



## Citizen Budget Advisory Committee

5:00 – 6:30 PM, June 25<sup>th</sup>, 2025

1001 11th Ave, Greeley, CO 80631

2nd Floor Colorado Conference Room 227

Zoom Meeting: <https://greeleygov.zoom.us/j/82522074466>

Meeting ID: 825 2207 4466

# AGENDA

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- **CALL TO ORDER**
- **ATTENDANCE & ANNOUNCEMENTS**
- **APPROVE MINUTES FROM MAY 28, 2025**
- **DISCUSSION ITEMS**
  - Human Resources Overview – Martha Lanaghan
  - Fire Dept Overview – Brian Kuznik
- **OTHER BUSINESS**
  - Triennial Final Review
  - Budget Process Updates
  - Polling Update
  - Charter and bylaws update
- **PUBLIC INPUT**
- **ADJOURNMENT**

# CITIZEN BUDGET ADVISORY COMMITTEE

**Wednesday, May 28th, 2025 -- 5:00 p.m.**

**Committee Members    Present    Absent    Attending Guests & City Personnel:**

Committee Members	Present	Absent
Barry Eastman	X	
Tyler Mowery	X	
Anthony McCune		X
John Schull		x
Merrie Foreman	X	
Lori Williams	X	
Javier Alvarado Vega		x
Khalil N Bhanji	X	

*Josie Dolenz: Budget Analyst II*  
*Kalen Myers: Interim Budget & Policy Director*  
*Steven Younkin—*  
*Bhooshan Karnik – Public Works*  
*Allena Portis – CFO*

- 1. CALL TO ORDER**—Meeting called to order at 5:08PM by Barry Eastman
- 2. ATTENDANCE & ANNOUNCEMENTS**
- 3. APPROVE MINUTES FROM APRIL 23RD 2025** – Motion made by Lori to approve the minutes, seconded by Khalil
- 4. DISCUSSION ITEMS**
  - a. Keep Greeley Moving – Steven Younkin**
    - i. \$15M spent on the project and 4 miles of sidewalk were repaired. Sixty percent of the work that was done was in the Overlay portion of the project, which removes the top 3 or 4 inches of damaged pavement and replaces it.
    - ii. Steven announced that there is a website tracking the progress of Keep Greeley Moving. This initiative will be sunseting in 2029 and will likely be a ballot item to renew in 2027.
    - iii. Several maps outline the work that has been completed in 2024 as well as the plan for 2025. There have been changes to the budget that have reduced the amount of overlay projects.
    - iv. Barry asked if there were any concrete road projects happening. The only road utilizing concrete repair is 16<sup>th</sup> Street.
    - v. Kalen advised a full audit of the project is on the horizon as the end of the ballot term approaches.
  - b. MERGE – Bhooshan Karnik**
    - i. In 2018, the Quality of Life tax measure was renewed with \$30M dedicated to this project in local matching dollars. Between federal funding and CDOT, an additional \$65M has been committed toward this project in grant dollars. The remaining project delta will be funded through a federal TIFIA loan which voters authorized in the November 2024 ballot.
    - ii. In addition to the two grade-separated interchanges along US34, plans for a mobility hub, just east of Centerplace, will be part of the project. This will be a location for local bus transit, scooters, bikes and an extended bus service that runs to Loveland. This hub will connect via sidewalk to the surrounding neighborhood.
    - iii. Barry inquired if Cascadia would be something funded by TIFIA. It will not.

- iv. Currently the Public Works and Transportation department are working with consultants on scoping the MERGE project. Construction on local aspects will start as early as next year. As this project touches a lot of departments, updates to council, CBAC and other committees will be happening frequently.

**c. Cascadia Update – Allena Portis**

- i. Allena began by providing a short overview of the West Greeley Development project, breaking it down to the Entertainment district (arena, youth hockey, hotel, water park) and the Cascadia residential development district.
- ii. There will be a petition for a General Improvement District (GID) where property owners in the area will be asked to join the GID which will serve as the funding mechanism for much of the surrounding infrastructure.
- iii. Bhooshan spoke about some of the road infrastructure that will be built as well as new water lines.
- iv. There was some discussion on the salvage yard located next to the property and how that will factor into site development plans. Negotiations with that owner are ongoing.
- v. Barry asked about the timeline for the dispute between Greeley and Windsor regarding the intersection on the development property. Allena advised she had no updates on this at this time.
- vi. Barry requested information on the number of units by type. Allena advised she had those numbers and that staff will reach out to follow up.
- vii. Some of the benefits to this project would include 2500 temporary jobs, 1300 permanent jobs, civic pride, and increase tax revenue long-term.
- viii. Funding elements:
  - 1. Certificate of Participation - \$115M, which will be debt issuance to the 501c3. Allena likened it to a construction loan. This will pay for the pre-development phase.
  - 2. Non-profit 501c3 financial conduit - \$832M, which funds the construction piece.
  - 3. Moral Obligation on Debt \$33M
  - 4. Annual Economic Development Payment \$12M
  - 5. General Improvement District - \$129M
  - 6. Enterprise Fund
- ix. Funding approach – Entertainment District
  - 1. Revenue from operations, not funded through taxpayer dollars
- x. Timeline:
  - 1. Predevelopment June 2025. Talks will begin with JP Mogan
  - 2. Construction 2026 to Fall 2028 –
- xi. Risks and Concerns:
  - 1. Drawdowns will be a coordinated effort with the project management team. This is something being spearheaded by Paul Trombino. Allena has advised there is a contractor that is helping with the drawdown piece but that it will be handled by Finance.
  - 2. If this project fails to move forward, the buildings being used as collateral would be temporary. Khalil expressed concern that the general contractors may fail to complete the project in time, jeopardizing city assets. Water Valley will be overseeing the execution of those contracts.
  - 3. Per the PDSA, the City will only release \$11.5M for eligible cost until the Eagles Lease is signed.

