



Remote Meeting Instructions for the June 9, 2020, City Council Worksession:

In order to comply with all health orders and guidelines, and the Governor's April 27, 2020, Safer-at-Home guidelines intended to stop the spread of the COVID-19 (Coronavirus), **no physical location, including the City Council Chambers, will be set up for viewing or participating in this Worksession. Because this is a Worksession, no public input will be accepted in any format, written or otherwise.**

The **only** way to view this Worksession is to follow the instructions below to watch the YouTube live stream.

- From your laptop or computer, click the following link or enter it manually into your Web Browser: (www.youtube.com/CityofGreeley)
- Clicking the link above will take you to the City of Greeley's YouTube Channel.
- Once there, you will be able to view the Worksession!

Please contact the City Clerk's Office with any questions you might have at 970-350-9740. Thank you!



Mayor
John Gates

Councilmembers

Tommy Butler
Ward I

Brett Payton
Ward II

Michael Fitzsimmons
Ward III

Dale Hall
Ward IV

Kristin Zasada
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 Worksession Agenda

June 09, 2020 at 6:00 PM (Immediately Following Special Council Meeting)

This meeting will be conducted remotely. (See instructions on previous page to view the YouTube live stream.)

- [1.](#) Call to Order
- [2.](#) Pledge of Allegiance
- [3.](#) Roll Call
- [4.](#) Reports from Mayor and Councilmembers
- [5.](#) Water & Sewer Board Interviews
Cheryl Aragon, Interim City Clerk
- [6.](#) COVID-19 Update
Roy Otto, City Manager
- [7.](#) Fiscal Years 2020 and 2021 – Status and Overview
Robert Miller, Interim Finance Director
- [8.](#) Scheduling of Meetings, Other Events
Roy Otto, City Manager
- [9.](#) Executive Session for the Purposes of Providing Advice to Negotiators and to Receive Advice from Legal Counsel Regarding a Matter Related to Potential Acquisition of Water Storage
Sean Chambers, Water & Sewer Director
- [10.](#) Adjournment

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 1

Title:

Call to Order

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 2

Title:

Pledge of Allegiance

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 3

Title:

Roll Call:

1. Mayor Gates
2. Councilmember Butler
3. Councilmember Payton
4. Councilmember Hall
5. Councilmember Fitzsimmons
6. Councilmember Clark
7. Councilmember Zasada

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 4

Title:

Reports from Mayor and Councilmembers

Background:

This Council Reports item has traditionally appeared on Council's regular meeting agenda; however, Council expressed a desire, at its February Council Retreat, to move it to Council's Worksession meeting agendas to allow for better opportunity to report on activities of the committees/boards to which they have been assigned and to seek feedback and input on various committee/board initiatives and actions. 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 Worksession.

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	Butler
Historic Preservation Loan Committee	As Needed	Zasada
Police Pension Board	Quarterly	Clark
Employee Health Board	As Needed	Fitzsimmons
Airport Authority	3 rd Thur, 3:30 pm	Payton/Clark
Visit Greeley	3 rd Wed, 7:30 am	Fitzsimmons
Upstate Colorado Economic Development	Last Wed, 7:00 am	Gates/Hall
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	Hall
Downtown Development Authority	3 rd Thur, 7:30 am	Butler/Zasada
Transportation/Air Quality MPO	1 st Thur, 6:00 pm	Payton/Gates
Poudre River Trail	1 st Thur, 7:00 am	Hall
Interstate 25 Coalition	As Needed	Gates
Highway 85 Coalition	As Needed	Gates
Highway 34 Coalition	As Needed	Payton
CML Policy Committee (Council or Staff)	As Needed	Payton/Otto Gates alternate
CML Executive Board opportunity	As Needed	Hall
CML - Other opportunities	As Available/Desired	

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 5

Cheryl Aragon, Interim City Clerk, 970-350-9743

Title:

Water & Sewer Board Interviews

Background:

The Water & Sewer Board has a seat with a term that is set to expire at the end of June 2020. Applications for this position were accepted through June 1, 2020. Council will vote to appoint this position along with other Boards & Commissions positions at the June 16, 2020, Council meeting.

