



**Remote Meeting Instructions for the June 2, 2020, City Council Meeting:**

In order to comply with all health orders 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 Council Meeting.**

The **only** way to view this Council Meeting 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](http://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 meeting!

**Citizen input and public comment for items appearing on this agenda as public hearings is valuable and welcome!**

**Anyone interested in sharing public comments during public hearings or citizen input for items not already listed on the agenda have a couple of options:**

**Via email? – Submit to [cityclerks@greeleygov.com](mailto:cityclerks@greeleygov.com)**

*All comments submitted this way will be read into the record at the appropriate points during this meeting in real time. Comments can be submitted up to and throughout this meeting.*

**Via traditional Mail? - Address to the Greeley City Clerk's Office, 1000 10<sup>th</sup> Street, Greeley, CO 80631**

*All written comments must be received no later than Tuesday, June 2, 2020. Again, written comments received by mail will also be read into the record in real time.*

**In person in real time? – Email [cityclerks@greeleygov.com](mailto:cityclerks@greeleygov.com)**

*The City Clerk's Office will provide you with the Zoom credentials needed to share your comments/concerns directly with Council during a public hearing or under the Citizen Input item.*

Please visit the City's website at <https://greeleygov.com/government/council> to view and download the contents of the June 2, 2020 City Council Meeting. You are also welcome to call the City Clerk's Office at 970-350-9740 with any special needs or questions that you may have.

# City Council Agenda



**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.

**June 02, 2020 at 6:00 PM**

**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.](#) Recognitions and Proclamations
- [5.](#) Citizen Input
- [6.](#) Approval of the Agenda
- [7.](#) Reports from Mayor and Councilmembers
- [8.](#) Initiatives from Mayor and Councilmembers

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### **Consent Agenda**

The Consent Agenda is a meeting management tool to allow the City Council to handle several routine items with one action.

Council or staff may request an item be “pulled” off the Consent Agenda and considered separately under the next agenda item in the order they were listed.

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- [9.](#) Acceptance of the Report of the May 12, 2020, City Council Worksession
- [10.](#) Acceptance of the Report of the May 15, 2020, Council Briefing: COVID-19 Update
- [11.](#) Approval of the City Council Proceedings of May 19, 2020
- [12.](#) Introduction and first reading of an ordinance appropriating additional sums to defray the expenses and liabilities of the City of Greeley for the balance of the fiscal year of 2020 and for funds held in reserve for encumbrances at December 31, 2019
- [13.](#) Introduction and first reading of an ordinance changing the official zoning map of the City of Greeley, Colorado, from PUD (Planned Unit Development) to R-M (Residential Medium Density) zoning for 12.12 acres of property located north of 4th Street, east of 59th Avenue, and west of 57th Avenue, known as the Cottages at Kelly Farm Crosier's Corner Rezone

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## End of Consent Agenda

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- [14.](#) Pulled Consent Agenda Items
- [15.](#) COVID-19 Update
- [16.](#) Consideration of a resolution of the City Council of the City of Greeley, Colorado, extending the City of Greeley Local Disaster Declaration of March 16, 2020 (updated on April 21, 2020) related to COVID-19
- [17.](#) Consideration of a Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Action Plan, including Amendment 1 to the Citizen Participation Plan, specific to CARES Act Funding
- [18.](#) Strategic Housing Plan Progress/Update
- [19.](#) Presentation of Water History Book; *Confluence, The Story of Greeley Water*
- [20.](#) Scheduling of Meetings, Other Events
- [21.](#) 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
- [22.](#) Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements and ordinances
- [23.](#) Adjournment

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 1**

### Title

Call to Order

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 2**

### Title

Pledge of Allegiance

# Council Agenda Summary

June 2, 2020

## Agenda Item Number 3

### Title

Roll Call

### Summary

Mayor Gates

Councilmember Butler

Councilmember Payton

Councilmember Hall

Councilmember Fitzsimmons

Councilmember Clark

Councilmember Zasada

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 4**

### Title

Recognitions and Proclamations

### Summary

Councilmember Zasada will present the What's Great about Greeley Report.

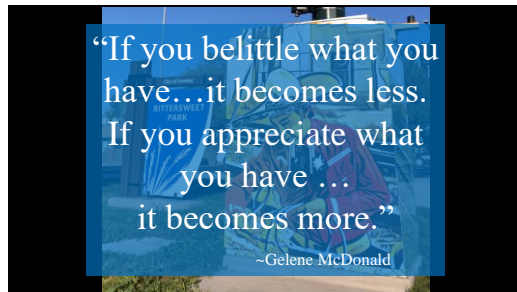
### Attachments

June 2, 2020 What's Great about Greeley Report

Slide 1



Slide 2



**At each Council Meeting, we recognize the people, organizations and businesses that make Greeley Great.**

Tonight it's my turn to announce the recognitions. I'll start with a quote, "If you belittle what you have, it becomes less. If you appreciate what you have, it becomes more." With these announcements we are appreciating the good work of our residents, showing support for their efforts, and encouraging everyone to share the word that Greeley is Great.



Slide 3



The Colorado Model Railroad Museum recently received a Union Pacific Railroad Community Ties Giving Program grant! The \$7500 grant will support the STEAM Kids Virtual Classroom and help the railroad museum continue to provide engaging STEM education programming.

Slide 4



Congratulations to 1310 KFKA for receiving an Award of Excellence from the Colorado Broadcasters Association for Best News/Talk Show Host or Team – The Hull Show and a Certificate of Merit in Best Sports Coverage. KUNC radio also received Awards of Excellence in Best News Feature and Best News Coverage of a Single Event.

Slide 5



And that's What's Great about Greeley.

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 5**

### Title

Citizen Input

### Summary

During this 15 minute portion of the meeting, anyone may address the Council on any item of City Business appropriate for Council consideration that is not already listed on this evening's agenda. Individual comments read into the record will be limited to 3 minutes and must include the name and address of the person submitting the comments for the record.

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 6**

### Title

Approval of the Agenda

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 7**

### Title

Reports from Mayor and Councilmembers

### Summary

During this portion of the meeting any Councilmember may offer announcements or reports on recent events and happenings. These reports should be a summary of the Councilmember's attendance at assigned board/commission meetings and should include key highlights and points that may require additional decision and discussion by the full Council at a future time.

# Council Agenda Summary

June 2, 2020

## Agenda Item Number 8

### Title

Initiatives from Mayor and Councilmembers

### Summary

During this portion of the meeting any Councilmember may bring before the Council any business that the member feels should be deliberated upon by the Council. These matters need not be specifically listed on the Agenda, but formal action on such matters shall be deferred until a subsequent Council meeting.