4. Allena advised that if the project is halted for any reason, the City owns the designs and the land and can proceed in several directions. Water Valley would be unable to build competing facilities within 100 miles.
5. Allena reviewed the funding options and explained that while there would be a debt tied to this project, it would net positive in revenue.
6. Several sensitivity analyses have been completed with some of them still under review by the city manager.
7. Merrie inquired if repairs are included in financial forecasts. Allena advised there will be a capital replacement reserve and a capital refreshment reserve. She explained that the City is like a co-signor by holding moral obligation and is not responsible for operations or repairs.
8. Khalil expressed interest in further involvement in the project. Allena advised that they will be creating a 501(c)3 to oversee the project with board members.
9. Barry asked about the GRIT and JBS and inquired if this was something tied to the Cascadia project. There is no connection.

## 5. OTHER BUSINESS

- a. **Budget Process Updates** – Allena Portis and Kalen Myers
  - i. Budget Director applications are coming in. Many candidates are federal employees. Nine interviews will be held next week.
  - ii. Kalen provided an overview of the budget cycle. Departments are submitting budget increase requests. Two hundred and seventy requests were made for \$40M. Not all of these will be approved. The next step consists of review meetings with CMO liaisons and then ultimately reviewed by City Council. This review will drill down on City priorities.
- b. **Polling Update**—The public will be polled on three items, Public Safety, Homelessness and Housing and Economic Development. Results available in July.
- c. **Triennial Review questions**—Josie advised that she had been in talks with the City Attorney’s Office on creating a charter and bylaws as part of this process. Barry has requested that language around the number needed for quorum should be included and expressed concern on having a loose charter that allows opportunity to oversee projects as needed.
- d. It was proposed to change the meeting dates for November (19<sup>th</sup>) and December (17<sup>th</sup>) as they are currently scheduled for the days before Thanksgiving and Christmas. None opposed the change.

## 6. PUBLIC INPUT –no members of the public present

## 7. ADJOURNMENT – motion made to adjourn at 6:34 by Barry, seconded by Tyler.

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Next Regular Meeting:  
June 25th, 2025  
5:00-6:30 p.m.

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City Center South - 1001 11th Ave, Greeley, CO 80631  
2nd Floor Colorado Conference Room 227  
Zoom(<https://greeleygov.zoom.us/j/82522074466>)

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Kalen Myers  
Interim Budget & Policy Director

