICE OF EMERGENCY MANAGEMENT

Work Session Agenda Summary

November 12, 2024
Key Staff Contact: Rachel Flynn, Deputy City Manager Intentional Growth & Strategic Infrastructure

Title:

West Greeley Project Update

Background:

This presentation will provide the City Council with an update on the progress of the West Greeley Project, a significant mixed-use, transit-oriented development in collaboration with The Water Valley Company. The project aims to bring economic growth and enhance Greeley's community by creating new opportunities for local businesses and residents. The update will cover key developments since the approval of the non-binding Memorandum of Understanding (MOU) in July, including conceptual design, communications, community engagement, and high-level financial structure.

Strategic Focus Area:

Business Growth
Community Vitality
Infrastructure and Mobility
Quality of Life

Attachments:

1. Item 7 - Presentation

Westside Project Pre-Submittal Update

TUESDAY, NOVEMBER 12
CITY COUNCIL WORKING SESSION

GREELEY WEST SIDE PROJECT

Introduction of Presenters

Blair Snow
ACTING CITY MANAGER / CITY OF GREELEY

Rachel Flynn
DEPUTY CITY MANAGER FOR INTENTIONAL GROWTH & STRATEGIC INFRASTRUCTURE / CITY OF GREELEY

Martin Lind
PRESIDENT / THE WATER VALLEY COMPANY

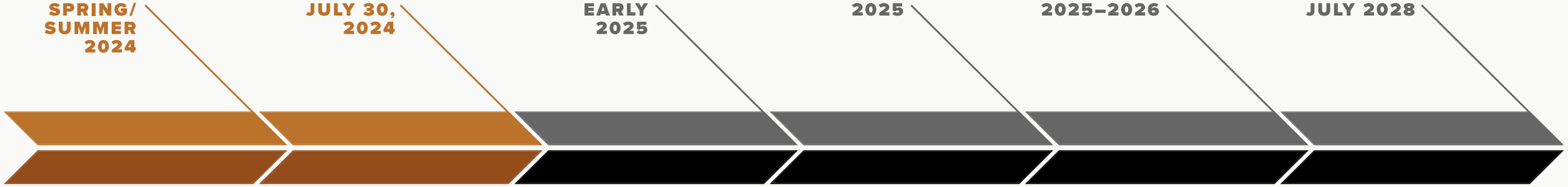
Sarah Cullen
PRESIDENT / SIDECAR PR ON BEHALF OF CITY OF GREELEY

GREELEY WEST SIDE PROJECT

Project Background & Vision

Update on Process

PUBLIC ENGAGEMENT THROUGHOUT



IDENTIFICATION OF OPPORTUNITY

City of Greeley identified a potential partnership for a 300+ acre transit-oriented mixed-use development and entertainment center

MEMORANDUM OF UNDERSTANDING

City Council approved a non-binding MOU to pursue due diligence on a project partnership with The Water Valley Company

PRE-DEVELOPMENT AGREEMENT

City Council consideration of a pre-development agreement outlining specific financial terms, responsibilities and project deliverables/timelines

ZONING

City Council consideration of zoning to allow for appropriate uses on the site

DESIGN & CONSTRUCTION

Site and project component (hotel/ waterpark, arena and sports center, plaza) design and construction

SUBSTANTIAL COMPLETION

Expected completion and opening of Phase 1 project components

City of Greeley Consultant Team

- Norris Design
- Hilltop Advisors
- Tribe Development
- Lake Flato
- Bolton & Menk
- CBRE Public Institutions and Education Solutions
- Anderson Analytics
- SideCar Public Relations
- Butler Snow, LLP

EVALUATION AND ASSESSMENT PACKAGE

Greeley West Side Project

NOVEMBER 2024

GREELEY
WEST SIDE
PROJECT

WEST SIDE MASTER PLAN

1. West Side Arena and Youth Ice Center
2. Plaza
3. Rocky Mountain Grand Resort and Spa
4. Rocky Mountain Grand Resort - Waterpark
5. Rocky Mountain Grand Resort - Conference Center
6. Cascadia Falls
7. Transporation and Intersection Upgrades