Decision Options:

To conduct interviews

Attachments:

Water & Sewer Board Applications

Jerry Harvey

From: [REDACTED]
Sent: Thursday, June 27, 2019 11:58 AM
To: Aubrey Roark; Jerry Harvey
Subject: [EXTERNAL] B&C Application | Andrew Clark

Name

Andrew Clark

Phone

[REDACTED]

Email

[REDACTED]

Home Address

[REDACTED]
[REDACTED]
[REDACTED]

Are you a resident of Greeley?

Yes

Occupation

Research Associate

Employer

Corteva Agriscience

How did you hear about Greeley Boards and Commissions?

Online Openings

Board or Commission Information

Select a choice. If you would like to apply for more than one commission, you will have to submit additional applications.

Water and Sewer Board

Application Type

I currently serve on a City of Greeley Board or Commission

No

Applicant Information

Please explain why you are seeking appointment to the board or commission

I recently sold a portion of privately held water with the New Cache La Poudre Irrigating Company. Water is a precious commodity that Greeley is very fortunate to have. I would like to be a part of the stewardship of this public entity.

Please list any previous service on Greeley's Boards and Commissions, along with any training, experience, education, or skills that you believe enhance your ability to serve on the Board or Commission

I joined the Air Quality Commission Board in 2009. It was disbanded in 2010. I have over 25 years of agricultural management experience. I have been employed as a research associate with Pioneer Hi-Bred for ten years testing thousands of corn, soybean and sorghum entries.

Demographics

Race or Ethnicity

White

Gender

Male

Submission

Full Name

Andrew Clark

Date

06/27/2019

CAUTION: This email is from an external source. Ensure you trust this sender before clicking on any links or attachments.

From: [REDACTED]
To: [Aubrey Roark](#); [Jerry Harvey](#)
Subject: [EXTERNAL] B&C Application | Joseph Murphy
Date: Tuesday, May 12, 2020 9:44:34 AM

Name

Joseph Murphy

Phone

[REDACTED]

Email

[REDACTED]

Home Address

[REDACTED]

Greeley Residency



I understand this City Council policy.

While Greeley residency is not required, preference is given to applicants that are Greeley residents during the application and appointment process. Please affirm below that you understand this City Council policy

Occupation

Realtor

Employer

CLP Realty LLC

How did you hear about Greeley Boards and Commissions?

Currently a member of the Water and Sewer Board

Board or Commission Information

Select a choice. If you would like to apply for more than one commission, you will have to submit additional applications.

Water and Sewer Board

Application Type

Application Type

I am applying to be reappointed to the same Board or Commission

I currently serve on a City of Greeley Board or Commission

Yes

Board or Commission I currently serve on

- Water and Sewer Board

Applicant Information

If you have previously served on a board or commission, please select it below

- Golf Board
- Water and Sewer Board

Please explain why you are seeking appointment to the board or commission

Having served on the Water and Sewer board for 10 years I would like to continue to use my experience and expertise to help further the development Greeley's water and sewer resources for the future benefit of the citizens of Greeley.

Please list any previous service on Greeley's Boards and Commissions, along with any training, experience, education, or skills that you believe enhance your ability to serve on the Board or Commission

10 years experience on the water and sewer board, civil engineering degree, 5 years in the Army Corps of Engineers, construction management experience, MBA, management of organizations of up to 250 personnel.

Demographics

Race or Ethnicity

White

Gender

Male

Submission

Full Name

Joseph W Murphy

Date

05/12/2020

CAUTION: This email is from an **external** source. Ensure you trust this sender before clicking on any links or attachments.

Jerry Harvey

From: [REDACTED]
Sent: Wednesday, February 12, 2020 11:05 AM
To: Aubrey Roark; Jerry Harvey
Subject: [EXTERNAL] B&C Application | Sean Short

Name

Sean Short

Phone

[REDACTED]

Email

[REDACTED]

Home Address

[REDACTED]
[REDACTED]
[REDACTED]

Greeley Residency



I understand this City Council policy.

While Greeley residency is not required, preference is given to applicants that are Greeley residents during the application and appointment process. Please affirm below that you understand this City Council policy

Occupation

Applications Engineer

Employer

Karcher NA

How did you hear about Greeley Boards and Commissions?

