

Greeley City Council Agenda

Work Session
Tuesday, March 14, 2023 at 6:00 p.m.

City Council Chambers at City Center South, 1001 11th Ave, Greeley, CO 80631 Zoom Webinar link: <https://greeleygov.zoom.us/j/86148461863>

NOTICE:

City Council Work Sessions 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 YouTube at
[Youtube.com/CityofGreeley](https://www.youtube.com/CityofGreeley) as well as
Over the Zoom webinar. Public participation
In the Zoom webinar only allows viewing
The meeting.

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

Meeting agendas, minutes, and archived videos are available on the City's meetings portal at greeley-co.municodemeetings.com/



Mayor
John Gates

Councilmembers

Tommy Butler
Ward I

Deb DeBoutez
Ward II

Johnny Olson
Ward III

Dale Hall
Ward IV

Brett Payton
At-Large

Ed Clark
At-Large

A City Achieving
Community Excellence
Greeley promotes a healthy,
diverse economy and high
quality of life responsive to
all its residents and
neighborhoods, thoughtfully
managing its human and
natural resources in a
manner that creates and
sustains a safe, unique,
vibrant and rewarding
community in which to live,
work, and play.

City Council Work Session Agenda

March 14, 2023 at 6:00 PM

**City Council Chambers, City Center South, 1001 11th Ave & via
Zoom at <https://greeleygov.zoom.us/j/86148461863>**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Reports from Mayor and Councilmembers
5. City Council Agenda and Meeting Management Software Implementation
6. City Council Initiative - Board and Commission Meeting Time Survey Results
7. Scheduling of Meetings, Other Events
8. Adjournment



Work Session Agenda Summary

Title:

Reports from Mayor and Councilmembers

Background:

During this portion of the meeting any Councilmember may offer a summary of the Councilmember's attendance at assigned board/committee meetings and should include key highlights and points that may require additional decision and discussion by the full Council at this or a future Work Session.

Board/Committee	Meeting Day/Time	Assignment
--Team of 2-- Board/Commission Interviews	Monthly as Needed	Council Rotation
Water & Sewer Board	3 rd Wed, 2:00 pm	Gates
Youth Commission Liaison	4 th Mon, 6:00 pm	Clark
Historic Preservation Loan Committee	As Needed	DeBoutez
Police Pension Board	Quarterly	Clark
Employee Health Board	As Needed	DeBoutez
Airport Authority	3 rd Thur, 3:30 pm	Payton/Clark
Visit Greeley	3 rd Wed, 7:30 am	Butler
Upstate Colorado Economic Development	Last Wed, 7:00 am	Gates
Greeley Chamber of Commerce	4 th Mon, 11:30 am	Hall
Island Grove Advisory Board	1 st Thur, 3:30 pm	Butler
Weld Project Connect Committee (United Way)	As Needed	Butler
Downtown Development Authority	3 rd Thur, 7:30 am	Butler/DeBoutez
Transportation/Air Quality MPO	1 st Thur, 6:00 pm	Olson/Payton
Poudre River Trail	1 st Thur, 7:00 am	Hall
Interstate 25 Coalition	As Needed	Olson
Highway 85 Coalition	As Needed	Gates
Highway 34 Coalition	As Needed	Olson
National League of Cities Transportation and Infrastructure Services Committee	As Needed	Olson
CML Policy Committee (Council or Staff)	As Needed	Payton/Lee Gates alternate
CML Executive Board opportunity	As Needed	Hall
CML - Other opportunities	As Available/Desired	
Regional Opioid Council	As Needed	Gates



Work Session Agenda Summary

March 14, 2023

Heidi Leatherwood, City Clerk

Title:

City Council Agenda and Meeting Management Software Implementation

Background:

In 2018, the City of Greeley (City) purchased Municode Meetings as its digital agenda management system. This software compiles agenda items and attachments into agenda packets. These packets are posted on the City's website and provide the framework for legislative discussions and decisions during council meetings.

Municode Meetings delivers access to digital agenda packet information, storage for video and past documents, and allows for basic communication across departments. However, it also lacks some critical components for a municipality the size of Greeley.

In order to support a better work product, the following components of a meeting management software were identified as beneficial to appropriately support the City Council:

- a more robust workflow approval sequence that can be customized in house;
- integration components to other digital systems and media stream options; and
- electronic voting, mobile friendly access, single sign-in capability, live meeting benefits and a board portal.

To meet these needs, the City Clerk's Office (CCO) has identified CivicClerk as the appropriate meeting management software to support the City Council. Currently, the CCO is working with the vendor to customize templates, workflow, and baseline user data. The City's Information Technology Department (IT) has partnered alongside the CCO to assist with security protocol, integrations, and other technical processes. Testing and trials of the software are planned in April and into May as a precursor to launch training sessions for users with a planned go live timeline in June 2023.

During the March 14 Work Session, the CCO will introduce the City Council to the software for its information.

Strategic Focus Area:



High-Performance Government

Attachments:

PowerPoint Presentation



Agenda & Meeting Management Software Solution



Heidi Leatherwood,
City Clerk

Municode Meetings to CivicClerk

Municode Meetings since 2018, now upgraded to CivicClerk

Civic Plus is the parent company of Municode and Civic Clerk



CivicClerk offers:

- Cloud-based security
- Digital access
- Electronic voting

How this helps Greeley



- Enhancements

- Solves the problem of customizable workflow approvals
- Allows latest technology for multiple streaming modes
- Access on mobile devices through phone or tablet
- Integrates with existing city management systems

What this means for Councilmembers

Board Portal – Internal facing

- Access point for agenda packet
 - Remote capability
 - Take notes, annotate, highlight, search functions
- Access electronic votes

Example of Electronic Voting Display

ORDINANCE OF THE CITY TO ESTABLISH A YOUTH ADVISORY BOARD

REFRESH CURRENT ITEM AUTO-SAVE ON

VOTING

START VOTE MARK ALL AS YES RESET VOTE

CARD VIEW LIST VIEW

PERSON	INITIATE	SECOND	YES	NO	ABS
Lisa Thompson	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jack Taylor	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Amy Bennett	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thomas Kaiser	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Megan Asikainen	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