GREELEY WEST SIDE PROJECT

Cascadia | Master Development

ENVISIONING THE CENTER OF GRAVITY OF NORTHERN COLORADO

LIVE, WORK AND PLAY

1K
ACRES OF DEVELOPMENT

6K
RESIDENTIAL UNITS

3.5M
SQUARE FEET OF RETAIL AND COMMERCIAL

FAST FACTS

- **So Bold:** A transformative vision redefining Greeley's landscape
- **Epicenter of Awesome:** A vibrant destination for living, working, and playing
- **Sending Shock Waves:** An unparalleled master-planned community in Northern Colorado
- **Celebration of Water:** Emphasizing natural resources and outdoor activities
- **Changing the Narrative:** A new story focused on growth and potential
- **Inclusive and Connected:** Diverse housing options prioritizing affordability and safety

GREELEY WEST SIDE PROJECT

The West Side Ice Center

WEST SIDE ARENA AND YOUTH ICE CENTER

8.6K
HOCKEY SEATS

10K
CONCERT SEATS

50K
SQUARE FEET VERSATILE COMMUNITY SPACE

04
NHL- REGULATION HOCKEY RINKS

FAST FACTS

- 8,600-seat main arena and 1,500-seat secondary arena
- Four NHL-regulation hockey rinks, including two auxiliary rinks
- 32 private suites for an elevated viewing experience
- 16 auxiliary locker rooms for teams and events
- Activated outdoor terrace with views of Longs Peak
- Multiple premium clubs and lounges on all levels
- Exclusive premium entry and parking for VIP guests
- Wide variety of food, beverage, and retail options
- Grand lobby with seamless access to the public plaza
- Mezzanine with views of youth hockey rinks
- Eagles team store and pro shop serving all rinks
- Open concourses with clear views of the action
- Dedicated media and press level for seamless broadcast access

GREELEY WEST SIDE PROJECT

Arena Activation

250+

LIVE EVENTS PER YEAR

500k

ANNUAL GUESTS

COLORADO EAGLES • A-LIST CONCERTS • YOUTH & ADULT HOCKEY • CHEERLEADING • BASKETBALL • NHL TRAINING AND ROOKIE CAMPS
GRADUATIONS • MMA AND BOXING • USA HOCKEY CHAMPIONSHIPS • NCAA AND INTERNATIONAL EVENTS • WWE • BOYS & GIRLS CLUB DAY

GREELEY WEST SIDE PROJECT

Activated Plaza

RETAIL, DINING, OPEN SPACES AND EVENTS

LOCAL FOOD AND BEVERAGE

HUB CONNECTION TO MILES OF TRAILS AND OPEN SPACE

INSPIRATIONAL MOUNTAIN VIEWS

YEAR ROUND EVENTS AND FESTIVALS

FAST FACTS

- A variety of full-service restaurants, coffee shops, and bars
- Stunning water features throughout the Project
- Expansive front range mountain views
- Designated spaces for meeting up with friends and family
- Seasonal beer garden with seating and entertainment
- Pre- and post-event activation areas
- Flexible spaces for seasonal events and pop-up vendors
- Vibrant destination for year-round events and festivals
- Tree canopy providing shade and connection to nature
- Sustainable Xeric landscaping
- Mixed-use picnic and park area

GREELEY WEST SIDE PROJECT

Plaza Activation

200+

EVENTS PER YEAR

261k

SQUARE FEET OF COMMUNITY GATHERING AREA

INFUSED WITH CULTURE AND ENTERTAINMENT • FARMERS MARKETS • PLAZA DINING • SEASONAL CELEBRATIONS • POP UP ART AND RETAIL • MOVIES ON THE PLAZA • INTEGRATION OF ART AND PLACEMAKING • PRE AND POST EVENT ACTIVATIONS • INTERACTIVE WATER PLAY