Initiatives will generally fall into three categories:

- 1) A policy item for Council deliberation and direction for a future Worksession, Committee meeting, or regular/special Council meeting;
- 2) A request to the City Manager for information or research;
- 3) A request involving administrative processes or procedures.

At the close of this portion of the meeting, the Mayor will confirm Council's consensus that the individual requests be pursued.

### Attachments

Status Report of Council Initiatives and Related Information

## Greeley City Council

### Status Report of Council Initiatives

<b>Council Request</b>	<b>Council Meeting, Worksession, or Committee Meeting Date Requested</b>	<b>Status or Disposition</b> (After completion, item is shown one time as completed and then removed.)	<b>Assigned to:</b>
Councilmember Butler Initiative requested that staff work on and report out options and possibilities for local businesses to be able to set up and serve beyond existing boundaries of their establishments including sidewalks, alleyways, streets, etc. He spoke of the desire of Downtown businesses to be able to close off 8 <sup>th</sup> and 9 <sup>th</sup> Street Plazas and the area adjacent to Lincoln Park Downtown in order to do that.	May 19, 2020	Council will be briefed regarding the City's efforts to respond to this initiative during the May 22 <sup>nd</sup> Council Briefing.	Cheryl Aragon

# Consent Agenda

June 2, 2020

The Consent Agenda is a meeting management tool to allow the City Council to handle several routine items with one action.

Once the Clerk has read each Consent Agenda item into the record, along with Council's recommended action, Council or staff may request the item be "pulled" off the Consent Agenda and considered separately under the next agenda item in the order they were listed.

*The Consent Agenda includes Items No. 9 through 13 and their recommended actions.*

## *Council's Recommended Action*

To approve Items No. \_\_\_\_ through \_\_\_\_ or

To approve Items No. \_\_\_\_ through \_\_\_\_ with the exceptions of No.(s) \_\_\_\_

# Council Agenda Summary

April 7, 2020

## **Agenda Item Number 9**

Key Staff Contact: Cheryl Aragon, Interim City Clerk, 970-350-9743

### **Title:**

Acceptance of the Report of the May 12, 2020, City Council Worksession

### **Summary:**

A virtual City Council Worksession was held on May 12, 2020, via Zoom Meetings.

### **Decision Options:**

1. To accept the Report as presented; or
2. Amend the Report if amendments or corrections are needed, and accept as amended.

### **Council's Recommended Action:**

A motion to accept the Report as presented.

### **Attachments:**

May 12, 2020 Report



City of Greeley, Colorado  
**COUNCIL WORKSESSION REPORT**  
 May 12, 2020

**1. CALL TO ORDER**

Mayor John Gates opened the Worksession at 4:00 p.m. via a remote Zoom Meeting between City Staff and the City Council. It was live-streamed on the City of Greeley's YouTube Channel.

**2. PLEDGE OF ALLEGIANCE**

Mayor Gates led the Pledge of Allegiance to the American Flag.

**3. ROLL CALL**

Cheryl Aragon, Interim City Clerk, called the roll. Those remotely present were Mayor John Gates and Councilmembers Tommy Butler, Ed Clark, Michael Fitzsimmons, Dale Hall, Brett Payton, and Kristin Zasada.

**4. REPORTS FROM MAYOR AND COUNCILMEMBERS**

There were no Reports offered by the Mayor and Councilmembers.

**5. COVID-19 Update**

*COVID-19 Response*

Dan Frazen, Emergency Manager, provided Council with an update that included cases in Colorado and Weld County and shared numbers of those hospitalized, as well as casualties. He noted that Weld County cases increased as did fatalities from the previous day.

He shared that the personal isolation facility at Bonell opened and that cleaning and security were getting set up. The Salvation Army is providing food service, and ServePro is cleaning. University High School donated toilet paper for this facility.

He went on to advise that there will be a drive-up testing facility on the University of Northern Colorado Campus for three consecutive weekends.

He stated that the Governor is reviewing another 14 days of COVID-19 data to figure out next steps for Colorado, with new announcements coming on May 25<sup>th</sup>.

Daily trends were reviewed, as were daily death reports, percent increases, hospital positive cases still hospitalized, cumulative data and the number of first responders in quarantine.

In response to a question from Councilmember Zasada, Mr. Frazen advised that first responders are going into quarantine when they have a legitimate exposure or if they test positive.

Return to Work Plan

Roy Otto, City Manager, reviewed the triggers for reopening some City facilities and how those triggers impact service delivery. He stated that all of this is still in process and in review and that a plan to re-open will be reviewed along with service levels in June with the Council.

Becky Safarik, Assistant City Manager, reported that the intent is to share every Friday the key trends and thresholds about the most prudent way to return City employees to the work setting. She stated that staff is keeping track of state rules and regulations as it is important to be intentional and thoughtful about returning to work without risk to City staff.

Readiness standards looked at the percentage of quarantined first responders; number of Greeley residents testing positive as a percentage of the state total, local hospital capacity to treat patients, County COVID-19 death rate, and personal protective equipment supply.

Ms. Safarik stated that the City wants to re-open to the public with confidence and noted that all thresholds are measured with State markers of red, yellow, and green, with all green meaning City operations can be fully open to the public.

Paul Fetherston, Assistant City Manager, reported that a team has been working on a return-to-work plan and reviewed the four-phased approach being used.

Councilmember Payton stated that the data being received does not account for recoveries, so it is concerning that we are approaching a return to work in a very rigid way based on that data. He stated that because of that, he will be pushing for more explanation as to justifications for not providing services. That is the City's responsibility so Greeley needs to do what works in Greeley.

Ms. Safarik stated that staff has been focusing on the rate of change rather than the cumulative numbers, and Mr. Otto added that these are being used as guidance and adding in best judgement.

Councilmember Clark asked about opening basketball courts and skate parks, and Ms. Safarik advised that this is being looked at and that there would likely be a ten-person limit.

Councilmember Zasada inquired about the regularity with which Council will be getting Greeley numbers that meet the parameters outlined, and Ms. Safarik advised that Council will receive that information every Friday.

Discussion ensued about obtaining data by zip code, and Ms. Safarik advised that this information is not available at the current time.

Greeley Area Recovery Fund

Ben Snow, Economic Health and Housing Director, reported that there are 15 new applications for a total of 141. He added that 67 applications have been denied while 15 are pending additional information or further action.

He went on to state that the Foundation continues to meet and review applications and that the Chamber has stepped up its marketing efforts.