I live in Greeley and am a member of the Weld Extension Advisory Council

Board or Commission Information

Select a choice. If you would like to apply for more than one commission, you will have to submit additional applications.

Water and Sewer Board

Application Type

I currently serve on a City of Greeley Board or Commission

No

Applicant Information

Please explain why you are seeking appointment to the board or commission

I am an active member of my community, I have a decade of experience with water treatment, and I am passionate about the maintenance and improvement of our water infrastructure.

Please list any previous service on Greeley's Boards and Commissions, along with any training, experience, education, or skills that you believe enhance your ability to serve on the Board or Commission

I currently manage a water treatment product line called Water Maze (part of Karcher N.A. Inc.) and I have experience in wet chemistry, biochemistry, and molecular biology labs, as well as technical skills involved in aquaponics, plant science, water treatment, and quality management.

Currently pursuing an online MS in Engineering at Johns Hopkins.

[REDACTED]

Demographics

Race or Ethnicity

Prefer not to say

Gender

Male

Submission

Full Name

Sean Short

Date

02/12/2020

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Worksession Agenda Summary

June 9, 2020

Agenda Item Number 6

Roy Otto, City Manager, 970-350-9750

Title:

COVID-19 Update

Background:

There will be a brief update to Council regarding COVID-19.

Decision Options:

Informational only

Attachments:

None

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 7

Robert Miller, Interim Finance Director, 350-9735

Title:

Fiscal Years 2020 and 2021 – Status and Overview

Background:

Since mid-March of this year, the City of Greeley has been experiencing impacts from COVID-19. These impacts have affected many important components of the City organization including revenues, service levels and operations. While most services have remained accessible since that time, a number of services and programs have been impacted by governmental orders and revenue shortfalls. The City staff has been and continues to monitor the fluid conditions and impacts in an effort to assess the demand, revenue impacts, and plan service delivery accordingly.

As a part of that process, the Finance Department will provide a presentation to the City Council outlining the assumptions for and modifications to the current Fiscal Year 2020 budget. In addition, as the Finance Department prepares for the Fiscal Year 2021 budget development, the presentation will also include a review of the assumptions, service levels and strategic levers planned for use in developing and balancing the Fiscal Year 2021 City Manager's Recommended Budget.

As the City prepares to implement and close out the Fiscal Year 2020 budget and develop the Fiscal Year 2021 City Manager's Recommended Budget, the unstable economic environment will pose challenges. This discussion with Council will assist in ensuring alignment on assumptions and approaches moving forward.

Decision Options:

N/A

Attachments:

PowerPoint

Fiscal Years 2020 & 2021 – Status and Overview

June 9, 2020



2020 – 2021

Assumptions & Modifications

- July 2020: Adjustments to 2020 Based Upon Actuals, Forecasts, & Allocation of Resources
- Proposed Parameters for Modifying the 2020 Budget & Developing the 2021 Budget
 - Service Level Adjustments – Adjusting to A, B, & C Scenarios
 - Allocation of +\$40 Million in Available Funds to Balance 2020-2021
- 2021 Budget Recommendations to Council with Department Presentations
 - Budget Presentations Starting in August
 - Revisions to Budgets from Additional Economic Data & Actual Collections
 - Currently a Moving Target – Creating a Starting Point



Service Levels – Strategic Levers

2021 Budget Development & Balancing

- Goal: Developing Long-Term Sustainable Service Levels with Uncertain Resources
- Scaling Services to Meet Demand/Resources (Up and Down)
 - Permitting, Inspections, & Plan Review – General Fund Reductions up to \$1.2 million
 - Capital & Enterprise Project Funding – Reductions up to \$50 Million
 - Enterprise/Internal Functions – General Fund Reductions up to \$1 Million
- Reduced/Modified Services – Mandated Limitations & Desired Subsidy
 - Culture/Parks/Recreation – up to \$10 million in reductions
- Possible Deferment of Activities – Reduction up to \$2 Million
- Investment in Strategic Improvements – Increases up to \$2 Million