GREELEY WEST SIDE PROJECT

Rocky Mountain Grand Resort & Spa

351
GUEST ROOMS WITH MODERN AMENITIES

ROOFTOP DINING WITH MTN VIEWS

65K
SQUARE FOOT FAMILY ENTERTAINMENT CENTER

10K
SQUARE FOOT ARCADE

FAST FACTS

- 351 guest rooms with modern amenities
- Flexible room options for all types of travelers including suites with bunk beds
- 65,000-square-foot Family Entertainment Center featuring a 10,000-square-foot arcade
- Multi-story climbing structures and interactive play areas
- Coffee, gift and snack shops located in the lobby
- Five restaurants and bars, including a rooftop dining experience with stunning views
- Co-working and lounge in lobby
- World-class spa and wellness center
- State-of-the-art fitness center with the latest equipment for all fitness levels

Rocky Mountain Grand Resort Conference Center

18K
SF OF FULL-SERVICE CONFERENCE SPACE

3K
PARTIES AND EVENTS PER YEAR

OPEN FOR COMMUNITY EVENTS AND GATHERINGS

FAST FACTS

- 18,000 square feet of versatile, full-service event space demisable into six event spaces
- Conveniently located just off the main resort lobby
- Flexible, multi-functional rooms with pre-function spaces
- Indoor-outdoor with natural light and a seamless flow to outdoor spaces
- Expansive terraces with breathtaking views of the water features, and mountains
- State-of-the-art audiovisual equipment and on-site tech support
- Professional event planning and catering services available

GREELEY WEST SIDE PROJECT

Rocky Mountain Grand Resort Waterpark

100K
SF INDOOR YEAR-ROUND WATERPARK

350K
ANNUAL VISITORS PROJECTED

LAZY RIVER, SURF STIMULATOR + MORE

DINING INCLUDING POOLSIDE TIKI BAR

FAST FACTS

- Expansive 100,000-square-foot indoor waterpark with year-round access
- Retractable roof for an open-air experience on warm days
- Exciting water attractions including multiple tube slides, headfirst mat racing slides, and thrilling body slides
- FlowRider surf simulator for endless wave-riding fun
- Relaxing lazy river winding through the park
- Large, multilevel interactive children's play structure with water sprays and mini-slides
- Enjoy a variety of dining experiences, including a poolside Tiki Bar for relaxed refreshments and cabanas
- Creative event programming
- Party rooms with prime views of the waterpark, perfect for celebrations

GREELEY WEST SIDE PROJECT

Waterpark Activation

FLOW RIDER

SURFING SIMULATOR

65

FOOT TALL SLIDE TOWER

12

WATER SLIDES

2.4k

SQUARE FEET OF PARTY SPACES

STAY AND PLAY PACKAGES • MAGIC SHOWS • HOLIDAY EVENTS • SURFING COMPETITIONS • POLAR BEAR PLUNGES • THEME NIGHTS

GREELEY WEST SIDE PROJECT

Cascadia Falls

20
ACRE PARK

5
ACRES OF SYNCHRONIZED WATER LIGHT SHOW

2K+
CAPACITY AMPHITHEATER

100+
VERTICAL FEET OF CASCADING WATERFALLS

FAST FACTS

- Iconic bridge views and a waterfall-lined create a scenic entryway
- Winding trails offering scenic views and connections to nature
- Sustainable Xeric landscaping
- Stunning setting for an afternoon picnic
- A year-round landmark offering a dynamic destination for exploration, relaxation, and entertainment
- Links to the broader trail system, including the Poudre River Trail

GREELEY WEST SIDE PROJECT

Communications & Community Engagement Update

GREELEY
WEST SIDE
PROJECT

Next Steps with the Submittal

GREELEY
WEST SIDE
PROJECT

Thank You & Questions

GREELEY
WEST SIDE
PROJECT

Work Session Agenda Summary

Title

Scheduling of Meetings, Other Events

Summary

During this portion of the meeting the City Manager or City Council may review the attached Council Calendar or Work Session Schedule regarding any upcoming meetings or events.