In response to a question from Councilmember Zasada about the feedback about this program from businesses, Mr. Snow shared that companies that have been successful in receiving PPP dollars are grateful and that in terms of the local recovery, businesses feel like this local money may not save the world, but it is buying them some time to piece together all resources to help them see the light at the end of the tunnel. Most businesses also feel grateful that the City of Greeley has followed all State Guidelines and protocols.

Councilmembers expressed a desire to continue with COVID-19 Briefings on Fridays, as well as during Tuesday Council Meetings and Worksessions.

## **6. SCHEDULING OF MEETINGS, OTHER EVENTS**

No additional meetings or events were scheduled.

Councilmember Clark moved, seconded by Councilmember Hall to move into Executive Session for the purpose of discussing matters as provided under C.R.S. 24-6-402(4)(e)(I) and Greeley Municipal Code 2.04.020(5), to determine positions, develop strategy, and instruct negotiators, regarding collective bargaining with Greeley Police Officers Association and Greeley Firefighters Union Local 888. The motion carried: 7-0

## **7. ADJOURNMENT**

There being no further business to come before the Council, Mayor Gates adjourned the meeting at 6:52 p.m. and moved into Executive Session for the purposes stated above. The Executive Session adjourned at 7:43 p.m.

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Cheryl Aragon, Interim City Clerk

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 10**

Key Staff Contact: Cheryl Aragon, Interim City Clerk, 970-350-9743

### Title:

Acceptance of the Report of the May 15, 2020, Council Briefing: COVID-19 Update

### Summary:

A virtual meeting of the City Council Briefing was held on May 15, 2020, via Zoom Meetings.

### Decision Options:

1. To accept the Report as presented; or
2. Amend the Report if amendments or corrections are needed, and accept as amended.

### Council's Recommended Action:

A motion to accept the Report as presented.

### Attachments:

May 15, 2020 Report

City of Greeley, Colorado  
**COUNCIL BRIEFING**  
 May 15, 2020

The Council Briefing began at 4:00 p.m. via a remote Zoom Meeting between City Staff and the City Council. It was live-streamed on the City of Greeley's YouTube Channel.

**1. CALL TO ORDER**

Mayor Gates called the Zoom Meeting to Order.

**2. PLEDGE OF ALLEGIANCE**

Mayor Gates led the Pledge of Allegiance to the American Flag.

**3. ROLL CALL**

Cheryl Aragon, Interim City Clerk, called the roll. Those virtually present were Mayor John Gates and Councilmembers Tommy Butler, Ed Clark, and Kristin Zasada. Councilmembers Hall and Fitzsimmons were excused.

**4. COVID-19 (CORONAVIRUS) PANDEMIC UPDATE**

*Pandemic Response Activities*

It was noted that a handout was provided and made part of the record.

Dan Frazen, Emergency Manager, reported that no numbers were available from the County, but provided State-wide numbers as well as numbers hospitalized and numbers at both North Colorado Medical Center and University of Colorado Health.

He spoke of the approval of the drug Remdesivir and President Trump's Warp Speed Initiative just announced.

Work continues with the Communications & Engagement Department to get more messaging out about testing options for the community.

Mr. Frazen went on to state that Weld County Public Health has shared deaths by zip code but not recovery data.

He states that the Facilities Team has obtained foggers to clean and disinfect as some City facilities slowly begin to reopen to the public.

Daily trends were reviewed, as were daily death reports, percent increases, hospital positive cases still hospitalized, cumulative data and the number of first responders in quarantine.

Councilmember Zasada asked that staff press the County about recovery numbers because that is important data to have. If they have it, the City should have it.

In response to a question from Councilmember Clark about testing sites in Greeley, Mr. Frazen advised that hospitals are doing a great job of testing so there is no need for additional testing sites throughout the community.

Councilmember Butler shared that his biggest concern is what the next wave looks like and asked what we should be looking for.

Mr. Frazen advised that the best trigger is hospital data, and he stressed that he is talking with them daily.

*Greeley Area Recovery Fund*

Ben Snow, Economic Health and Housing Director, reported that there are currently 150 applications pending review and that marketing of this program continues. He stated that about 15 applications per week have been coming in the last few weeks.

Councilmember Clark asked about ways that businesses can open up into alleys and sidewalks for extra space for service, and Becky Safarik, Assistant City Manager, advised that information about that was provided in the City Manager Snapshot to Council earlier in the day.

She went on to reference threshold indicators for reopening City facilities and reviewed charts noting that nothing is consistent enough to be able to build a trend.

She reviewed circumstances behind the numbers – JBS meat processing facility, assisted living facilities, and families living in close proximity to one another.

Ms. Safarik stated that Weld County Health can in fact provide zip code data and will be getting that weekly, which may help provide some more perspective that is being sought.

Councilmember Zasada inquired about communication and cooperation amongst the two hospitals, and Ms. Safarik confirmed that they are in good communication with one another to find ways to support each other.

Mayor Gates stated that the data he wants is based on the high number of deaths, so he inquired about the number of seniors who have perished and their ages which would provide a strong indicator of the level of threat in the community.

Ms. Safarik indicated that this information could be provided for the next Briefing.

Roy Otto, City Manager, stated this dialogue is great, and expressed pride in the way this Council has been sharing opinions, asking questions, and listening to one another.

The Council Briefing adjourned at 4:43 p.m.

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Cheryl Aragon, Interim City Clerk

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 11**

Key Staff Contact: Cheryl Aragon, Interim City Clerk, 350-9743

### **Title:**

Approval of the City Council Proceedings of May 19, 2020

### **Summary:**

A virtual meeting of the City Council was held on May 19, 2020, via Zoom Meetings.

### **Decision Options:**

1. To approve the proceedings as presented; or
2. Amend the proceedings if amendments or corrections are needed, and approve as amended.

### **Council's Recommended Action:**

A motion to approve the City Council proceedings as presented.

### **Attachments:**

May 19, 2020 Proceedings

City of Greeley, Colorado  
**CITY COUNCIL PROCEEDINGS**  
 May 19, 2020

**1. Call to Order**

Mayor John Gates called the remote meeting to order at 6:00 p.m. via Zoom Meetings.

**2. Pledge of Allegiance**

Mayor Gates led the Pledge of Allegiance to the American Flag.

**3. Roll Call**

Cheryl Aragon, Interim City Clerk, called the roll. Those virtually present were Mayor John Gates and Councilmembers Tommy Butler, Ed Clark, Michael Fitzsimmons, Dale Hall, Brett Payton and Kristin Zasada.

**4. Recognitions and Proclamations**

Councilmember Hall presented the What's Great About Greeley Report.

Mayor Gates read a Proclamation recognizing Historic Preservation Month.

**5. Citizen Input**

There was no Citizen Input offered through any of the advertised ways citizens can provide statements or comments to the City Council.