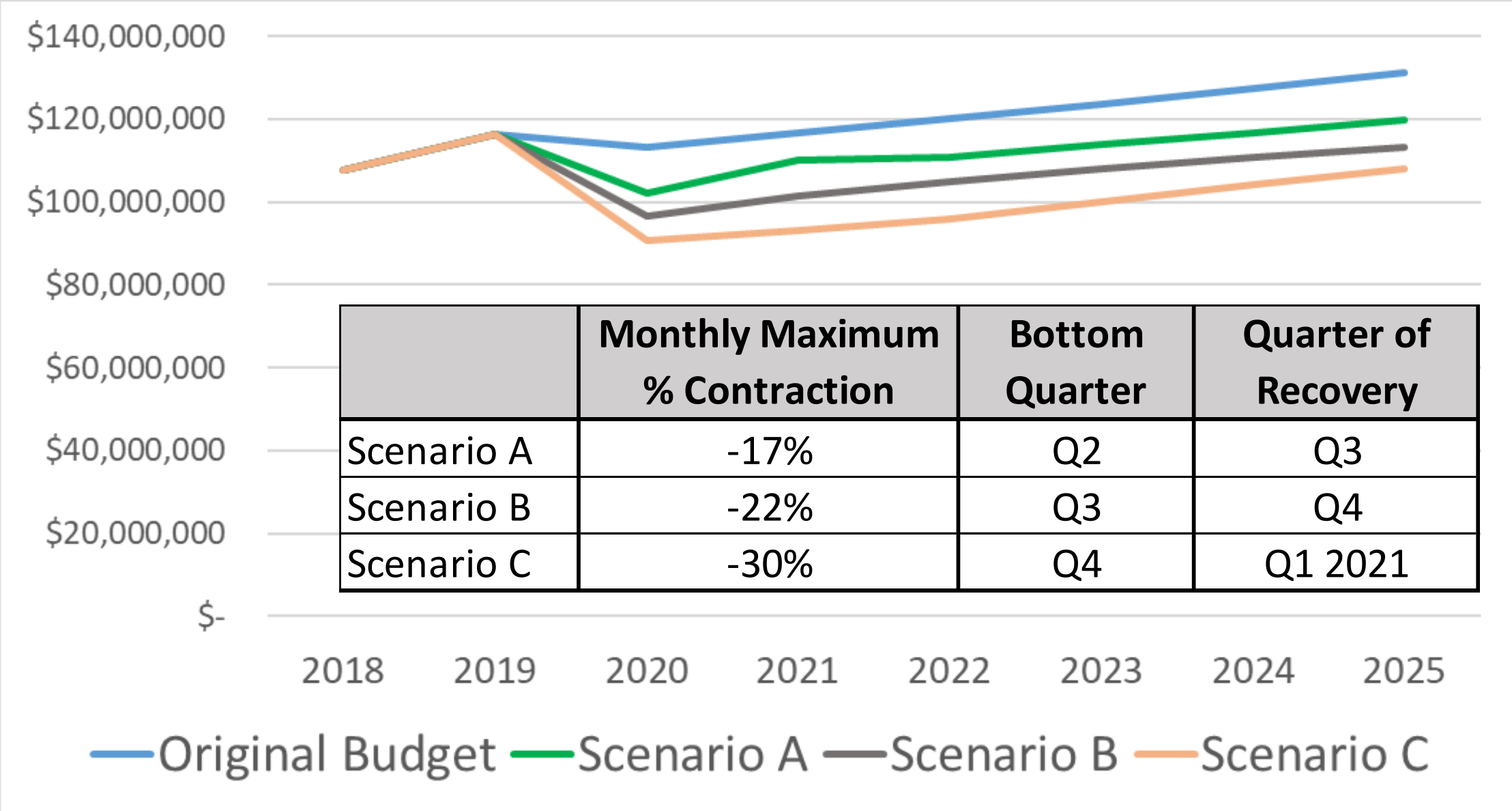
Service Levels – Strategic Levers

Examples of Challenges – Subsidy/Reserves

- Opening of Pools, UCCC Events, Recreation Center, Ice Haus, etc.
 - Limited Number of Participants
 - Significant Reduction in Direct Revenues While Operating Costs Remain High
 - Need to Identify Desired/Sustainable Level of Investment/Subsidy in Services
- City Savings Available to Cover Short-Term Shortfalls– Not the Long-Term
 - Need to Balance Additional Costs to Operate with Sustainable Resources
 - Should Not be Used for Ongoing Increases:
 - Pay Increases, Inflationary Costs, or Service Level Increases