Attachments

Council Meetings and Other Events Calendar
Council Meeting and Work Session Schedule
Status Report of Council Initiatives and Related Information

Council Meetings and Other Events Calendars

November 10 – December 7, 2024

Monday, November 11, 2024

- Veteran's Day Proclamation 11 a.m. Bittersweet Park (35th Ave & 16th St, Greeley, CO 80634)

Monday - Thursday, November 11 - 15, 2024

- National League of Cities 8 a.m. Tampa Bay, Florida

Tuesday, November 12, 2024

- City Council Work Session Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chamber

Saturday, November 16, 2024

- Hispanic Women of Weld Banquet - Maria Hernandez Award 8:00 a.m. Aims Community College Welcome Center (5401 W 20th St, Greeley, CO 80634)

Tuesday, November 19, 2024

- Promotional Badge Ceremony & Recruit Badge Pinning/Swearing-In Ceremony 4 p.m. Fire Station 1- Nusbaum Room

- City Council Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Wednesday, November 20, 2024

- Water & Sewer Board 2 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Thursday, November 21, 2024

- Downtown Development Authority 7:30 a.m. (802 9th St #100, Greeley, CO 80631)

- Airport Authority 3:30 p.m. Greeley-Weld Airport, (600 Airport Road Greeley, CO 80631)

- Retirement Celebration - Don Tripp 4:30 p.m. (919 7th St, Greeley CO, 80631) Double Tree by Hilton

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Monday, November 25, 2024

- Greeley Chamber of Commerce 11:30 a.m.

Tuesday, November 26, 2024

- City Council Work Session Meeting – No Meeting

Wednesday, November 27, 2024

- Upstate Colorado Economic Development 7 a.m. (822 7th Street Greeley CO 80631) Upstate Colorado Conference Room

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Tuesday, December 3, 2024

- City Council Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Tuesday, December 5, 2024

- Island Grove Advisory Board 3:30 p.m. (600 N. 14th Ave Greeley CO 80631)

- North Front Range MPO Meeting 6 p.m. Fort Collins Colorado River Community Room (222 LaPorte Avenue Fort Collins, CO 80521)

City Council Meeting Scheduling 2024

	11/5/2024		
	This schedule is subject to change		
Date/Type	**Description**	**Sponsor Presenter/Director or Project Manager**	**Placement/Time**
November 12, 2024 Council Work Session	B&C 2024 Triennial Review	Heidi Leatherwood	WS
	Office of Emergency Management Update and Review on Upcoming Priorities	Dominic Tatti/Peter Perez	WS
	West Greeley Update	Blair Snow	WS
November 19, 2024 Council Meeting	Proclamation - Alzheimer's Awareness Month	Mayor	Intro
	Proclamation - 16 Days of Activisim Against Gender Violence	Mayor	Intro
	Proclamation - Law Enforcement Records Personnel Week	Mayor	Intro
	Proclamation - Small Business Saturday	Mayor	Intro
	Minutes - Oct 1 & 15 CC; Oct 8 & 22 WS	Heidi Leatherwood	Consent
	Resolution - Name the Natural Area Arroyos del Sol	Justin Scharton/Diana Frick	Consent
	Resolution - Application for Grant Funding Sheep Draw Trailhead	Justin Scharton/Diana Frick	Consent
	Resolution - Ratifying the appointment nominees for the Board of Trustees HPLD	Heidi Leatherwood	Consent
	Resolution - Ratifying the appointment nominees for the Board of Trustees Clearview Library District	Heidi Leatherwood	Consent
	Resolution - Change Order Keep Greeley Moving Concrete Project	Paul Trombino	Consent
	Resolution - Change Order Amour Hill Drainage Improvements	Paul Trombino	
	Resolution - Approval of IGA with the Federal Highway Administration Safe Streets for All Grant	Paul Trombino	Consent
	Intro & 1st Rdg Ord - Code amendment to retention period -Administrative Hearing Officer Records	Tasha Reynolds/ Heidi Leatherwood	Consent
	Intro & 1st Rdg Ord - Reauthorizing Boards for B&C	Heidi Leatherwood	Consent
	Intro & 1st Rdg Ord - Amendment to GMC Security Guard Licensing	Adam Turk	Consent
	Intro & 1st Rdg Ord - L&T Annexation	Doug May/Brian McBroom	Consent
	Intro & 1st Rdg Ord - L&T Zoning	Doug May/Brian McBroom	Consent
	Intro & 1st Rdg Ord - Backflow Cross Connection Program	Rebecca Andrus/Sean Chambers	Consent
	Historic Designation Update	Brian McBroom	Regular (Informational)
	Council Compensation Review	Martha Lanaghen	Regular (Informational)
	Boards & Commissions Appointments	Heidi Leatherwood	Regular
November 26, 2024 Council Work Session	Cancelled due to Thanksgiving Holiday		
December 03, 2024 Council Meeting	Minutes	Heidi Leatherwood	Consent
	Resolution - Approving DDA Budget	Caleb Weitz	Consent
	Resolution - DDA Mill Levy	Caleb Weitz	Consent
	Intro & 1st Rdg Ord - Council Compensation (Tentative)	Martha Lanaghen	Consent
	PH & 2nd Rdg Ord - Code amendment to change the retention period for Administrative Hearing Records	Tasha Reynolds/ Heidi Leatherwood	Regular
	PH & 2nd Rdg Ord - Reauthorizing Boards for B&C	Heidi Leatherwood/Jennifer Middleton	Regular
	PH & 2nd Rdg Ord - Amendment to GMC Security Guard Licensing	Adam Turk	Regular
	PH & 2nd Rdg Ord - L&T Annexation	Doug May/Brian McBroom	Regular