**6. Approval of Agenda**

The agenda was approved as presented.

**7. Reports from Mayor and Councilmembers**

Councilmember Zasada reported on the Downtown Development Authority Meeting she recently participated in along with Councilmember Butler. She stated that a Task Force has been set up to discuss if a separate COVID-19 relief just for Downtown businesses is needed, but it was determined that it will not be needed at this time as businesses are utilizing the Greeley Area Recovery Fund.

**8. Initiatives from Mayor and Councilmembers**

Councilmember Clark inquired about the Memorial Day video that he requested to honor Veterans, and Roy Otto, City Manager, stated that staff did take the Council direction and a video was created which will air through Memorial Day to honor veterans.

Councilmember Butler reported that in his talks with Downtown businesses, there is a need to be able to use patios, streets, etc., so that businesses are ready to open when the announcement comes from the Governor.



Consensus was reached to have staff work on options for closing 8<sup>th</sup> and 9<sup>th</sup> Streets, areas near Lincoln Park, and Go Cup opportunities.

**\*\*\* Consent Agenda \*\*\***

**9. Acceptance of the Report of the April 28, 2020, Council Worksession**

The Council action recommended was to accept the Report.

**10. Acceptance of the Report of the May 1, 2020, Council Briefing: COVID-19 Update**

The Council action recommended was to accept the Report.

**11. Approval of the City Council Proceedings of May 5, 2020**

The Council action recommended was to approve the Proceedings.

**12. Acceptance of the Report of the May 8, 2020, Council Briefing: COVID-19 Update**

The Council action recommended was to accept the Report.

**13. Consideration of a resolution adopting amendments to City Council's Policies and Protocol**

The Council action recommended was to adopt the Resolution. **(Resolution No. 22, 2020)**

**14. Consideration of a resolution officially naming the neighborhood park at the Northridge Estates residential subdivision as Eagleview Park**

The Council action recommended was to adopt the Resolution. **(Resolution No. 23, 2020)**

**15. Consideration of a resolution officially naming the neighborhood park at the City Center West residential subdivision as Calabaza Park**

The Council action recommended was to adopt the Resolution. **(Resolution No. 24, 2020)**

**\*\*\* End of Consent Agenda \*\*\***

Councilmember Payton moved, seconded by Councilmember Zasada to approve the items on the Consent Agenda and their recommended actions. The motion carried: 7-0

**16. Pulled consent agenda items**

No items were pulled from the Consent Agenda.

**17. Consideration of a resolution authorizing the City Manager to provide business development incentives to Roche Constructors**

Ben Snow, Economic Health and Housing Director, reported that the Highpointe Business Park is an office and industrial business park located at the southeast corner of US Highway 34 and State Highway 257. Over the past decade, this business park has steadily added industrial users such as Nobel Energy, PepsiCo, Weld County Crime Lab, Flatiron Steel and Vantage Hemp among others.

He went on to state that Roche Constructors, developer of the Highpointe Business Park, is building the core and shell of a 25,463 square foot building called “Snow Owl” on one of its remaining undeveloped lots. Upon completion, Snow Owl will provide industrial flex space ranging from 3,000 square feet to 17,000 square feet, which can then be finished to suit each tenant’s individual needs. The total cost of the core and shell of Snow Owl will reach \$2,992,700. Roche Constructors is currently in good standing with the City of Greeley.

He reviewed the criteria required for consideration of this request pursuant to Greeley Municipal Code, Chapter 4.52.

Approval of this incentive would assist Roche Constructors with funding of this development through a sales and use tax rebate, a real property tax rebate, and deferral of development impact fees. Incremental repayment of these fees will increase cash flow for the developer.

Mr. Snow reviewed the impact to the City’s general fund and noted that there are no legal issues with this incentive, and recommended approval.

Councilmember Hall moved, seconded by Councilmember Zasada to adopt the resolution. The motion carried: 7-0 (**Resolution No. 25, 2020**)

## 18. COVID-19 Update

It was noted that a handout was provided and made part of the record.

Dan Frazen, Emergency Manager, reported on County and statewide numbers as well as numbers hospitalized and numbers at both North Colorado Medical Center and University of Colorado Health.

He shared cumulative data, but noted that it is one day behind.

With regard to recovery data, he stated that nothing is available yet, but that it will be coming.

He went on to review Weld County Public Health data by age and gender, current daily trends of cases, percentage of increase per day, Greeley cases, deaths reported by the County, hospital cases, and first responders in quarantine.

He went on to review cumulative data.

Councilmember Butler asked about testing and whether or not it includes antibody testing.

Mr. Frazen stated that it is the virus test only.

In response to a question from Councilmember Clark, Mr. Frazen confirmed that there has been no one using the personal isolation facility at Bonell.

Councilmember Zasada asked about the Ranch facility and the facility at Bonell.

Mr. Frazen stated that there is no local control of the Ranch facility, but if we surge we will be able to make use of that. The Bonell site is being discussed because it is not being used. There will be increased testing coming to the community, so need could still be there. They may scale back staffing, and they are keeping an eye on the City's investment.

Mr. Frazen reiterated that there is now a differentiation between people who die from COVID-19 or with COVID-19. Weld County will be reporting in the two categories.

Mayor Gates expressed frustration that recovery data is not available from the State of Colorado but can get it from Johns Hopkins.

#### **19. Scheduling of meetings, other events**

There were no additional meeting or events scheduled.

The City's new Human Resources Director, Maria Gonzales-Estevez, who will take the reins upon Sharon McCabes' retirement in June was introduced.

#### **20. Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements, and ordinances**

Councilmember Payton moved, seconded by Councilmember Zasada to approve the above authorizations, and the motion carried: 7-0

#### **21. Adjournment**

There being no further business to come before the Council, Mayor Gates adjourned the meeting at 6:54 p.m.

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John Gates, Mayor

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Cheryl Aragon, Interim City Clerk

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 12**

Key Staff Contact: Robert Miller, Interim Finance Director, 350-9735

Title:

Introduction and first reading of an ordinance appropriating additional sums to defray the expenses and liabilities of the City of Greeley for the balance of the fiscal year of 2020 and for funds held in reserve for encumbrances at December 31, 2019.