Long-Term General Fund Resources



Balancing the Budget: 2020 & 2021

Option(s):

Use up to 63% or average \$10 Million/Year of Reserves & Maintain 2 Month Reserve for Emergency

Options	2020	2021	Reserve	Total
Carryover	\$ 8,000,000	\$ 2,193,456	\$ -	\$ 10,193,456
Additional GF Reserves	-	1,403,698	-	1,403,698
Remaining GF Reserves (Over 2 Months Operating)	-	-	18,180,082	18,180,082
GF Funded Projects	1,225,000	1,500,000	2,475,000	5,200,000
Worker's Comp (Reduce Contributions or Redistribute)	500,000	1,500,000	1,500,000	3,500,000
Fire Equipment (Go back to Leases)		1,000,000	1,000,000	2,000,000
Health Fund (Reduce GF contributions)	500,000	500,000	1,000,000	2,000,000
Fleet Funds		1,000,000	1,000,000	2,000,000
IT Funds (Virtual Investment)	500,000		500,000	1,000,000
Cemetery Endowment (Ability for an Internal Loan)		1,000,000	1,000,000	2,000,000
Conservation Trust Fund Balance			500,000	500,000
Total	\$ 10,725,000	\$ 10,097,154	\$ 27,155,082	\$ 47,977,236

Preliminary May Financial Numbers

- Sales Tax Reductions – as expected significant reduction due to closures
- Use Tax Reductions – same trends as before
 - Project rebound of auto sales in coming months
- Lodging Tax Above Projections – but considerably lower
- Food Tax Above Budget – transition from dining out to groceries
- Utility's Rate Revenue Following Expectations – summer months are key

- Anticipated Following Scenario A or Slightly Worse Than A, Due to Length of Closures in May
- Additional one time CARES Act Funding Could Reduce Shortfall
- Greeley Still Performing Above Colorado State Averages



Worksession Agenda Summary

June 9, 2020

Agenda Item Number 8

Roy Otto, City Manager, 970-350-9750

Title:

Scheduling of Meetings, Other Events

Background:

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

Attachments:

Council Meetings/Other Events Calendar

Council Meeting/Worksession Schedule

Status Report of Council Initiatives and Related Information

June 8, 2020 - June 14, 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

<p>Monday, June 8</p>	<p>Tuesday, June 9</p> <p>6:00pm - 9:00pm City Council Worksession (https://zoom.us/j/332065143) - Jessica Diagana</p>
<p>Wednesday, June 10</p>	<p>Thursday, June 11</p>
<p>Friday, June 12</p> <p>4:00pm - 5:30pm COVID-19 Update (https://greeleygov.zoom.us/j/588773488) - Jessica Diagana</p>	<p>Saturday, June 13</p> <hr/> <p>Sunday, June 14</p>

June 15, 2020 - June 21, 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Monday, June 15

Tuesday, June 16

6:00pm - 9:00pm Canceled: City Council Meeting
(<https://zoom.us/j/608289460>) - Jessica Diagana

Wednesday, June 17

7:30am - 8:30am Visit Greeley (Gates)

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

Thursday, June 18

7:30am - 8:30am DDA (Zasada/Butler)

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

Friday, June 19

4:00pm - 5:30pm COVID-19 Update
(<https://greeleygov.zoom.us/j/588773488>) - Jessica Diagana

Saturday, June 20

Sunday, June 21

June 22, 2020 - June 28, 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Monday, June 22

11:30am - 12:30pm Greeley Chamber of Commerce (Hall)

6:00pm - 7:00pm Youth Commission (Butler)

Tuesday, June 23

12:00am RSVP Required: 98th Colorado Municipal League Annual Virtual Conference (Westminster) - Council Master Calendar

6:00pm - 9:00pm City Council Worksession
(<https://zoom.us/j/508162666>) - Jessica Diagana

Wednesday, June 24

← RSVP Required: 98th Colorado Municipal League Annual Virtual Conference (Westminster) - Council Master Calendar

7:00am - 8:00am Upstate Colorado Economic Development (Gates/Hall) (Upstate Colorado Conference Room) - Council Master Calendar