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Barry Eastman  
Chairperson

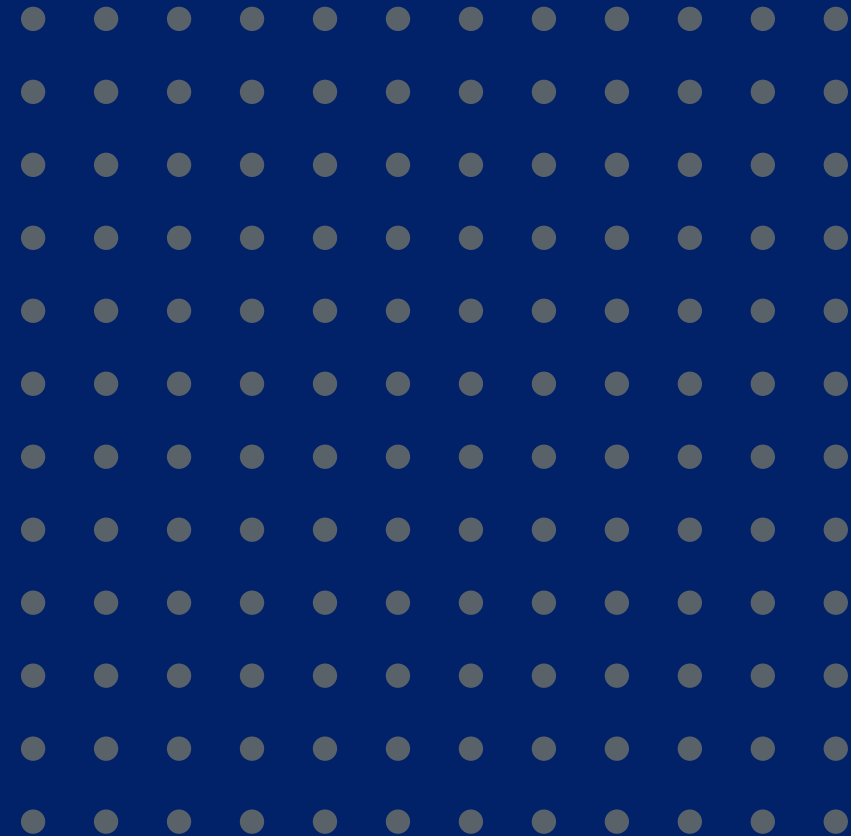
# CBAC Presentation Human Resources

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Martha Lanaghen

Human Resources Director

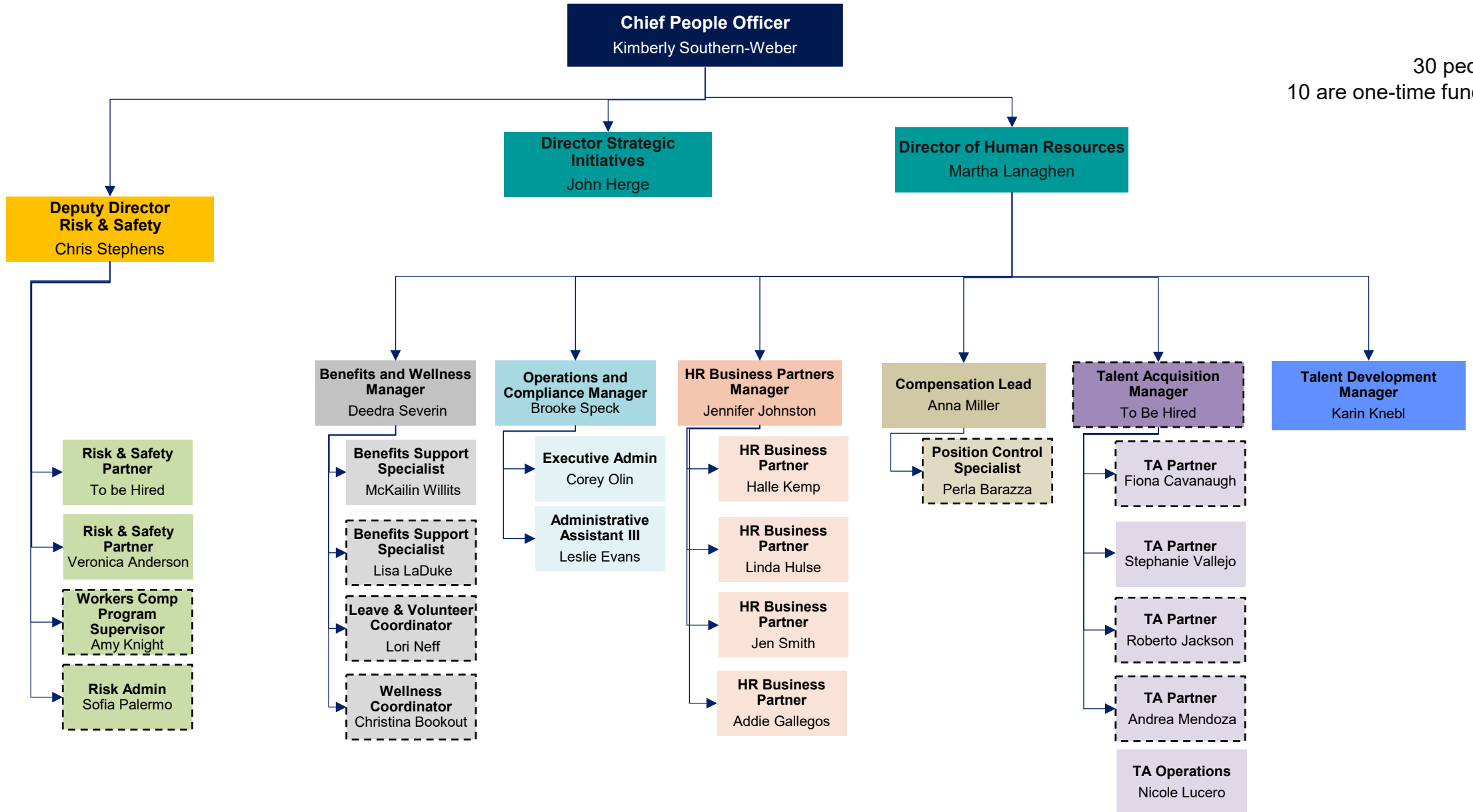
June 2025





# HUMAN RESOURCES ORGANIZATION CHART 2025

30 people  
10 are one-time funded



# Priorities

HR's Objectives and Key Results



# OKRs

## Objectives and Key Results (Cont)



**OKR #1**

Elevate HR  
**Customer Service**




**OKR #2**

Build  
**Operational Excellence**



**OKR #3**

Advance Greeley's  
Culture of  
**Inclusion and Engagement**



# #1: Customer Service

- Enhanced employee self-serve options through HRHelp@
- Reduced time to fill for open positions from over 120 days to 70 days
- Filled over 450 open positions in 1Q and 2Q25 (inclusive of seasonals)
- Revised and implemented entirely new Orientation program
- Enhanced mental health offerings with expanded availability of mental health support during department crises or for some departments that have acute needs

# #2: Operational Excellence

- Enhanced Professional Development opportunities across the City
  - Crucial Conversations
  - Dare to Lead
  - Emergenetics
  - Creative Problem Solving and Innovation
  - Situational Leadership
  - Launching Emerging Leaders Academy in 2025
  - Launching new LMS July 8, 2025 – has over 15,000 courses, can be leveraged for all training implementations
- Built OKR Dashboards in partnership with ticketing system – in testing 2Q25
- Out to RFP for medical insurance providers – looking to enhance offerings in 2026

# #3: Inclusion and Engagement

- Implement Employee Resource Groups (ERGs) – 4Q 2025
- Implement Succession Planning and clear path to employee growth.  
All new program in 4Q 2025, then ongoing
- Leaders Summit – May 2025 – brought all leaders across every department together for morning of leadership training, and strategic alignment

# Engagement

Glint: Employee Engagement Survey



# What is Glint / Viva?



Microsoft's Employee Engagement Survey Platform



Millions of responses from thousands of companies for benchmarking



Over a decade of research to understand what matters and the connections to employee retention



Advanced analytics at the mid-sized team and above (teams 10 or larger)

# City of Greeley's Glint Insights

72

## Engagement Score

Engagement Score is a group of 2 questions:

1. How happy are you working at City of Greeley?
  2. I would recommend City of Greeley as a great place to work.
- This is the focus of City of Greeley for this survey.

[Learn more](#)

### Score vs previous

↑ 1 vs Jun 2024 survey



Score Question

83

### Purpose

The work I do at City of Greeley is meaningful to me.

80

### Prioritization

I know what I should be focusing on right now.

76

### Leadership

I have confidence in my leadership team.

Score Question

*^Up from 44*

49

### Action Taking

I believe meaningful action will be taken as a result of this survey.

*^Up from 54*

55

### Leadership

I have confidence in the executive leadership team.

*^Up from 57*

58

### Continuous Improvement

City of Greeley continually improves the way work gets done.