Summary:

This is the second additional appropriation ordinance modifying the 2020 budget. This appropriation ensures that existing commitments in progress at 2019 year end can be completed in 2020, designates funds for additional commitments, and appropriates new grants that have been awarded.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	Yes
If yes, what is the initial, or, onetime impact?	\$ 19,383,732
What is the annual impact?	\$ 19,383,732
What fund of the City will provide Funding?	See Ordinance
What is the source of revenue within the fund?	Fund Balance, Operating Transfers, Grants, Expense Reimbursement, Insurance Recoveries, Sale of Assets, and Private Contributions.
Is there grant funding for this item?	Yes, Items 5, 6, 12, & 14
If yes, does this grant require a match?	Yes, Items 6, 12, & 14
Is this grant onetime or ongoing?	Onetime

Additional Comments:	Total appropriations made by this ordinance are \$19,383,732. The following funding sources will be used to cover the appropriations made by this ordinance.	
	<b>Funding Sources</b>	<b>Amount</b>
	Fund Balance	\$ 15,459,353
	Grant	1,706,412
	Sale of Assets	1,203,000
	Operating Transfer	946,212
	Expense Reimbursement	53,824
	Insurance Recoveries	8,086
	Private Contributions	6,845
<b>Grand Total</b>	<b>\$ 19,383,732</b>	

**Legal Issues:**

City Charter prohibits actual expenditures from exceeding appropriations at the fund level. This ordinance will ensure that this does not occur.

**Other Issues and Considerations:**

**Applicable Council Priority and Goal:**

*Image:* Reinforce Greeley's vision as an attractive and vibrant community in which to live, learn, work and play.

**Decision Options:**

- 1) Introduce the ordinance as presented; or
- 2) Amend the ordinance and introduce as amended; or
- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

**Council's Recommended Action:**

A motion to introduce the ordinance and schedule the public hearing and final reading for June 16, 2020.

**Attachments:**

Ordinance  
Detail Supporting Schedule

**THE CITY OF GREELEY**  
**ORDINANCE NO. \_\_\_\_\_, 2020**

AN ORDINANCE APPROPRIATING ADDITIONAL SUMS TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF GREELEY FOR THE BALANCE OF THE FISCAL YEAR OF 2020 AND FOR FUNDS HELD IN RESERVE FOR ENCUMBRANCES AT DECEMBER 31, 2019.

**WHEREAS**, the City of Greeley has or will incur expenses for certain activities described below during the 2020 fiscal year, and

**WHEREAS**, the revenues received in the City of Greeley in 2019, exceeded the amount of revenues estimated in the 2019 Budget by more than the total amount of the expenditures in the same year;

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

**Section 1.** In accordance with section 5-17 of the Greeley Charter, from actual and anticipated revenues which exceed the revenue estimates in the 2020 budget and amounts held in fund balance reserves from 2019, there is hereby appropriated the following designated sums to be allocated for use during the remainder of 2020:

<b>Fund</b>	<b>Total</b>
001 General Fund	\$ 425,143
103 Community Development	493,277
105 Conservation Trust	161,000
301 Public Improvement	2,657,128
303 Public Art	56,915
304 Food Tax	605,428
312 Transportation Development	3,964,059
316 Trails Development	389,000
318 Quality of Life	1,230,936
320 FASTER	298,642
321 Keep Greeley Moving	700,000
322 2016 City Center	4,612
404 Water	50,000
406 Water Capital Replacement	2,100,000
407 Water Rights Acquisition	5,773,000
409 Municipal Golf Courses	7,000
412 Stormwater Construction	457,380
507 Liability	10,212
<b>Grand Total</b>	<b>\$ 19,383,732</b>

**Section 2.** All actions heretofore taken (not inconsistent with the provisions of this ordinance) by the officers, agents and employees of the City in connection with this appropriation are hereby ratified, approved and confirmed.

**Section 3.** This Ordinance shall become effective five (5) days after its final publication as is provided by Section 3-16 of the Greeley Charter,

PASSED AND ADOPTED, SIGNED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

ATTEST:

THE CITY OF GREELEY

\_\_\_\_\_  
City Clerk

BY \_\_\_\_\_  
Mayor



**City of Greeley**  
**2020 Appropriation No. 2**  
**City Council Meetings: June 2nd & 16th**

Fund	Funding Source	Description	Fund Balance	Revenue	Expenditures	Net Impact
<b>001 General Fund</b>						
1	Operating Transfer: Liability	Damages occurred on January 30th, 2020 at Bittersweet Park that the need to be repaired. This request is to allow for the repairs to be completed in a timely manner. Designated fund balance from the Liability funds are being requested in advance of the pending reimbursement and restitution. In the event that funds are not able to be recovered, the existing fund balance in the Liability Fund will be used to cover these repairs.	-	10,212	10,212	-
2	Private Contributions	A radio antenna is needed for back up communication in the Emergency Operations Center (EOC). The cost of the antenna and installation was not expected. JBS granted the EOC \$800 to help with the installation of the antenna. Additionally, Atmos Energy has contributed to the purchase of paratech® gear for the Specialized Rescue team. This type of equipment is used to lower firefighters down to the individual and bring them back to safety.	-	6,845	6,845	-
3	Fund Balance	This request is to use existing carry over fund balance to support the executive search for a new Finance Director.	25,000	-	25,000	-
4	Insurance Recoveries	Insurance recoveries are necessary regarding the repair costs for an accident with the City of Greeley's tiller [CG858]. Claims from the insurance company have been received allowing the city to be reimbursed for repairing the Fire Department's tiller truck.	-	8,086	8,086	-
<b>001 General Fund</b>			<b>25,000</b>	<b>25,143</b>	<b>50,143</b>	<b>-</b>
<b>103 Community Development</b>						
5	Grant	The City of Greeley will receive \$493,277 in Community Development Block Grant-Coronavirus (CDBG-CV) funding. A Substantial Amendment to a City Consolidated Plan and Annual Action Plan is required for the new CARES ACT Grant. The 2020-2024 Consolidated Plan and 2020 Action Plan are being amended here to satisfy that requirement. A general breakdown of CDBG-CV uses is as follows: administration charges [\$89,777], extension of the cold weather shelter [\$165,660], personal isolation facility services [\$37,840] and emergency rental assistance [\$200,000].	-	493,277	493,277	-
<b>103 Community Development</b>			<b>-</b>	<b>493,277</b>	<b>493,277</b>	<b>-</b>
<b>301 Public Improvement</b>						
6	Fund Balance / Grant	Funding is requested for continued work on the Access Control Plan for 10th Street, with an additional grant of \$538,135 funded through the Colorado Department of Transportation [CDOT]. This project was not completed in 2019 due to a faulty design. Hence, construction has been delayed, extending the project beyond the three-year timeframe for rebudget.	2,118,993	538,135	2,657,128	-
<b>301 Public Improvement</b>			<b>2,118,993</b>	<b>538,135</b>	<b>2,657,128</b>	<b>-</b>
<b>303 Public Art</b>						
7	Fund Balance	Funding is requested for the completion of the "In Stall Art" restroom wrap project at the Union Colony Civic Center. Funds were remaining in the "Pain the Town" ongoing project, but it surpassed three-year timeframe for rebudget and needed to be re-appropriated. Vinyl wraps will be installed on each of the aging restroom partitions within the Union Colony Civic Center restrooms. The project will remedy the deficiency in the failing paint in aging stall panels at a significantly reduced cost to taxpayers.	56,915	-	56,915	-
<b>303 Public Art</b>			<b>56,915</b>	<b>-</b>	<b>56,915</b>	<b>-</b>