5 0 0
YES NO ABSTAIN

Save as:

CURRENT ITEM
1. 21-23: AN ORDINANCE OF THE CITY TO ESTABLISH A YOUTH ADVISORY BOARD

VOTE RESULTS

- YES Lisa Thompson
- YES Jack Taylor
- YES Amy Bennett
- YES Thomas Kaiser
- YES Megan Asikainen

Passed 5-0-0

What this means for Residents

Resident Portal on City website

- Single Access Point
 - Agenda Packets
 - Searchable data – past meetings, agendas, voting
 - Watch recorded videos
 - stream live meetings

Item No. 5. Recent Portal – Streaming, Reviewing Votes and accessing Agenda in one screen

CivicClerk Public Portal City Council Meeting - August 11, 2022

B. Roll Call

C. Presentations

1. Proclamation Celebrating National Play O
Proclamation

D. Consent Agenda

1. Approval of Minutes of Previous Meeting
Meeting Minutes
2. Approval of Annual Public Safety Grant Ap

E. Public Hearings

1. PH1234: Public Hearing for 100 Main Stre
City Council Item Report
Public Hearing Notice

F. New Business

1. AN ORDINANCE OF THE CITY OF BRIS
City Council Item Report
Ord. 664 Annual Budget
Budget Supplemental Information

Motions/Votes Detail

Motion: Amend to Remove \$123,000 Public Works Equipment Purchase. **Passed**

Initiated by **Jack Taylor**, seconded by **Mark Edwards**

Yes	No	Abstain
5	1	1

1. Megan Asikainen
2. Mark Edwards
3. Jack Taylor
4. Lisa Thompson
5. Thomas Kaiser

1. Amy Bennett

1. Jennifer Leibrock

Motion: Approve as Amended. **Passed**

Initiated by **Lisa Thompson**, seconded by **Jack Taylor**

Yes	No	Abstain
7	0	0

1. Megan Asikainen
2. Mark Edwards
3. Amy Bennett
4. Jennifer Leibrock
5. Jack Taylor

Page 12

Timeline 2023

March

Work with IT on security and Laserfiche

Build templates, user information, workflows

April - May

Testing, trials and training for staff and Council

June-Aug

Go Live (June)
Continuous training as needed

Thank you.



Questions?



Work Session Agenda Summary

March 14, 2023

Heidi Leatherwood, City Clerk

Sarah Jacobsen, Deputy City Clerk

Title:

City Council Initiative - Board and Commission Meeting Time Survey Results

Background:

During its September 6, 2022 Regular Meeting, the City Council requested an initiative to research the feasibility for and interest by City Council appointed Boards and Commissions to consider alternative meeting times that fell outside the standard work hours as a possible effort to increase engagement and recruitment of Board and Commission members.

In an effort to gauge the feasibility and interest in alternative Board and Commission meeting times, the City Clerk's Office (CCO) developed an on-line survey that was distributed to all current Board and Commissions members.

The following documents are attached for City Council consideration:

- Survey Template
- Survey Results- Highlights
- Survey Results Summary (including written comments)

During the March 14 Work Session, the CCO staff will present an overview of the survey results.

Strategic Focus Area:



High-Performance Government

Attachments:

Survey Template

Survey Results- Highlights

Survey Results Summary

PowerPoint Presentation



Boards & Commission Meeting Survey

Thank you for being a valued member on a Board or Commission.

As the City considers ways to maximize transparency of and access to board and commission activity by community members, the City Council has requested that the City Clerk work with the current board and commission members to determine interest and availability in shifting board and commission meeting times to those outside of business hours. As such, the City Clerk's Office is seeking your feedback on alternate Board and Commission (B & C) meeting times in the interest of accessibility.

Please select the B & C you represent and select the meeting time that would work best for your B & C members or provide additional feedback.

1. Which Board or Commission do you represent?

- Citizen Budget Advisory Committee
- Citizen Transportation Advisory Board
- Civil Service Commission
- Commission on Disabilities
- Construction Trades Advisory & Appeals Board
- Golf Course Advisory Board
- Greeley Art Commission
- Greeley Urban Renewal Authority
- Historic Preservation Commission
- Human Relations Commission
- Island Grove Park Advisory Board
- Judicial Review Board
- Museum Board
- Parks & Recreation Advisory Board
- Planning Commission
- Rodarte Community Center Advisory Board
- Stormwater Board
- Union Colony Civic Center Advisory Board
- Water & Sewer Board
- Youth Commission

2. Please select which meeting time you are able to attend:

Meetings before regular business hours (before 9 am)

Meetings after regular business hours (after 5 pm)

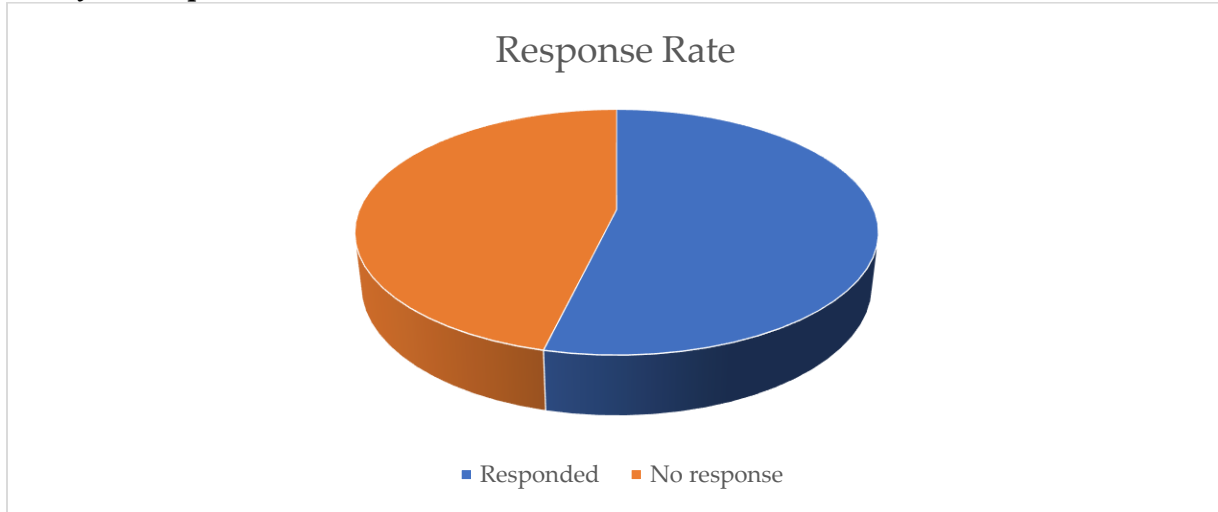
How would this time change affect you?