**Questions?**





# Greeley Fire Department

## Department Update

### Citizens' Budget Advisory Committee

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PROFESSIONAL | COMPASSIONATE | SERVICE

**Brian S. Kuznik, Fire Chief**

[Brian.Kuznik@Greeleygov.com](mailto:Brian.Kuznik@Greeleygov.com) | 970-350-9501

June 25, 2025



# Agenda



- Department Overview
- Accomplishments, Goals & Strategic Priorities
- Budget Considerations & Future Needs
- Purpose: *Informational Only*

# Greeley Fire Department Overview



## All-Hazards Fire Department

- *Insurance Services Office Rating: ISO Class 2*

## Vision

- *The Greeley Fire Department is a world-class organization committed to community excellence.*

## Mission

- Professional | Compassionate | Service

# Greeley Fire Department – Core Tenets



## Prevention

- *Reduce risk to the community through education, enforcement, and outreach*

## Preparedness

- *Maintain operational readiness through training, planning, and resource management*

## Response

- *Deliver safe, rapid, and effective emergency services*

# Greeley Fire Department Overview

## Core Functions & Resources



## Core Functions & Resources

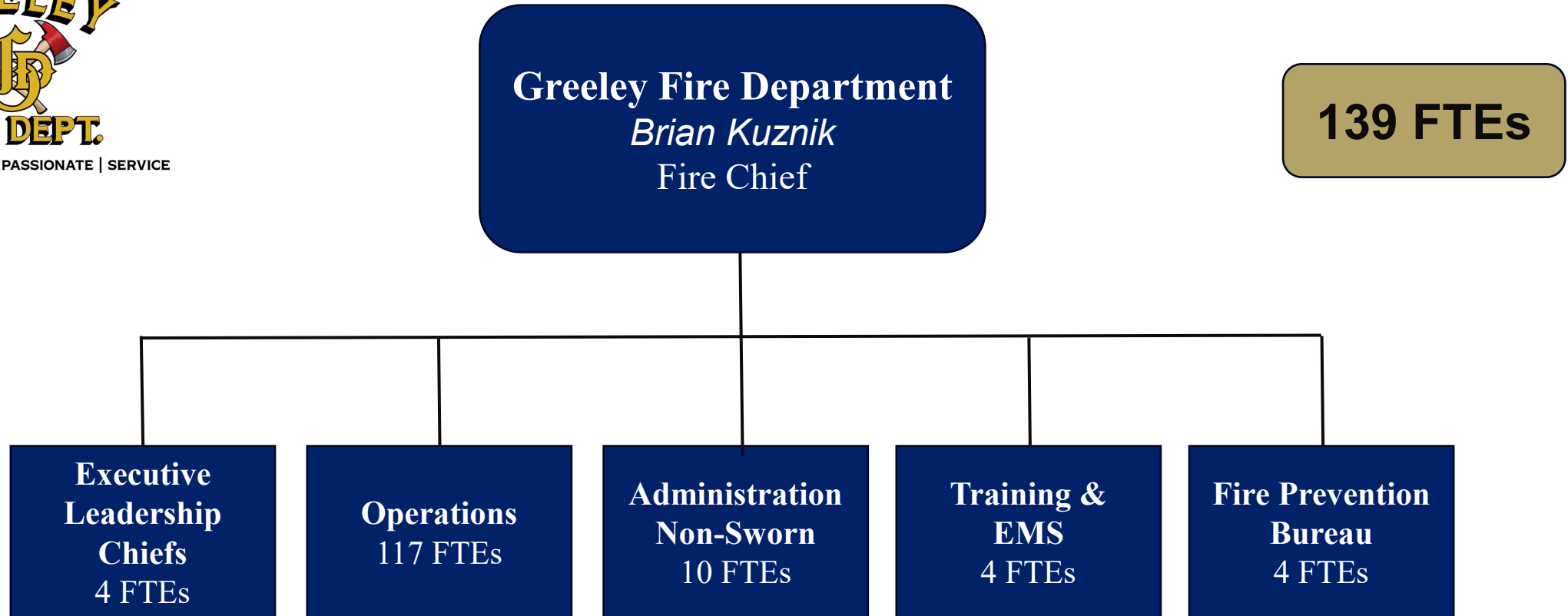
### Core Functions

- Fire Suppression
- Emergency Medical Services
- Specialized Rescue
- Hazardous Materials Response
- Fire Prevention & Community Risk Reduction