Fund	Funding Source	Description	Fund Balance	Revenue	Expenditures	Net Impact
<b>304 Food Tax</b>						
8	Operating Transfer: Conservation Trust	This request is to improve the Active Adult Center parking lot. This includes improving parking lot lighting, new and relocated landscape islands, replacement of irrigation to parking lot landscape, and realignment of parking spaces. Improved accessible parking will require the demolition of the west side berm and new brickwork on the facility façade. Funding will come from transferring existing designated fund balance in the Conservation Trust Fund.	-	120,000	120,000	-
9	Fund Balance	During 2019, significant progress was made on Americans with Disabilities Act (ADA) projects at Natural Area & Trail's trailheads. Primarily, progress included the Signature Bluffs natural area. With the transition to a stand-alone division in the same year, the remaining funds weren't able to be spent due to staff capacity. These funds also have exceeded the three year rebudget provision and are requested to be reappropriated. Remaining funds will be spent on improvements such as ADA parking spaces, ADA pads for restrooms, lighting, signage, and other improvements to make trailheads more accessible.	59,367	-	59,367	-
10	Fund Balance	The City of Greeley has over 30 miles of trails. Regular maintenance and repair is required to maintain a safe and desirable public amenity. These funds have exceeded the three year rebudget period and are being requested to be reappropriated. Capital Maintenance Projects in 2020 will include the completion of two critical projects on the Poudre River Trail where riverbanks and the trail have been undermined during past floods. In addition, design for future repair projects will be completed, with funding dependent upon completion of the 2020 repair projects.	385,061	-	385,061	-
11	Operating Transfer: Conservation Trust	Funds are requested to complete some renovations of the Paddock House at Island Grove Regional Park. Some renovations could not be completed at this house with the initial funding appropriated in 2019. This additional funding request is for window replacement (currently single-pane windows and asbestos abatement) (\$21,000); basement garage door conversion to the pedestrian entrance (\$5000); radon treatment (\$5000); and ceiling insulation (\$7000). Funding will come from transferring existing designated fund balance in the Conservation Trust Fund.	-	41,000	41,000	-
<b>304 Food Tax</b>			<b>444,428</b>	<b>161,000</b>	<b>605,428</b>	<b>-</b>
<b>312 Transportation Development</b>						
12	Grant, Operating Transfer: General Fund	This request is for matching funds to a successful grant to update the 2011 Transportation Master Plan. The city was successful in receiving a \$325,000 grant to update the transportation plan through a competitive grant process. This project will update the current transportation plan, as well as combine the transit and bicycle masterplans into one, making them more cohesive. The plan will include data collection and analysis that will better guide project needs. The remaining grant match of \$325,000 will come from a transfer of existing General Fund carry over fund balance.	-	650,000	650,000	-
13	Fund Balance, Operating Transfer: Keep Greeley Moving	This request will upgrade 20th Street, 83rd to 86th Avenue to a two-lane arterial roadway with medians and turn lanes. This is a reappropriation of fund balance of \$2,914,059 for the project beyond the three-year timeframe that is allowed for rebudget. An additional requests of a transfer of supplemental funds of \$400,000 from existing Keep Greeley Moving fund balance to cover additional construction costs.	2,914,059	400,000	3,314,059	-
<b>312 Transportation Development</b>			<b>2,914,059</b>	<b>1,050,000</b>	<b>3,964,059</b>	<b>-</b>
<b>316 Trails Development</b>						
14	Grant, Expense Reimbursement	Appropriation of a grant award for construction of Phases 2 and 3 of the Greeley #3 Canal Trail (Broadview Acres Trail). This is a grant award from the North Front Range Metropolitan Planning Organization and Multi-Modal Opportunity Fund. The Multi-Modal Options Grant Fund was awarded on April 2, 2020 from the North Range Metropolitan Planning Organization in the amount of \$350,000. The reimbursement grant mentioned above will be administered through the Colorado Department of Transportation (CDOT). Additional funds include commitments from Poudre River Trail Corridor Inc. (\$25,000) and School District 6 (\$14,000). This request of \$389,000 will be added to the current budget of \$357,023 for a total 2020 project cost of \$746,023.	-	389,000	389,000	-
<b>316 Trails Development</b>			<b>-</b>	<b>389,000</b>	<b>389,000</b>	<b>-</b>