3. Other suggested meeting time:

4. Additional comments or suggestions:

City Council Initiative Board and Commission Meeting Time – Survey Highlights

Survey Participation



- 20 boards/commissions surveyed
- 79 of 147 boards/commissions members responded (53.7% response)

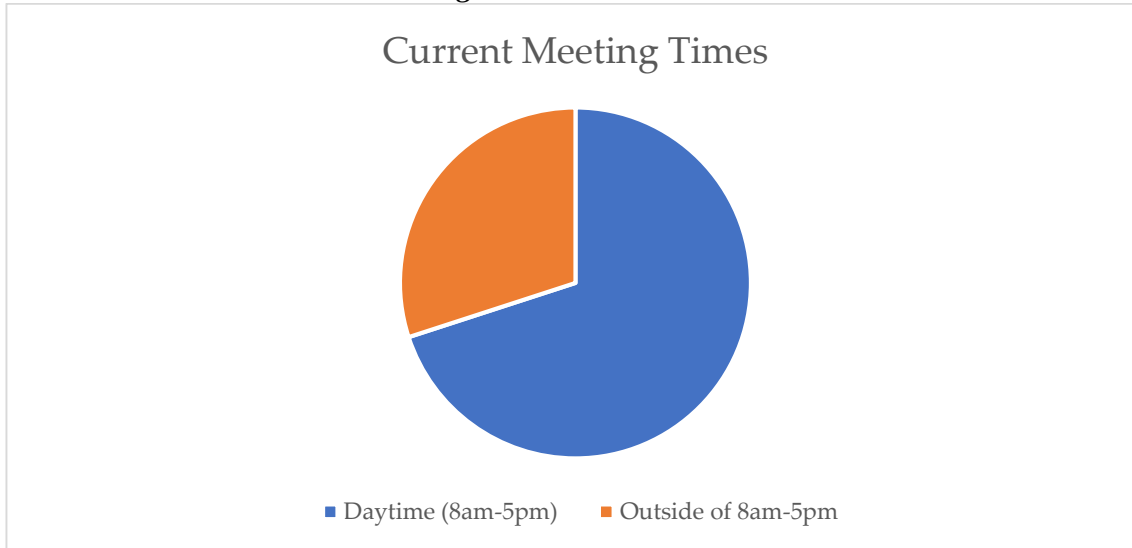
Participation by Board/ Commission

Board/ Commission	Total Members (including vacancies)	Total Responses	% Survey Participation
Citizen Budget Advisory Committee	8	4	50%
Citizen Transportation Advisory Board	8	1	12.5%
Civil Service Commission	3	1	33.3%
Commission on Disabilities	7	2	28.6%
Construction Trades Advisory & Appeals Board	11	5	45.5%
Golf Course Advisory Board	7	1	14.3%
Greeley Art Commission	12	5	41.7%
Greeley Urban Renewal Authority	7	6	85.7%
Historic Preservation Committee	7	3	42.6%
Human Relations Commission	15	8	53.3%
Island Grove Park Advisory Board	7	3	42.6%
Judicial Review Board	5	3	60%
Museum Board	9	5	55.5%
Parks and Recreation Advisory Board	9	8	88.8%
Planning Commission	7	5	71.4%
Rodarte Community Center Advisory Board	7	5	71.4%
Stormwater Board	5	1	20%
Union Colony Civic Center Advisory Board	9	8	88.8%
Water and Sewer Board	8	4	50%
Youth Commission	14	5	35.7%



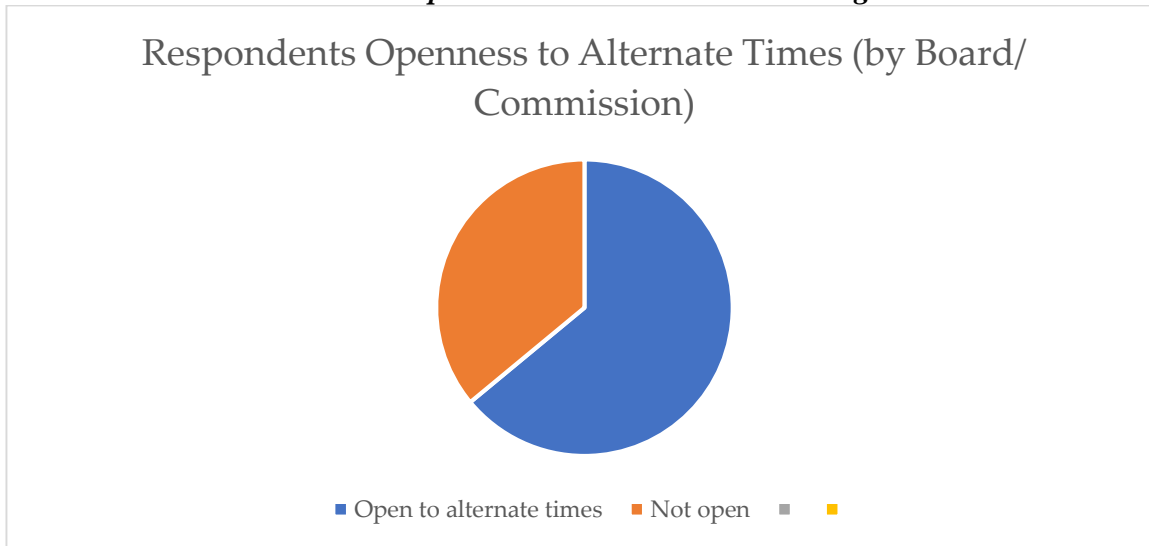
**City Council Initiative
Board and Commission Meeting Time – Survey Highlights**