City Council Meeting Scheduling 2024

	11/5/2024		
	This schedule is subject to change		
Date/Type	**Description**	**Sponsor Presenter/Director or Project Manager**	**Placement/Time**
	PH & 2nd Rdg Ord - L&T Zoning	Doug May/Brian McBroom	Regular
	PH & 2nd Rdg Ord - Backflow Cross Connection Program	Rebecca Andrus/Sean Chambers	Regular
December 10, 2024 Council Work Session	Xcel Energy Update	Will Jones/Paul Trombino	WS
	Safe Streets for All City of Greeley Vision Zero Action Plan	Steven Younkin/Paul Trombino	WS
	Five Year Housing for All Strategic Plan Update	Deb Callies	WS
	Q3 Financial Report	Robert Miller/Tyra Litzau	WS
	Alquist 3D Printing Update	John Hall	WS
	Hold - West Greeley Updates/Negotiations	Blair Snow	WS
December 17, 2024 Council Meeting	Minutes - Nov 19 and Dec 3 CC; Dec 10 WS	Heidi Leatherwood	Consent
	Resolution - Council Policies and Protocol	Heidi Leatherwood	Consent
	Intro & 1st Rdg Ord - Historic Designation George's Bike Shop	Brian McBroom	Consent
	Eminent Domain Discussion	John Hall	Regular (Informational)
	Sidewalk Funding Projects	Steven Younkin/Paul Trombino	Regular (Informational)
	PH & 2nd Rdg Ord - Council Compensation	Martha Lanaghen	Regular
	Boards & Commissions Appointments	Heidi Leatherwood	Regular
December 24, 2024 Council Work Session	Cancelled due to Christmas Holiday		