Fund	Funding Source	Description	Fund Balance	Revenue	Expenditures	Net Impact
<b>318 Quality of Life</b>						
15	Fund Balance	The East Greeley Fishing Pond project has extended beyond the three-year timeframe allowed for rebudget and needs to be appropriated. The original project consisted of both cleanup and a trail project. The discovery of asbestos required a formal engineering design and the Department of Public Health and Environment (CDPHE) permitting.	1,030,936	-	1,030,936	-
16	Fund Balance	This request is to use \$200,000 in savings from the East Greeley Fishing Pond project for improvements to Centennial Park to improve traffic flow and usability. This request is to supplement funding for the final design and construction documents for Centennial Park based on a site master plan in 2016. Improvements will consist of parking improvements, traffic flow within the park, vegetation conversion, new irrigation, and site amenities (playground, picnic tables, and shade shelters). Funding will be used to address design fee proposals, project management, construction management, and design contingency.	200,000	-	200,000	-
<b>318 Quality of Life</b>			<b>1,230,936</b>	<b>-</b>	<b>1,230,936</b>	<b>-</b>
<b>320 FASTER</b>						
17	Fund Balance	Funds for the improvement of 20th Street with the addition of turn lanes are requested. Design delays have pushed the project beyond the three-year timeframe allowed for rebudget. Appropriation is for an encumbrance for the 20th Street Turn Lane Project from Clubhouse Drive to 59th Avenue. Project scope and costs have increased which made funding inadequate. Preliminary design is complete, the final design is being worked on and will be complete in 2020, and construction will continue in 2021.	36,523	-	36,523	-
18	Fund Balance	Centerplace Drive Turn Lane Project lapsed beyond the three-year timeframe allowed for rebudget. The original project had a high estimate once designed, so additional funding had to be secured in 2019 as part of the budget process. An appropriation is needed to complete the project.	262,119	-	262,119	-
<b>320 FASTER</b>			<b>298,642</b>	<b>-</b>	<b>298,642</b>	<b>-</b>
<b>321 Keep Greeley Moving</b>						
19	Fund Balance	This request will further improve several roads needing to be maintained, overlaid, and patched. In addition, this request will also fund the widening of 20th Street, 83rd Avenue to 90th Avenue, helping with additional costs encountered on the project including contaminated soil that had to be mitigated. Additional overlay roads are being added and include Clubhouse Drive: south of 20th Street; 20th Street: 90th to 95th Avenue; and 4th Street: 23rd to 35th Avenue (additional left turn lane paving at 26th & 28th Avenue). Funds are from existing 2019 carry over fund balance in the Keep Greeley Moving Fund.	300,000	-	300,000	-
<b>321 Keep Greeley Moving</b>			<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>-</b>
<b>322 2016 City Center</b>						
20	Expense Reimbursement	Funding requested for the replacement of heat vent covers for the City Hall building. During the abatement process, the contractor threw away four heat vent covers. The contractor reimbursed the City for the expenditures required to replace the whole area.	-	4,612	4,612	-
<b>322 2016 City Center</b>			<b>-</b>	<b>4,612</b>	<b>4,612</b>	<b>-</b>
<b>404 Water</b>						
21	Operating Transfer: General Fund	Funding is being requested in support of the City's Strategic Plan for Open Space & Natural Areas by transferring existing General Fund carry over fund balance.	-	50,000	50,000	-
<b>404 Water</b>			<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>
<b>406 Water Capital Replacement</b>						
22	Fund Balance	Funding for the Bellvue Need Assessment project needs to be reappropriated since the project has extended beyond the three-year timeframe allowed for rebudget. The project includes a required backwash system upgrade as necessary for the new treatment train. Asphalt roads throughout the plant will also be repaired.	2,100,000	-	2,100,000	-
<b>406 Water Capital Replacement</b>			<b>2,100,000</b>	<b>-</b>	<b>2,100,000</b>	<b>-</b>

Fund	Funding Source	Description	Fund Balance	Revenue	Expenditures	Net Impact
<b>407 Water Rights Acquisition</b>						
23	Fund Balance/ Sale of Assets	This request will appropriate funds for water acquisitions in 2020 with partial funding from the sale of Water & Sewer owned property. A portion of the funding will also come from carryover funds for purchases made in 2019 but not expended until 2020. Currently, the water market in Northern Colorado has softened, potentially presenting Greeley with opportunities to purchase water on favorable terms. The requested appropriation adds the proceeds of \$1,203,000 from the sale of a Water & Sewer owned farm in 2020, unspent funds from 2019 relating to a delayed 2019 water purchase, and additional funding for two new water purchases. One of the new water purchases includes land appraised that will be sold in the future.	4,570,000	1,203,000	5,773,000	-
407 Water Rights Acquisition			4,570,000	1,203,000	5,773,000	-
<b>409 Municipal Golf Courses</b>						
24	Fund Balance	Funding for a new point of sale system will provide our customers with an opportunity to purchase yearly memberships or annual passes on monthly payments is essential to building the core golfers to Greeley public golf. Golf is not currently budgeted to upgrade current credit card terminals to improve the customer service experience. Golf staff asserts that changing out the credit card terminals at Highland Hills GC and Boomerang Links Golf Course and offering recurring and annual billing to our customers is beneficial. The point of sale systems are GolfTrac by Vermont Systems, this package includes add-ons, credit card setup, and installment billing and training by Vermont systems. The credit card terminals are model IS250 through CardConnect. A gateway is required at each golf course along with a monthly fee. Existing designated Golf Fund balance will be used to cover this request.	7,000	-	7,000	-
409 Municipal Golf Courses			7,000	-	7,000	-
<b>412 Stormwater Construction</b>						
25	Fund Balance	This is a re-appropriation of funds since the project extended beyond the three-year timeframe allowed for rebudget. Construction is needed to upsize inlets at 12th Street and 51st Avenue. The project will increase the flood-carrying capacity of the storm and sewer system in the area by replacing a portion of the system from Country Club West Detention Pond. This is intended to reduce impacts to insurable structures and increase safety to residents, business owners, patrons, and motorists. This project was not completed due to a change in management and staff turnover. The design could not be completed in house and an outside consultant needed to be hired.	457,380	-	457,380	-
412 Stormwater Construction			457,380	-	457,380	-
<b>Total (Less Additional Operating Expenditures Between Funds)</b>			<b>14,523,353</b>	<b>3,914,167</b>	<b>18,437,520</b>	<b>-</b>

Fund	Funding Source	Description	Fund Balance	Revenue	Expenditures	Net Impact
<b>Operating Transfers</b>						
1	Expense Reimbursement	Bittersweet Park Repairs - Operating Transfer of Damage Recoveries: Liability to General Fund	-	10,212	10,212	-
8	Fund Balance	Active Adult Center Parking Lot Maintenance and Improvements - Operating Transfer of Fund Balance: Conservation Trust to Food Tax	120,000	-	120,000	-
11	Fund Balance	Paddock House at Island Grove Renovations - Operating Transfer of Fund Balance: Conservation Trust to Food Tax	41,000	-	41,000	-
12	Fund Balance	Transportation Master Plan - Operating Transfer of Carry Over Fund Balance: General Fund to Transportation Development	325,000	-	325,000	-
13	Fund Balance	20th Street, 83rd - 86th Avenue Addition of Median & Turn Lanes - Operating Transfer of Fund Balance: Keep Greeley Moving to Transportation Development	400,000	-	400,000	-
15	Operating Transfer: Quality of Life	East Greeley Fishing Pond - Operating Transfer of Fund Balance: Quality of Life to Public Art	-	10,250	-	10,250
21	Fund Balance	Strategic Plan for Open Space & Natural Areas - Operating Transfer of Carry Over Fund Balance: General Fund to Water	50,000	-	50,000	-
<b>Total Additional Operating Expenditures Between Funds</b>			<b>936,000</b>	<b>20,462</b>	<b>946,212</b>	<b>10,250</b>
<b>Grand Total</b>			<b>15,459,353</b>	<b>3,934,629</b>	<b>19,383,732</b>	<b>10,250</b>

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 13**

Key Staff Contact: Brad Mueller, Community Development Director, 970-350-9786  
 Darrell Gesick, Planner, 970-350-9822

Title:

Introduction and first reading of an ordinance changing the official zoning map of the City of Greeley, Colorado, from PUD (Planned Unit Development) to R-M (Residential Medium Density) zoning for 12.12 acres of property located north of 4<sup>th</sup> Street, east of 59<sup>th</sup> Avenue, and west of 57<sup>th</sup> Avenue, known as the Cottages at Kelly Farm Crosier's Corner Rezone

Summary:

The applicant, Melanie Foslien, on behalf of Benchmark Custom Homes, is requesting a rezone of 12.12 acres of land from Planned Unit Development to Residential Medium Density, with the intention of creating lots (or building envelopes) that would be developed with residential single-family, two-family, and/or townhomes. While a site plan has been provided, the attached layout is conceptual only and may not necessarily be the final subdivision design that is submitted.