Current board/commission meeting times



- 14 Boards/ Commissions conduct their meetings during the day inside the hours of 8am – 5pm (70%)
- 6 Boards/ Commissions meet outside of the hours of 8am – 5pm (30%)

Current Boards/ Commissions openness to an alternative meeting time



- 9 of 14 boards/commissions open (64%)

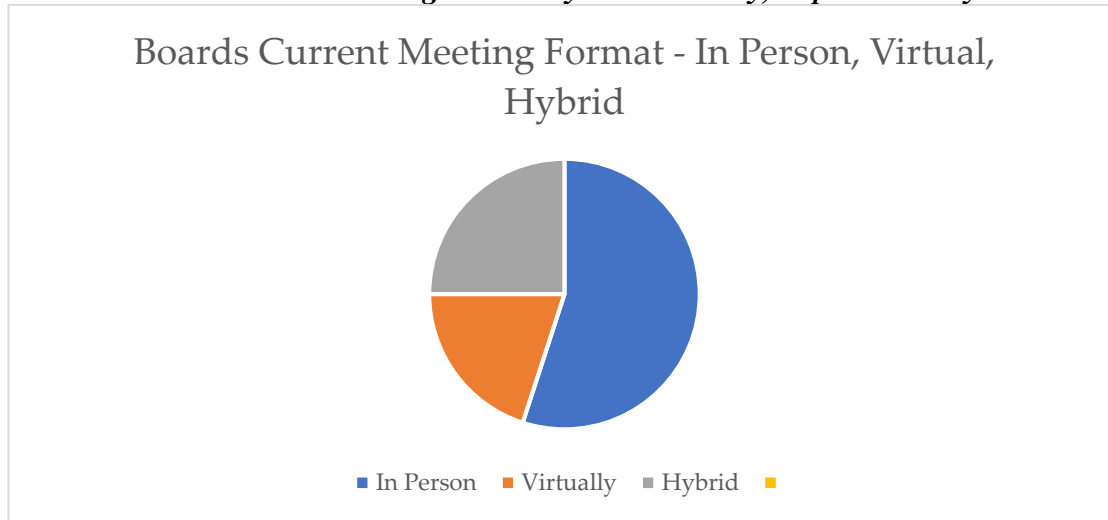
Board/ Commission	Current Meeting Time	Meeting time Preference
Citizen Budget Advisory Committee	5pm	Keep
Citizen Transportation Advisory Board	3pm	Open before 9am
Civil Service Commission	4pm	Open to after 5pm
Commission on Disabilities	10am	Open to after 5pm
Construction Trades Advisory & Appeals Board	As Needed	Open to before 9am
Golf Course Advisory Board	4:30pm	Open to both
Greeley Art Commission	4pm	Keep



**City Council Initiative
Board and Commission Meeting Time – Survey Highlights**

Greeley Urban Renewal Authority	4:30pm	Keep; or after 5pm
Historic Preservation Committee	4pm	Open to after 5pm
Human Relations Commission	4pm	Open to after 5pm
Island Grove Park Advisory Board	4pm	Keep
Judicial Review Board	9am	Open
Museum Board	4pm	Open to after 5pm
Parks and Recreation Advisory Board	7am	Keep
Planning Commission	1:15pm	Keep
Rodarte Community Center Advisory Board	5:15pm	Keep
Stormwater Board	4:30pm	Open
Union Colony Civic Center Advisory Board	3:45pm	Keep
Water and Sewer Board	2pm	Keep
Youth Commission	6:30pm	Keep

Are Board/ Commission meetings currently held virtually, in person or hybrid?



- 11 Boards meet in person (55%)
- 4 meet virtually (20%)
- 5 meet hybrid (25%)



BOARDS & COMMISSION SURVEY RESULTS

Date: March 14, 2023

SURVEY DESCRIPTION: On November 29, 2022, Boards and Commission Meeting Survey was sent to 147 Board & Commission members to determine the meeting time preferences and gain consensus for improving attendance availability.

The survey closed on December 16, 2022.

The data has been consolidated by member occupancy and replies received in consideration of vacancies. A consensus summary of the replies received has been provided, please see [Appendix A](#) for raw data and response comments.

SURVEY RESULTS:

BOARD/COMMISSION	MEMBER REPLIES	MEETING TIME & FORMAT	PREFERENCE
Citizen Budget Advisory Committee 9 Member Board	4 of 9 Vacancy: 0	Current Meeting Time: 5:00 pm In-Person/Remote/Hybrid: In-Person	Majority prefer to keep meeting time as scheduled
Citizen Transportation Advisory Board 9 Member Board	1 of 8 Vacancy: 1	Current Meeting Time: 3:00 pm In-Person/Remote/Hybrid: Hybrid	Open to moving meeting before 9 am
Civil Service Commission 3 Member Commission	1 of 2 Vacancy: 1	Current Meeting Time: 4:00 pm In-Person/Remote/Hybrid: Virtually	Open to meeting after 5 pm
Commission on Disabilities 7 Member Board	2 of 7 Vacancy: 0	Current Meeting Time: 10:00 am In-Person/Remote/Hybrid: In-Person	Open to meeting after 5 pm