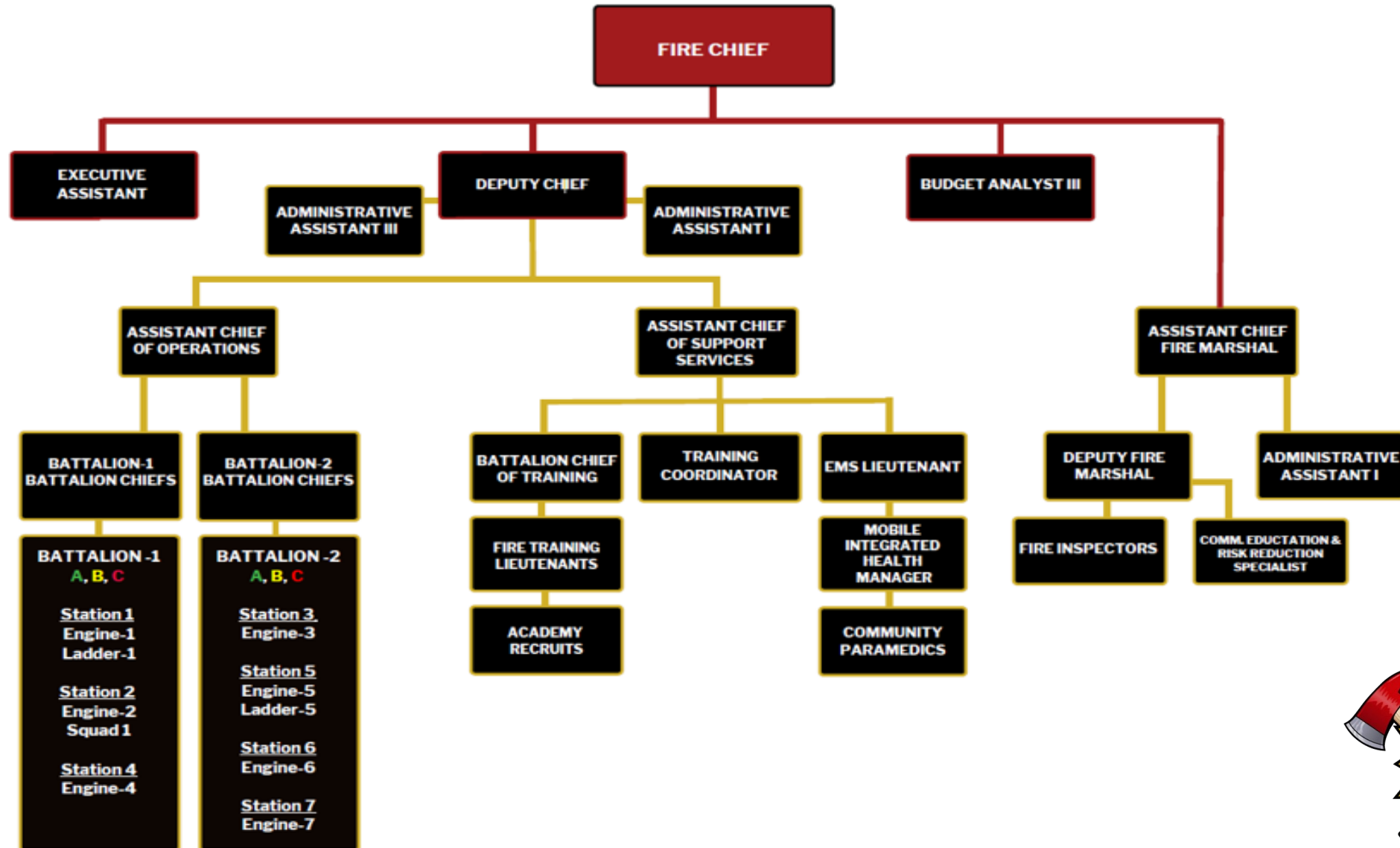
### Resources

- 139 Full-Time Employees (FTEs)
- 7 Fire Stations
- 20 Response Apparatus

# Current Organizational Chart



# Official Organizational Chart





# Operating Costs

- **Operating Budget**  
\$30.5 Million
- **Firefighter Investment**  
Onboarding Cost: \$40,000  
Salary Range: \$70,000 – \$100,000
- **Apparatus Costs**  
Fire Engine: \$1 Million  
Aerial / Ladder Truck: \$1.5 Million

# 2024 Response Highlights



## Calls for Service:

- 17,708 total calls
- 80% EMS-related

## Response Metrics:

- UCHealth Compliance: 96%
- Alarm Handling Time: 1 min 48 sec
- Average Turnout Time: 1 min 17 sec
- Average Travel Time: 4 min 39 sec
- Average Total Response Time: 8 min 59 sec

## Impact:

- Total Property Saved: \$28.6 Million

# 2024 Accomplishments



## Squad 1 Mission

*To improve health outcomes for vulnerable populations and reduce the impact that low acuity, non-emergency 911 calls place on the emergency response system.*

## 2024 Activity Highlights

- **990** total incidents
  - **807** patient contacts, providing varied levels of medical assistance and support.
  - **183** community contacts, fostering engagement and proactive outreach.

# 2024 Accomplishments

## Fire Prevention Bureau



### Fire Prevention & Education

- **15,435** citizen contacts  
*(Includes 2,400 attendees at the Fire Department Open House)*
- **1,377** annual fire inspections completed, ensuring safety code compliance.
- **284** smoke & CO alarms installed, enhancing home safety and awareness.

# 2024 Accomplishments

## Operations & Administration



## Major Equipment Purchases

- Acquired a **new Fire Engine, Dive Rescue Boat, and a Breathing Air Compressor.**
- **Three additional fire apparatus** are currently on order.

## Hiring & Promotions

- **Six** lateral firefighters and **two** recruits were brought on to support frontline service delivery.
- **One** Battalion Chief and **Four** Lieutenants have been promoted to support leadership continuity.
- Key support roles filled: **Executive Assistant, Budget Analyst, and Community Educator.**
- *Also includes enhanced Battalion Chief Relief Coverage to improve command readiness.*

# 2024 Accomplishments

## Training & Wellness



### Training & Certifications

- **23,000** total training hours completed, promoting continuous skill development.
- **31** new certifications earned, furthering technical and operational expertise.

### Health & Wellness

- Access to **First Responder Trauma Counselors**, prioritizing mental health and resilience.
- **Front Line Mobile Health** provides comprehensive industry-specific physicals and screenings.

# 2024 Accomplishments

## Strategic Initiatives



## Strategic Initiatives

- Five (5) Automatic Aid Agreements
- Standards of Cover Study
- Community Risk Assessment
- Realignment of the Office of Emergency Management

# 2025 Priorities

## Prevention

- Expand public education outreach by implementing Friends and Family CPR and Stop the Bleed classes
- Increase the number of fire inspections in commercial occupancies
- Increase collaboration with Development Review and Code Enforcement to align engineering and code enforcement efforts with growth

## Preparedness

- Standardize company-level training curriculum
- Complete Standards of Cover / Community Risk Assessment
- Formalize and adopt a pre-fire planning program

## Response

- Evaluate the current Support Company deployment model
- Implement Emergency Fire Dispatching to reduce call-taking times and to ensure an appropriate response model based on call type



# 2026 Priorities

## Prevention

- Improve data collection / analysis on fire prevention and fire investigation activities
- Create a Community Risk Reduction / Fire and Life Safety Education program
- Increase the department's social media presence

## Preparedness

- Pursue CIP funding of Station 4 (rebuild), new Station 8, and remodel of Station 5
- Complete Community Driven Strategic Planning process
- Initiate master planning process for the Public Safety Training Facility
- Enter negotiations with Local 888 to secure a multi-year contract that is beneficial for both parties

## Response

- Evaluate response capabilities to include Advanced Life Support staffing and Alternative Response models
- Complete in-house training and place into service three new Support Company units



# Longer Term Goals

- Achieve International Accreditation through the Center for Public Safety Excellence
- Reduce Insurance Services Office (ISO) rating from Class 2 to Class 1
- Staff and operationalize a new West Fire Station
- Deploy emerging technologies and staff the Real Time Information Center with qualified fire personnel
- Secure CIP funding to build out the Public Safety Training Center
- Refine the service agreement between the City of Greeley and Western Hills Fire Protection District
- Evaluate alternative staffing models



# Pain Points and Limitations

- Adequate staffing levels across administration, fire operations, and fire prevention
- Managing increasing call volume and call concurrency
- Potential increase in response times as the city grows
- Aging Fire Stations
- Rising costs of Fire Apparatus / Equipment
- Recruiting and retaining qualified personnel across all ranks and roles
- Professional development opportunities
- Inadequate training facility