Thursday, June 25

← RSVP Required: 98th Colorado Municipal League Annual Virtual Conference (Westminster) - Council Master Calendar

Friday, June 26

← 12:00am RSVP Required: 98th Colorado Municipal League Annual Virtual Conference (Westminster) - Council Master Calendar

4:00pm - 5:30pm COVID-19 Update
(<https://greeleygov.zoom.us/j/588773488>) - Jessica Diagana

Saturday, June 27

Sunday, June 28

June 29, 2020 - July 5, 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Monday, June 29

Tuesday, June 30

Wednesday, July 1

Thursday, July 2

- 7:00am - Poudre River Trail (Hall)
- 3:30pm - IG Adv. Board (Butler)
- 6:00pm - MPO (Gates/Payton)

Friday, July 3

- 4:00pm - 5:30pm COVID-19 Update
(<https://greeleygov.zoom.us/j/588773488>) - Jessica Diagona

Saturday, July 4

Sunday, July 5

July 6, 2020 - July 12, 2020

July 2020							August 2020						
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	31					

Monday, July 6

Tuesday, July 7

6:00pm - 9:00pm Canceled: City Council Meeting
(<https://zoom.us/j/769054687>) - Jessica Diagana

Wednesday, July 8

Thursday, July 9

Friday, July 10

4:00pm - 5:30pm COVID-19 Update
(<https://greeleygov.zoom.us/j/588773488>) - Jessica Diagana

Saturday, July 11

Sunday, July 12

City Council Meeting Scheduling

Current as of 6/05/2020

This schedule is subject to change

Date	Description	Sponsor	Placement/Time
June 16, 2020 Council Meeting	Resolution - Increasing Membership of Housing Authority to 9 Members	Ben Snow	Consent
	School Land Dedication Fee-in-Lieu IGA with Eaton RE-2 School District	Brad Mueller	Consent
	School Land Dedication Fee-in-Lieu IGA with Windsor RE-4 School District	Brad Mueller	Consent
	School Land Dedication Fee-in-Lieu IGA with Greeley-Evans District 6 School District	Brad Mueller	Consent
	COVID-19 Update (non-action)	Roy Otto	Regular
	Ordinance - Final - Second Additional Appropriation	Robert Miller	Regular
	Ordinance - Final - Crosier's Corner Rezone	Brad Mueller	Regular
	Strategic Housing Plan Progress/Update (non-action)	Ben Snow	Regular
	Comprehensive Annual Finance Report (non-action)	Robert Miller	Regular
June 23, 2020 Worksession Meeting	COVID-19 Update	Roy Otto	0.25
	Municipal Code Recodification - Review of Changes	Cheryl Aragon	0.75
	CPRD Cost Recovery Study Overview	Andy McRoberts	0.50
	Tax Renewal Polling Results	Paul Fetherston	1.00

Greeley City Council

Status Report of Council Initiatives

Council Request	Council Meeting, Worksession, or Committee Meeting Date Requested	Status or Disposition (After completion, item is shown one time as completed and then removed.)	Assigned to:
None			

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 9

Sean Chambers, Water & Sewer Director, 970-350-9815

Title:

Executive Session for the Purposes of Providing Advice to Negotiators and to Receive Advice from Legal Counsel Regarding a Matter Related to Potential Acquisition of Water Storage

Background:

The Water & Sewer Dept. has a key role in the development and maintenance of infrastructure that contributes to public health, economic sustainability, and a well-planned livable community. As such, its staff is responsible for long-range water supply and storage planning and acquisition. The Water & Sewer Department has requested consideration of a motion for executive session for the purpose of receiving legal advice and providing advice to negotiators related to the potential acquisition of water storage.

Decision Options:

A motion that the City Council go into an Executive Session to discuss the following matter as provided under C.R.S. 24-6-402(4) (e)(1) and C.R.S. 24-6-402(4)(b); and Greeley Municipal Code 2.04.020(a)(5) and Greeley Municipal Code 2.04.020(a)(2):

For the purpose of giving instructions to negotiators and to receive legal advice from their attorney regarding potential acquisition of water storage.

Attachments:

None

Worksession Agenda Summary

June 9, 2020

Agenda Item Number 10

Title:

Adjournment