Construction Trades Advisory & Appeals Board 11 Member Board	5 of 9 Vacancy: 2	Current Meeting Time: As Needed In-Person/Remote/Hybrid: NA	Majority open to meeting before 9 am
Golf Course Advisory Board 7 Member Board	1 of 7 Vacancy: 0	Current Meeting Time: 4:30 p.m. In-Person/Remote/Hybrid: In-Person	Open to moving meeting before 9 am, open to moving after 5 pm
Greeley Art Commission 12 Member Commission	5 of 10 Vacancy: 2	Current Meeting Time: 4:00 pm In-Person/Remote/Hybrid: In-Person	Prefer to keep meeting time as scheduled
Greeley Urban Renewal Authority 7 Member Board	6 of 7 Vacancy: 0	Current Meeting Time: 4:30 pm In-Person/Remote/Hybrid: Virtually	Would like to keep meeting time; open to meet after 5 pm
Historic Preservation Commission 7 Member Commission	3 of 7 Vacancy: 0	Current Meeting Time: 4:00 on In-Person/Remote/Hybrid: Virtually	Open to meet after 5 pm
Human Relations Commission 13 Member Commission	8 of 15 members/ex- Officio replied Vacancy: 0	Current Meeting Time: 4:00 pm In-Person/Remote/Hybrid: Virtually	Majority would like to keep meeting time; open to meet after 5 pm
Island Grove Park Advisory Board 7 Member Board	3 of 6 Vacancy: 1	Current Meeting Time: 4:00 pm In-Person/Remote/Hybrid: In- Person/Hybrid Option	Prefer to keep meeting time as scheduled
Judicial Review Board 5 Member Board	1 of 3 Vacancy: 2	Current Meeting Time: 9:00 am In-Person/Remote/Hybrid: Hybrid	Meet before 9 am or after 5 pm
Museum Board 9 Member Board	5 of 8 Vacancy: 1	Current Meeting Time: 4:00 pm In-Person/Remote/Hybrid: In-Person	Majority open to meeting after 5 pm
Parks & Recreation Advisory Board 9 Member Board	8 of 9 Vacancy: 0	Current Meeting Time: 7:00 am In-Person/Remote/Hybrid: Hybrid	Majority prefer to keep meeting time as scheduled

Planning Commission 7 Member Commission	6 of 7 Vacancy: 0	Current Meeting Time: 1:15 pm In-Person/Remote/Hybrid: Hybrid & Recorded	Majority prefer to keep meeting time as scheduled
Rodarte Community Center Advisory Board 7 Member Board	5 of 7 Vacancy: 0	Current Meeting Time: 5:15 pm In-Person/Remote/Hybrid: In-Person	Majority prefer to keep meeting time as scheduled
Stormwater Board 5 Member Board	1 of 5 Vacancy: 0	Current Meeting Time: 4:30 pm In-Person/Remote/Hybrid: In-Person	Open to meeting before 9:00 am or after 5:00 pm
Union Colony Civic Center Advisory Board 9 Member Board	8 of 9 Vacancy: 0	Current Meeting Time: 3:45 pm In-Person/Remote/Hybrid: In-Person	Majority prefer to keep the time as scheduled; open to change
Water & Sewer Board 8 Member Board	4 of 8 Vacancy: 0	Current Meeting Time: 2:00 pm In-Person/Remote/Hybrid: Hybrid & Recorded	Majority prefer to keep meeting time as scheduled
Youth Commission 14 Member Commission	6 of 14 Vacancy: 0	Current Meeting Time: 6:30 pm In-Person/Remote/Hybrid: In-Person	Prefer to keep meeting time as scheduled

Appendix A

Board & members replied:	Feedback:
Citizen Budget Advisory Committee 4 out of 8 members replied (1 vacancy)	The issue is marketing. The boards need visibility on the front of emails and publications. Keep same meeting time.
	I wonder if a meeting over the lunch hour would work for some members, (11:00 to 12:30). Is there a better time for the city staff? Before 9 a.m. would be great but the same time works too.
	Later than 5PM to accommodate those just getting off work.
Citizen Transportation Advisory Board 1 out of 8 members replied (1 vacancy)	For me, during the day is most convenient. However, the current schedule does limit community participation to the retired or working in a field with flexible hours. It will put pressure on staff time, however. Thanks for asking.
Civil Service Commission 1 of 2 members replied (1 vacancy)	We meet as needed. Most of the time it's on Zoom. If it is to meet with City Council I just need to know in advance to coordinate.
Commission on Disabilities 2 of 7 members replied	It is not a change, we haven't had a meeting yet.
Construction Trades Advisory & Appeals Board 5 of 9 members replied (2 vacancies)	I can attend meetings anytime of the day.
	Change wouldn't not affect me. Lunch time meeting?
	Earlier is better than later
	No effect either way
Golf Advisory Board	Feel all advisory boards but Water & Sewer, Planning Commission and Budget should be eliminated. The Boards take up a lot of staff time to administer with power point presentations to members who are not qualified to render decisions on topics. Greeley should have elected Planning Districts that refer their recommendation to the Planning Commission for projects in their area. The City Council should have a

Chief of Staff with employees who can answer residents concerns and deal directly with the City Council, rather than direct residents to the Advisory Boards who have no power to direct the City Staff to review the problems.

Greeley Art Commission 5 of 10 members replied (2 vacancies)	The 4pm time works good for me and my schedule with care providers coming
	Will resign!
	I can attend either. And the current time works fine for me too
	Not a good idea. DEAL KILLER! Leave it alone!
	I find that people make priorities for the things they really want to do, which explains why my Wednesday evenings are not available for City meetings--other obligations take priority.

Greeley Urban Renewal Authority 6 of 7 replied

Making all (or at least most) meetings virtual or hybrid could be really helpful - if I have to leave work for a meeting, it's just extra time taken out of my day. I've noticed that some meetings are in the middle of the day and thought that might be a problem with my employer but they are really happy that I'm on a board and support me not being available during that time.

I like the time that is currently scheduled for our meetings - I would NOT like a time change. Please keep it the same and virtual

Lunch time meeting

After 5PM does not require me to schedule/miss time during work hours.