# 2025 & 2026 Base Budget (Expenditures)

6.3% increase

	2025 Current Budget	2026 Proposed Budget	\$ Change from 2025
<b>Expenditures by Category</b>			
Salaries & Benefits	22,431,588	23,418,742	987,154
Supplies & Services	6,657,765	6,458,353	(199,412)
Capital	389,815	2,016,748	1,626,933
Debt	72,000	72,000	-
Transfers Out	1,011,717	650,000	(361,717)
<b>Total Expenditures by Category</b>	<b>\$ 30,562,885</b>	<b>\$ 32,615,843</b>	<b>\$ 2,052,958</b>

	2025 Current Budget	2026 Proposed Budget	\$ Change from 2025
<b>Expenditures by Fund</b>			
100 - General	27,270,781	27,494,837	224,056
121 - Public Safety .16%	2,938,307	3,104,258	165,951
513 - Equipment Replacement	353,797	2,016,748	1,662,951
<b>Total Expenditures by Fund</b>	<b>\$ 30,562,885</b>	<b>\$ 32,615,843</b>	<b>\$ 2,052,958</b>

	2025 Current Budget	2026 Proposed Budget	\$ Change from 2025
<b>Expenditures by Division</b>			
Administration	2,204,754	2,214,643	9,889
Community Safety	3,068,568	3,099,589	31,021
Operations	24,081,054	26,027,212	1,946,158
Training	1,208,509	1,274,399	65,890
<b>Total Expenditures by Division</b>	<b>\$ 30,562,885</b>	<b>\$ 32,615,843</b>	<b>\$ 2,052,958</b>

# Summary of Increase Requests

Rank	Request	FTE(s)	Net One-Time	Net Ongoing	Net Total
	TOTAL	24.00	\$1,229,295	\$4,240,506	\$5,469,801
1	Psychological Health Services – GFD	0.00	\$0	\$48,400	\$48,400
	One Time to Ongoing: FTE(s): 0.00				
1	Firefighter Physicals – GFD	0.00	\$0	\$146,740	\$146,740
	One Time to Ongoing: FTE(s): 0.00				
1	FTE One-Time to Ongoing – 3 Firefighters	3.00	\$0	\$445,305	\$445,305
	One Time to Ongoing: FTE(s): 3.00				
1	2026 – FEE INCREASE – Weld County Dispatch Cost Allocation and Wireless Maintenance Fees	0.00	\$0	\$81,317	\$81,317
	Base Budget: FTE(s): 0.00				
2	FTE Increase – 9 Additional Firefighters	9.00	\$352,278	\$1,434,204	\$1,786,482
3	FTE Increase – Fire Inspector	1.00	\$8,800	\$104,619	\$113,419
3	FTE Increase – Fire Plans Examiner	1.00	\$8,800	\$124,843	\$133,643
5	FTE Increase – EMS Battalion Chief	1.00	\$9,150	\$201,806	\$210,956
6	FTE Increase – QA QI Program Manager	1.00	\$9,150	\$187,635	\$196,785
7	FTE Reinstatement – Deputy Chief of Administration	1.00	\$9,150	\$242,310	\$251,460
8	NEW Alternative Response Model: Peek Demand Unit – 6 Additional Firefighters	6.00	\$234,852	\$1,094,534	\$1,329,386
9	FTE Increase – Public Information Officer	1.00	\$8,800	\$128,793	\$137,593
10	Emergency Generator – Station 5	0.00	\$150,000	\$0	\$150,000

# Summary of Increase Requests (continued)

Rank	Request	FTE(s)	Net One-Time	Net Ongoing	Net Total
	TOTAL	24.00	\$1,229,295	\$4,240,506	\$5,469,801
11	Medical Director – Increase Hours	0.00	\$12,000	\$0	\$12,000
	New FTE/Program/Services: FTE(s): 0.00				
12	ARFF Certification – Airport Rescue Firefighting	0.00	\$3,750	\$0	\$3,750
	New FTE/Program/Services: FTE(s): 0.00				
13	Pump Operator Training & Testing – Draft Commander	0.00	\$140,000	\$0	\$140,000
	New FTE/Program/Services: FTE(s): 0.00				
14	Public Safety Training Center Master Plan	0.00	\$100,000	\$0	\$100,000
	New FTE/Program/Services: FTE(s): 0.00				
15	Mobile Integrated Health (MIH) Program – Continuing Education	0.00	\$3,600	\$0	\$3,600
	Base Budget: FTE(s): 0.00				
16	Tactical Emergency Medical Services (TEMS)	0.00	\$10,000	\$0	\$10,000
	Base Budget: FTE(s): 0.00				
17	Technical Rescue NOCO SOT Training	0.00	\$12,500	\$0	\$12,500
	Base Budget: FTE(s): 0.00				
18	CHORIO Software License Increase	0.00	\$1,760	\$0	\$1,760
19	Mobile Integrated Health – Squad 101 Wound Care and Squad Specific Supplies	0.00	\$6,300	\$0	\$6,300
	Base Budget: FTE(s): 0.00				
20	Fire Service Chief Executive Officer Program	0.00	\$10,500	\$0	\$10,500
	New FTE/Program/Services: FTE(s): 0.00				
21	Fire Station 1 Office Addition	0.00	\$137,905	\$0	\$137,905
	New FTE/Program/Services: FTE(s): 0.00				