Greeley City Council

Status Report of Council Initiatives

Initiative No.	Council Member Initiating	Council Request	Council Meeting or Work Session Date Requested	Next Steps & Schedule	**Anticipated Deliverable & Date** (Report, Council Presentation, etc.)	Assigned to:
15-2021	Olson	**Formation of a committee for implementation of a funding strategy for the 35th and 47th interchanges.**	December 7, 2021 Council Meeting	•Next grant application expected May 2023	1601 presentation to Transportation Commission Work Session on November 20th, 1601 consideration for approval in front of Transportation Commission on December 18th, 2024.	Paul Trombino
04-2023	Hall	**Pumpkin Ridge - Bridge**	March 7, 2023 Council Meeting	•PW report provided to Council on March 24, 2023. Neighborhood meeting planned on June 29, 2023. •Included Raymond's 9/1/2023 Council Update	The contractor is scheduled to begin work on November 14, 2024, and be completed by December 31, 2024.	PW
11-2023	Clark/Butler	**Artificial turf and landscape standards**	August 1, 2023 Council Meeting	•Come back to Council with a draft ordinance	Scheduled for the January 14, 2025 Work Session	Brian McBroom
1-2020	Hall	**Follow-up on the Poudre River Trail- Narrows Project**	August 1, 2023 Council Meeting	•The grant application, which will be submitted in October, will complete baseline river modeling in addition to an alternative alignment analysis which will also look at the existing alignment, with high level cost estimates for each alternative. The scope will also include a 30% design of the preferred alignment. Working with existing consultants, we've established an estimated cost for the design process to get to a 30% of roughly $150,000. •Unless a new alignment comes out of the design process, utilizing the existing alignment or an alternative on the north side of the river identified by past studies will likely exceed $2 million to completed design/permitting and construction for this section.	Received a $45,000 planning grant from the State Trails program in Colorado Parks and Wildlife, and Poudre River Trail Corrido, Inc. is contributing $25,000 toward the design process at this integral section of the trail. Natural Areas &Trails (NAT) division of CPRD has contracted Otak to conduct geotechnical analysis for the Narrows section of the Poudre River Trail in west Greeley. NAT and Public Works staff have engaged in the process and provided feedback on the site constraints and possible solutions. The project team will be meeting with Poudre River Ranch area HOA members, the PRTC board, and Councilmember Hall on Sept. 17th to discuss the project and garner feedback from the neighborhood on solutions to secure this section of the trail, and to monitor its condition until design is completed and construction can commence.	Diana Frick
4-2024	Butler	**Requested Work Session for information on the Lincoln Park Redesign- to include status of project, timeline of project and overview of the coming outreach Work Session**	April 2, 2024 City Council Meeting	Requested Work Session for information on the Lincoln Park Redesign- to include status of project, timeline of project and overview of the coming outreach Work Session	The consulting team is working on market analysis and programming opportunities. October 17 there is a on site visit with Steering Committee members, stakeholders, and community open houses to share the first draft of the plan.	CPRD
5-2024	Hall	**Impact Fee Study Structure**	May 7, 2024 Council Meeting	Requested staff bring a report to a future work session explaining more in depth the Impact Fee Study Structure - how the ratio is calculated, review process, timeline of review, and development fees	Staff will come back to a future work session to discuss the Development Code	Allena Portis/Robert Miller/Brian McBroom
6-2024	Butler	**Sidewalk Funding Projects**	May 21, 2024 Council Meeting	Requested staff to come to a work session to report on sidewalk work and plans being done	Presentation at the December 17 Council Meeting as an informational item	Paul Trombino

7-2024	Butler	**Building Permit Fees**	September 17, 2024 Council Meeting	Would like staff to provide information to a work session relating to building permit fees for the last few years and what they are currently	Staff will be preparing a memo for Council	Brian McBroom
8-2024	Olson	**Code Compliance**	Oct 1, 2024 Council Meeting	Requested staff to present at a future work session on code compliance- what is compliant and what is not and to develop a plan to assist with low-income residents specifically relating to yards and vegetation	Tentatively scheduled for a work session on January 14, 2025	Brian McBroom/Juliana
10 - 2024	Hall	**Legal Research**	Oct 15, 2024 Council Meeting	Asked staff to produce a report on Legal research for Home Rule Cities in response to the State Law regarding Occupancy, ADU's and Parking Minimums. Also would like included what the cost of challenging state law is.	Staff will create a report for Council and have a presentation at a future work session	Legal
11 - 2024	Butler	**HP Rezone Parking**	Oct 15, 2024 Council Meeting	There was a request for staff to provide a report to council on the HP Rezone area parking, traffic problems, and what has been done in the area. It was also requested that the design standards be included.	Staff will create a report and include the schematics of the area and send to council	Public Works

Work Session Agenda Summary

Item: 9.

Title
Adjournment