I hope there will also be a chance of getting more citizen awareness of- and participation in meetings if the meeting time falls outside of business hours. I'm willing to meet any time from 5:00 to 7:30pm (8:00 at the outside).

I have schedule around work if during work 8-5 M-F. I am fine with the current time

It would be nice to have some meetings in person again.

Historic Preservation Commission 3
of 7 members replied

like the current 4pm

Wouldn't have to leave work early

Human Relations Commission 8 of
15 members/ex-Officio replied

There is no magic bullet for this issue. People have lives and families before/after work hours as well which will keep them from attending meetings. With added virtual components and recording meetings for people to view after the fact, I think that is the best way to increase public participation and knowledge - not just moving the meeting times. This would also help increase interest in serving on B&C's and increase attendance/participation among members. Again, changing the meeting time won't help that issue either.

I don't think that the time of the meeting is necessarily the issue. I think we need to have all meeting provide a Zoom/Teams/virtual component. This would help increase participation among the public and from B&C members.

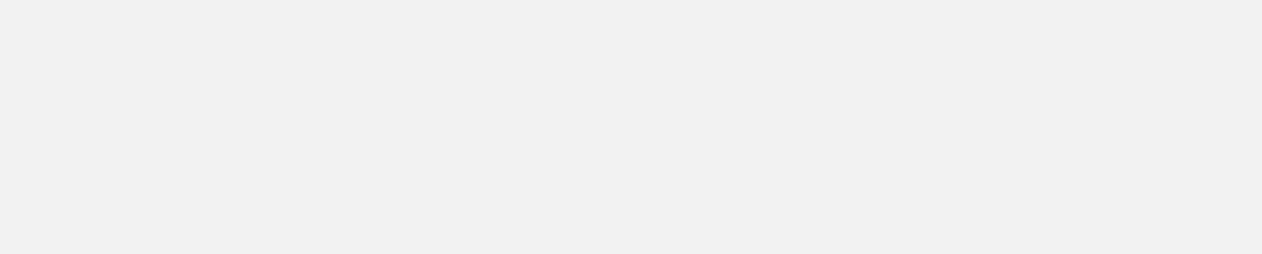
I am unable to meet in the early morning due to other commitments. After 5 is better, but not ideal. Suggested time is the current meeting time (4 p.m.)

We have had good turnout at our meetings so I do not think a change would be good for our B & C. If we had to change, 5:00pm or after would be my preference.

I understand the need to get more people involved, but that shouldn't mean changing every B & C meeting time. Each Board should set its preferred time. To me it is also important to consider the City employee who oversees and attends their respective Board. A change outside of regular business hours also affects them.

current time of second Monday of month at 4:00 pm; would be open to moving it but would need to adjust schedule

	More convenient after 5 p.m., suggests 6 p.m.
	Noon/1:00/middle of the day.
	After 5 p.m. it's easier to plan after work day
Island Grove Park Advisory Board 3 of 6 members replied (1 vacancy)	It is fine where it is
	We do it now at 4p which works, if the time is moved, this member won't be able to attend.
Judicial Review Board 1 of 3 members (2 vacancies)	No comments.
Museum Board 5 of 8 members replied (1 vacancy)	Current meeting times seem to be ok for current Board members. But may need to be adjusted for new Board members. Now we meet at 4:00 Could move it to 5:00or 5:30?
Parks & Recreation Advisory Board 8 of 9 members replied	We currently meet at 7am on 1st Friday on the month. I would prefer that stays the same. If the goal is indeed to meet monthly, perhaps the currently scheduled first-Friday meetings aren't the best. They often get cancelled due to long weekends. Open to most options beginning prior to 9am.
Planning Commission 5 of 7 members replied	Most concerns are being voiced by a representative of the neighborhood or group, having time to make current schedule. Would change be a burden on staff and professionals making presentations? Keep the Planning Commission at the same time. I'm fine with the after-lunch meetings. Meetings before 830-ish would be hard because of school dropoff



The Planning Commission meeting time offers the community an opportunity to participate during regular business hours - this is advantageous for retirees, parents whose children are at school, and for those who may work evenings and nights. Because planning commission actions and recommendations are heard again at City Council, members of the community who cannot participate during regular business hours are able to participate after-hours at City Council Meetings - this is advantageous to those who work day-shift. Additionally, the low attendance at City Council's regular evening meetings doesn't indicate that an evening meeting provides a higher level of community engagement, and wouldn't be beneficial for other boards and commissions.

I think the current time works well and should not be changed. This [change] would negatively affect me as well as many of the presenters. Many of these people are professional that are there in a professional capacity. I would be opposed to changing the time for this reason.

**Rodarte Community Center
Advisory Board** 5 of 7 members
replied

If time was moved, I would have to make sure it doesn't conflict with any other commitments

Our meetings are usually after 5, makes it convenient because I am off work by then

I think our current time seems to be working fairly well for our current board and we haven't had any big issues with attendance and our time has been the same for a long time, just an observation.

Stormwater Board 1 of 5 replied

Feel all advisory boards but Water & Sewer, Planning Commission and Budget should be eliminated. The Boards take up a lot of staff time to administer with power point presentations to members who are not qualified to render decisions on topics. Greeley should have elected Planning Districts that refer their recommendation to the Planning Commission for projects in their area. The City Council should have a Chief of Staff with employees who can answer residents concerns and deal directly with the City Council, rather than direct residents to the Advisory Boards who have no power to direct the City Staff to review the problems.

Union Colony Civic Center Advisory Board 8 of 9 members replied

Neither. I prefer current meeting times.

Any time would be possible as this is an important commission!

It would depend on which day of the month/week that the meeting falls to make sure it would not conflict with something else I have at that time.

Dinner would be delayed from our current mid-afternoon schedule but could make it work.

I do appreciate the need to change, but I don't like driving after dark. Prefer to keep at 3:45 p.m.

Anytime in the afternoon

This is an important meeting and would make anytime work.