# Proposed Organizational Chart

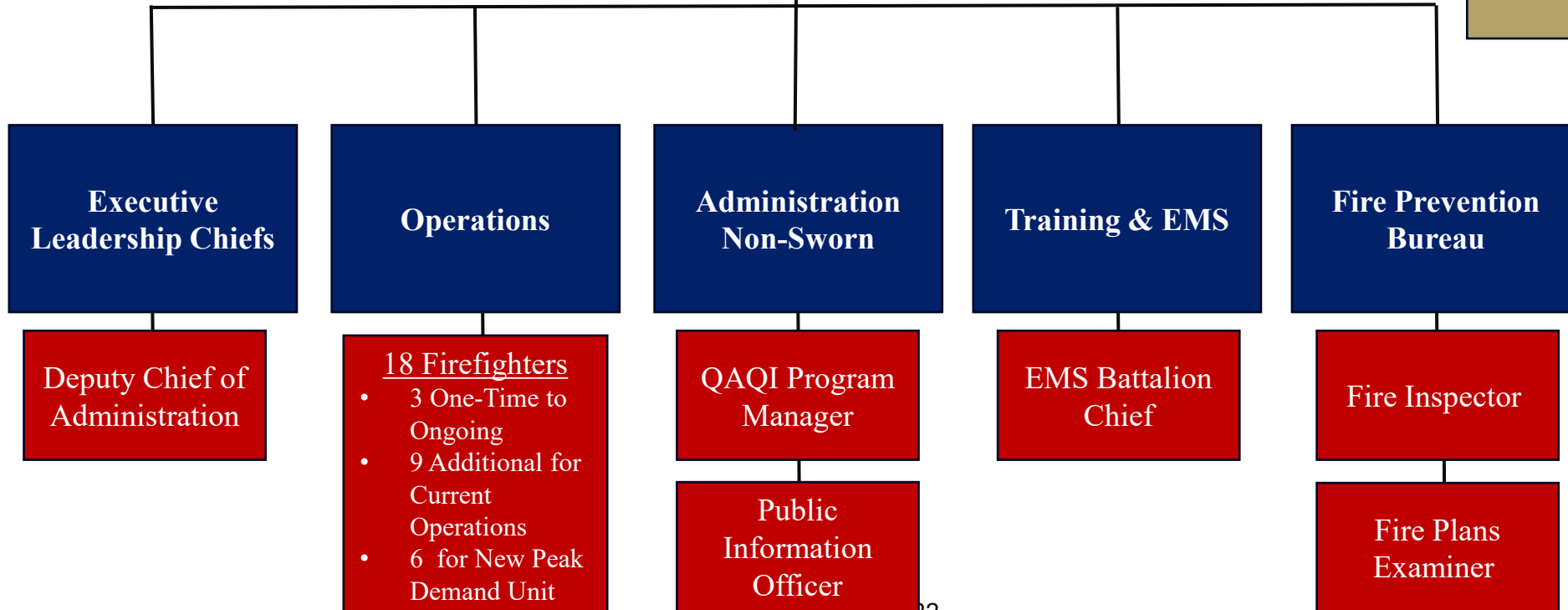
+ 24 FTEs



PROFESSIONAL | COMPASSIONATE | SERVICE

**Greeley Fire Department**  
*Brian Kuznik*  
Fire Chief

**One-Time Positions:**  
**3 Firefighters**  
(funded in 2023, 2024, and 2025 with one-time funds)



Questions?



## 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 2025 the *Citizen Budget Advisory Committee, Citizen Transportation Advisory Board, Commission on Disabilities, Downtown Development Authority, Golf Course Advisory Board, Historic Preservation Commission, Rodarte Community Center Advisory Board, Stormwater Board, and Youth Commission* are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form electronically, adding additional pages as necessary, and submitting the required attachments to the Clerk’s Office before June 30, 2025. This questionnaire should be completed, reviewed, and approved by your Board or Commission before the June 30<sup>th</sup> deadline. Required attachments are a 3-year work plan (samples have been provided), updated bylaws (if different from those provided), and 3-year attendance records (2022-2025).

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

<b>BOARD/COMMISSION NAME:</b> Citizen Budget Advisory Committee	<b>DATE PREPARED:</b> June 17 <sup>th</sup> , 2025
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<b>MEMBERS:</b>	
1. John Shull	7. Khalil N Bhanji
2. Javier Alvarado Vega	8. Barry Eastman
3. Lori Williams	9. Vacant
4. Merrie Foreman	10.
5. Anthony Jason Mccune	11.
6. Jonathan T Mowery	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-area 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.

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. **High Performance Government** -- CBAC is introduced to all directors of each City of Greeley department to have a keener grasp on the priorities of each department and to hear from them directly how public dollars are spent. This helps to ensure transparency in financial decision-making.
2. CBAC provides an overview of each council priority without getting into the weeds. They have issued recommendations to the city council and leadership in areas that impact public safety and infrastructure and mobility.

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.

Per Section 2-756, the Purpose and functions of CBAC are to "provide citizen involvement in the budget process" by becoming familiar with city operations, commenting on revenue requirements, expenditures, staffing, etc., giving special attention where needed and commenting on the annual budget to city council and staff. This is done by having monthly meetings with members of each department to receive an overview of department goals, spending trends and priorities. At the budget readings, the chair of CBAC is present to provide an official recommendation to the city council.

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

While CBAC meetings are open to the public, they have not been attended by members of the public. There may be more receptiveness to attending if there were options for livestreaming.

8. **List annual workplan(s) over 2022-2025 and state what parts of the workplans were accomplished. Provide an updated 3-year (2025-2027) workplan based on the samples provided.**

9. **Please share specific projects, achievements, and initiatives this board has completed over the last three years (2022-2025).**

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 (2022-2025).**

11. Are board meetings conducted in an effective manner?

Board meetings are conducted using Robert's Rules of Order. Action items are followed up at the next meeting.

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

Yes, the meetings were held on the 2nd Wednesday of the month at 5pm until January 2025, when the ongoing rotation was changed to the 4th Wednesday of the month at 5pm.

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

An annual agenda is prepared with topics for the year and each month departments are scheduled to give a presentation and open their department up for questions. From there, CBAC will investigate financial priorities, capital and development projects, ballot initiatives, etc. They have maintained a flexible charter which has provided opportunities to be used as an oversight agency.

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

Hybrid. Meetings are held in person with an option of participating via Zoom.

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

The meetings are available to the public, but we have not had any public attendance or participation in >12 months.