Water & Sewer Board 4 of 8 members replied.

Given the length of the W&S Board agendas and the number of people involved including staff the afternoon meeting seems to be more efficient. You also need to remember that the Mayor, the City Manger and the Finance Director are members of the W&S Board.

Keep Water & Sewer at 2:00 PM on the 3rd Wednesday

I would keep the Water and Sewer Board meeting at the same time as currently scheduled

Youth Commission 5 of 14 members This would be the best time because I and other members of the Youth Commission face the challenge of school hours.



City Council Initiative: Board & Commission Meeting Times

Heidi Leatherwood, City Clerk
Sarah Jacobsen, Deputy City Clerk



2022 Council Initiative: Survey availability for alternative meeting times to enhance recruitment and engagement

Online Survey Conducted

Who

- All City Council appointed boards and commission members

What

- Asking for willingness on changing meeting times
- Before 8 a.m. or after 5 p.m.

When

- November - December 2022

Summary

- Participation Results
 - 20 Boards/Commissions –Does not include the 3 Authority Boards
 - 79 members of 147 members responded
- Current Board/ Commission Meeting Times
 - Based on feedback of individual members of 14 B&C; majority of those individuals (not boards as a whole) were willing to meet at a new time
 - 6 already meet outside of 9am – 5pm window
- Meeting Format
 - 11 Boards meet in person; 4 meet virtually; 5 meet hybrid

Survey Suggestions

Some members noted:

- may not enhance participation
- might impact current members availability to serve
- might impact staff/speaker attendance

Suggestions:

- Offer better marketing of meeting days/times
- Offer video recordings of meetings
- Offer virtual or hybrid options of meetings
- Offer lunch-hour meetings

Council Direction

- Does the City Council want to:
 - Take further action on this initiative?
 - Identify specific steps to enhance community engagement on Boards/ Commissions
 - Or close this initiative?



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

March 13, 2023 - March 19, 2023

March 2023							April 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday, March 13

Tuesday, March 14

6:00pm - City Council Work Session Meeting (R_CCS_Council Chambers - WiFi Ready) - Council Master Calendar ↻



Wednesday, March 15

7:30am - Visit Greeley (Butler) ↻

2:00pm - 5:00pm Water & Sewer Board (Gates) ↻

Thursday, March 16

7:30am - 8:30am DDA (DeBoutez/Butler) ↻

3:30pm - 4:30pm Airport Authority (Clark/Payton) ↻

Friday, March 17

Saturday, March 18

Sunday, March 19

March 20, 2023 - March 26, 2023

March 2023							April 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	4						1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday, March 20

7:30am - 2:30pm *Save the Date*** Greeley Day at The Capitol**
(The Art Hotel Denver, Curio Collection by Hilton; Colorado State Capitol)

Tuesday, March 21

6:00pm - City Council Meeting (R_CCS_Council Chambers - WiFi Ready; R_CCS_Council Chambers Overflow Room 103) - Council Master Calendar ↻



Wednesday, March 22

Thursday, March 23

Friday, March 24

Saturday, March 25

Sunday, March 26

March 27, 2023 - April 2, 2023

March 2023							April 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday, March 27

- 11:30am - 12:30pm Greeley Chamber of Commerce (Hall) ↻
- 6:00pm - 7:00pm Youth Commission (Clark) ↻

Tuesday, March 28

- 6:00pm - City Council Work Session Meeting - Cancelled
(R_CCS_Council Chambers - WiFi Ready; R_CCS_Council Chambers Overflow Room 103) - Council Master Calendar ↻



Wednesday, March 29

- 7:00am - 8:00am Upstate Colorado Economic Development (Gates/Hall) (Upstate Colorado Conference Room) - Council Master Calendar ↻
- 10:00am - 1:00pm Arc of Weld County 12th Annual Achieve with Us Film Festival (Greeley Central High School 1515 14th Avenue • Greeley, Colorado 80631) - Council Master Calendar

Thursday, March 30

Friday, March 31

Saturday, April 1

Sunday, April 2

April 3, 2023 - April 9, 2023

April 2023							May 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

Monday, April 3

Tuesday, April 4

6:00pm - City Council Meeting (R_CCS_Council Chambers - WiFi Ready; R_CCS_Council Chambers Overflow Room 103) - Council Master Calendar ↻

Wednesday, April 5

Thursday, April 6

- 7:30am - Poudre River Trail (Hall)** ↻
- 3:30pm - IG Adv. Board (Butler)** ↻
- 6:00pm - 8:30pm North Front Range MPO Meeting (Olson/Payton)** ↻

Friday, April 7

Saturday, April 8

Sunday, April 9

City Council Meeting Scheduling 2023

3/10/2023				
This schedule is subject to change				
Date/Type	Description	Sponsor	Placement/Time	
March 21, 2023 Council Meeting	Proclamation - Parkinson's Disease Awareness Month	Mayor	Intro	
	Proclamation - Fair Housing Month	Mayor	Intro	
	UNC Spring Update - Dr. Andy Feinstein	Intro	Intro	
	Minutes Approval (2/28/23 Work Session; 3/7/23 Council Meeting)	Heidi Leatherwood	Consent	
	Consideration of 2022 Consolidated CDBG and HOME Program Annual Performance Report	Ben Snow	Consent	
	Consideration of a Resolution Approving Renewal of the Water Services Agreement with City of Evans	Sean Chambers	Consent	
	Consideration of a Resolution - IGA w/CDOT for Comprehensive Signal Timing Project	Paul Trombino/Will Jones	Consent	
	PH & 2nd Rdg Ord - Metropolitan District Code Updates	Becky Safarik	Regular	
	PH and Consideration of a Resolution - Increase 2023 CDBG and HOME Program budgets	Ben Snow	Regular	
	PH & 2nd Rdg Ord - 2023 Additional Appropriation	John Karner	Regular	
	Executive Session - IAFF negotiations	Noel Mink/Doug Marek		
	Executive Session - Council Performance Review Processes (re Municipal Judge)	Noel Mink		
	Executive Session - Municipal Judge Performance Review	Noel Mink		
Boards & Commissions Appointments	Heidi Leatherwood	Regular		
March 28, 2023 Council Work Session	Cancelled			
April 04, 2023 Council Meeting	Proclamation - Arbor Day	Mayor	Intro	
	Proclamation - Sexual Assault Awareness Month	Mayor	Intro	
	Minutes Approval (3/14/23 Work Session; 3/21/23 Council Meeting)	Heidi Leatherwood	Consent	
	Intro & 1st Rdg Ord - Cisneros Rezoning	Becky Safarik	Consent	
	Intro & 1st Rdg Ord - 10800 Hwy 257 Spur Rezoning	Becky Safarik	Consent	
	Intro & 1st Rdg Ord - DDA TIF Extension	Becky Safarik	Consent	
	Consideration of a Resolution - National Mayor's Challenge for Water Conservation	Sean Chambers	Consent	
	Executive Session - Council Performance Review Processes (re City Attorney)	Noel Mink/Doug Marek		
	April 11, 2023 Council Work Session	DDA TIF Extension	Becky Safarik	
		ARPA Update	John Karner	
Legislative Review		Staycie Coons		
Executive Session - City Attorney Performance Review		Noel Mink		

Greeley City Council

Status Report of Council Initiatives

Initiative No.	Council Member Initiating	Council Request	Council Meeting or Work Session Date Requested	Status or Disposition (After completion, item is shown one time as completed and then removed.)	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	Councilmember Olson will be following up with Manager Lee and Director Trombino on next steps	Pending outcome of federal grant application submitted	Report to Council early 2023	Paul Trombino
09-2022	Butler	Review traffic and safety surrounding 15 acre open area between 71st Avenue and 8th Street	June 7, 2022 Council Meeting	Requested that Public Works review the traffic and to improve safety in this congested area.	Additional signage installed for traffic and parking. Staff worked with School District, builder and GPD to ensure road is passable for school buses. GPD will focus enforcement times to ensure compliance with posted speed limit. Staff developing neighborhood safety improvement options and working with School District on transportation issues to improve coordination and support related to safety and infrastructure around school sites.	Anticipate providing report to Council on Improvements in early 2023	Paul Trombino
10-2022	Butler	Review costs and strategies to live stream Planning Commission and Water Board meetings for public and Councilmembers	June 7, 2022 Council Meeting	Asked staff to investigate the cost of live streaming Planning Commission and Water and Sewer Board meetings and return to Council with findings	Additional technology costs ~ \$15,000. Parts are backordered, eta approx. mid-January. Anticipate additional operation costs to include 1 add'l staff at each B&C meeting to accommodate hybrid meeting. Assessing costs related to staffing, overtime expenses or other flexible staff options. Some testing has occurred for broadcasting of meetings. Additional equipment testing will be done once equipment is received. Staff will identify long-term operational impacts at that time.	Anticipated report to Council 1st Qtr 2023	Kelli Johnson
16-2022	Clark	Concerns over the increase in incidents and safety in the tunnel under Hwy 34 in the Hillside/Farr Park neighborhood	November 1, 2022 Council Meeting	Requested staff study implementing a closure of the tunnel entrance between the hours of 10:00 PM and 7:00 AM over safety concerns	Neighborhood meeting scheduled for 1/25/23 5:30 - 7:00 pm at Jackson Elementary.	Report to Council between 3/25/23 and 5/31/23	Paul Trombino/Becky Safarik
17-2022	DeBoutez	Expressed concern about neighborhood issues, i.e. speeding and noise violations. Expressed concern about growing number of Air BNB's in neighborhoods and additional nuisances from those rentals	November 15, 2022 Council Meeting February 21, 2023 Council Meeting	Requested GPD and PW research technologies available for traffic calming, speed/red light cameras and decibel measuring devices to improve safety, wellbeing and quality of life in Greeley. Requested staff also research effects of Air BNB rentals on neighborhood nuisance problems. Add this research to current PW/GPD report on adding technology tools to combat neighborhood issues.	CMO recommendation - Do we invest in additional technology tools and structure to combat neighborhood issues? PW/GPD provide report on technologies available, cost of such technology, and how different technologies are used in other communities and the results of implementing such technology.	Work Session report/CMO recommendation on neighborhood issues and technological options	Adam Turk/Paul Trombino
01-2023	Butler	Costs and feasibility study of translation services for agendas and meetings	January 3, 2023 Council Meeting	Request staff research the costs and feasibility of translating the agenda, agenda packet and live streamed meetings in other languages? Is Spanish the predominant language for translation or are other languages also appropriate?	CCO to work with C&E to gather statistical information for report.	Work Session Report	City Clerk's Office/Communication & Engagement
02-2023	Hall	Letter received from Governor Polis regarding proposed land use legislation	January 24, 2023 Council Work Session	Request Staycie Coons work with CAO to draft letter of response to Governor Polis on proposed legislation regarding housing matters in Colorado	CAO to work with Staycie Coons in CMO to draft letter	CMO report to Council	CMO/CAO

Item No. 7.

03-2023	Butler	Limits on individual campaign contributions	February 7, 2023 Council Meeting	Research and gather information from other municipalities to determine if they have implemented campaign contribution limits and provide update of what the process would be to set limits for individual campaign contributions	CCO/CAO to come back to Council at a work session regarding the process	CCO/CAO report to Council	CCO/CAO
04-2023	Hall	Bridge over creek along the Poudre River Trail in Pumpkin Ridge area	March 7, 2023 Council Meeting	Would like a written report to Council regarding the history of the project and possibility of putting a wooden foot bridge across the trail and the timeline	Community Development	CD report to Council	CD
05-2023	Butler	History and status of food tax rebate program	March 7, 2023 Council Meeting	Requested staff provide information at a work session on the history of the Food Tax Rebate Program and the current status of the program	Finance	Work Session Report	Finance