**16. What could be done to improve board meetings?**

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

**18. Other comments:**

**Please provide the following attachments:**

- **2025-2027 current work plan (see samples provided)**
- **Attendance records (2022-2025)**
- **Bylaws if different from what was provided**

## Sample Work Plan #1:

### Introduction

- **Purpose of the Board / Commission:** Brief statement on the board or commission's mission and its contribution to the community. Align this with council priorities.
- **Key Issues to Address:** List of the key issues the board will address, in alignment with council goals.

### Projects

- **Project/Task 1:** (Insert Project)
  - **Description:** Overview of task or goal.
  - **Timing:** Estimated timeline for completion.
  - **Anticipated Outcome:** What is expected from this task, e.g., budget approval, funding secured, etc.
  - **Council Priority Alignment:** Explain how this project supports council priorities.
- **Project/Task 2:** (Insert Project)
  - **Description:** Overview of task or goal.
  - **Timing:** Estimated timeline for completion.
  - **Anticipated Outcome:** What is expected from this task, e.g., budget approval, funding secured, etc.
  - **Council Priority Alignment:** Explain how this project supports council priorities.
- **Project/Task 3:** (Insert Project)
  - **Description:** Overview of task or goal.
  - **Timing:** Estimated timeline for completion.
  - **Anticipated Outcome:** What is expected from this task, e.g., budget approval, funding secured, etc.
  - **Council Priority Alignment:** Explain how this project supports council priorities.
- **Project/Task 4:** (Insert Project)
  - **Description:** Overview of task or goal.
  - **Timing:** Estimated timeline for completion.
  - **Anticipated Outcome:** What is expected from this task, e.g., budget approval, funding secured, etc.
  - **Council Priority Alignment:** Explain how this project supports council priorities.

## Sample Work Plan #2:

### Introduction

- **Purpose of the Board / Commission:** Brief statement on the board or commission’s mission and its contribution to the community. Align this with council priorities.
- **Key Issues to Address:** List of the key issues the board will address, in alignment with council goals.

Projects			Outcome	Alignment
Project/Task 1 (Insert Project)				
Project/Task 2 (Insert Project)				
Project/Task 3 (Insert Project)				
Project/Task 4 (Insert Project)				

CITY OF GREELEY, COLORADO  
ORDINANCE NO. fil, 2011

**AN ORDINANCE AMENDING PROVISIONS OF CHAPTER 2.39 OF THE GREELEY  
MUNICIPAL CODE RELATED TO CITIZEN BUDGET ADVISORY COMMITTEE**

WHEREAS, it becomes necessary to update the Greeley Municipal code from time to time to clarify sections of the code, as well as to align with City council policy; and

WHEREAS, sections of the Municipal Code have been identified as needing such clarification,

**NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO, AS FOLLOWS:**

Section 1. Greeley Municipal Code Chapter 2.39 is hereby amended as described in Exhibit "A", attached hereto.


Section 2. This ordinance shall become effective five (5) days following its final publication, as provided by the Greeley City Charter.

**PASSED AND ADOPTED, SIGNED AND APPROVED, THIS 1st DAY OF February, 2011.**

ATTEST

  
CityC

CITY OF GREELEY, COLORADO

  
Mayor

## **Attachment A**

### **2.39.010 Citizen Budget Advisory Committee established; members.**

There is hereby created a Citizen Budget Advisory Committee, an advisory board to the City Council, which shall consist of nine (9) members. (Ord. 6, 2003 §1; Res. No. 4, 1994; 56, 1993; 9, 1992)

### **2.39.020 Purpose and functions.**

(a) The purpose of the Citizen Budget Advisory Committee is to provide direct citizen involvement in the budget process.

(b) The functions of the Committee shall include, but not be limited to:

(1) Becoming familiar with City operations, reviewing preliminary budget proposals developed by staff, and commenting on revenue requirements, EXPENDITURES, staffing levels, alternative service delivery and how well the BUDGET proposals meet the needs of the community;

(2) Giving special review attention to specific areas, as directed by City Council OR BY CONSENSUS OF THE COMMITTEE; and

(3) Commenting, through an annual report, on the City Manager's proposed budget TO CITY COUNCIL. (Ord. 6, 2003 §1)

## ARTICLE VIII. - CITIZEN BUDGET ADVISORY COMMITTEE

Sec. 2-755. - Citizen budget advisory committee established; members.

There is hereby created a citizen budget advisory committee, an advisory board to the city council, which shall consist of nine members.

(Code 1994, § 2.39.010; Res. No. 4, 1994, 2-15-1994; Ord. No. 56, 1993, § 9, 10-5-1993; Ord. No. 6, 2003, § 1, 1-21-2003; Ord. No. 06, 2011, § 1, 2-1-2011)

Sec. 2-756. - Purpose and functions.

(a)The purpose of the citizen budget advisory committee is to provide citizen involvement in the budget process.(b)The functions of the committee shall include, but not be limited to:(1)Becoming familiar with city operations and commenting on revenue requirements, expenditures, staffing levels, alternative service delivery and how well the budget meets the needs of the community;(2)Giving special review attention to specific areas, as directed by city council or by consensus of the committee; and(3)Commenting, through an annual report, on the city budget to the city council.

(Code 1994, § 2.39.020; Ord. No. 6, 2003, § 1, 1-21-2003; Ord. No. 06, 2011, § 1, 2-1-2011)

Secs. 2-757—2-780. - Reserved.

# Citizen Budget Advisory Committee

## Charter and Code

### City of Greeley, CO

#### **Chapter 2.39**

#### **Citizen Budget Advisory Committee**

#### **2.39.010 Citizen Budget Advisory Committee established; members.**

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#### **2.39.020 Purpose and functions.**

(a) The purpose of the Citizen Budget Advisory Committee is to provide citizen involvement in the budget process.

(b) The functions of the Committee shall include, but not be limited to:

(1) Becoming familiar with City operations and commenting on revenue requirements, expenditures, staffing levels, alternative service delivery and how well the budget meets the needs of the community;

(2) Giving special review attention to specific areas, as directed by City Council or by consensus of the committee; and

(3) Commenting, through an annual report, on the City budget to the City Council. (Ord. 06, 2011 §1; Ord. 6, 2003 §1)