The current PUD zoning allows commercial uses and a small amount of residential.

The Planning Commission will consider this request on May 26, 2020.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	Proposed zoning would likely result in less intense uses than potentially under the current zoning.

Legal Issues:

Consideration of this matter is a quasi-judicial process.

Other Issues and Considerations:

None noted.

**Applicable Council Priority and Goal:**

Consistency with Comprehensive Plan and Development Code standards.

**Decision Options:**

- 1) Introduce the ordinance as presented; or
- 2) Amend the ordinance and introduce as amended; or
- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

**Council's Recommended Action:**

A motion to introduce the ordinance and schedule the public hearing and final reading for June 16, 2020.

**Attachments:**

Ordinance

Vicinity Map

Planning Commission Summary (Staff Report) (May 26, 2020)

CITY OF GREELEY, COLORADO

ORDINANCE NO. \_\_\_\_\_, 2020

CASE NO. ZON2020-0002

AN ORDINANCE CHANGING THE OFFICIAL ZONING MAP OF THE CITY OF GREELEY, COLORADO, FROM PUD (PLANNED UNIT DEVELOPMENT TO R-M (RESIDENTIAL MEDIUM DENSITY) ZONING FOR 12.12 ACRES OF PROPERTY LOCATED NORTH OF 4<sup>TH</sup> STREET, EAST OF 59<sup>TH</sup> AVENUE, AND WEST OF 57<sup>TH</sup> AVENUE, KNOWN AS THE COTTAGES AT KELLY FARM CROSIER’S CORNER REZONE

BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY, COLORADO:

Section 1. The following described property located in the City of Greeley is hereby changed from the zoning district referred to as PUD (Planned Unit Development) to R-M (Residential Medium Density) zoning for 12.12 acres of property in the City of Greeley, County of Weld, State of Colorado:

See attached legal description

Section 2. The boundaries of the pertinent zoning districts as shown on the official zoning map are hereby changed so as to accomplish the above-described zoning changes, and the Mayor and City Clerk are hereby authorized and directed to sign and attest an entry which shall be made on the official zoning map to reflect this change.

Section 3. This ordinance shall become effective five (5) days after its final publication as provided by the Greeley City Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

ATTEST:

THE CITY OF GREELEY

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

### Legal Description

A parcel of land being Tract 1 and Tract 2 of Crosier's Corner at Kelly Farm Subdivision recorded January 18, 2000 as Reception No. 2744996 of the Records of Weld County, and those portions of 57th Avenue, 59th Avenue, 2nd Street Road, 3rd Street and 4th Street adjoining to said Tract 1 and Tract 2, all situate in the Northwest Quarter (NW1/4) of Section Three (3), Township Five North (T.5N.), Range Sixty-six West (R.66W.), Sixth Principal Meridian (6th P.M.), City of Greeley, County of Weld, State of Colorado, more particularly described as follows:

BEGINNING at the West Quarter Corner of said Section 3 and assuming the West line of the Northwest Quarter of said Section 3 to bear North 03°04'59" East a distance of 2977.14 feet with all other bearings contained herein relative thereto:

THENCE North 03° 04' 59" East along the West line of said Northwest Quarter and along the West line of said Crosier's Corner at Kelly Farm Subdivision a distance of 1049.01 feet to the Westerly prolongation of the Northerly line of Tract 1;

THENCE South 86° 55' 01" East along said prolongation of the Northerly line of Tract 1 a distance of 197.66 feet to the centerline of 57th Avenue;

The following Four (4) courses are along the centerline of said 57th Avenue.

THENCE North 62° 11' 55" East a distance of 20.00 feet;

THENCE South 27° 48' 05" East a distance of 881.27 feet;

THENCE along the arc of a curve concave to the Southwest a distance of 141.62 feet, said curve has a Radius of 300.00 feet, a Delta of 27° 02' 54" and is subtended by a Chord bearing South 14° 16' 38" East a distance of 140.31 feet;

THENCE South 00° 45' 11" East a distance of 121.23 feet to the Southerly line of said Crosier's Corner at Kelly Farm Subdivision and the South line of the Northwest Quarter of said Section 3;

THENCE South 89° 14' 49" West along said South line of the Northwest Quarter of Section 3 a distance of 718.78 feet to the POINT OF BEGINNING.

Said described parcel of land contains 12.12 acres, more or less.







# Zoning/Vicinity Map

## Crosier's Corner



**ZON2020-0002**

**Legend**

-  Structures
-  Weld Parcels
-  Road Centerline
-  Roads



**PLANNING COMMISSION SUMMARY**

**ITEM:** Rezone property from PUD (Planned Unit Development) to R-M (Residential Medium Density)

**FILE NUMBER:** ZON2020-0002

**PROJECT:** Cottages at Kelly Farm Crosier’s Corner

**LOCATION:** North of 4<sup>th</sup> Street, East of 59<sup>th</sup> Avenue, and West of 57<sup>th</sup> Avenue

**APPLICANT:** Melanie Foslien, on behalf of Benchmark Custom Homes

**CASE PLANNER:** Darrell Gesick, Planner III

**PLANNING COMMISSION HEARING DATE:** May 26, 2020

**PLANNING COMMISSION FUNCTION:**

The Planning Commission shall consider the staff report, along with testimony and comments made by the applicant and the public and shall then make a recommendation to the City Council regarding the application in the form of a finding based on the review criteria in Section 18.30.050(c)(3).

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**EXECUTIVE SUMMARY**

The City of Greeley is considering a request to rezone approximately 12.12 acres of land, including adjacent right-of-way, from PUD (Planned Unit Development) to R-M (Residential Medium Density) zone district. The subject site is located north of 4<sup>th</sup> Street, east of 59<sup>th</sup> Avenue, and west of 57<sup>th</sup> Avenue (see Attachments A, B, C, and D).

**A. REQUEST**

The applicant is requesting approval to rezone 12.12 acres of land from PUD to R-M zone district (see Attachment C). The applicant would like to create approximately 31 lots or building envelopes that would be developed with single-family, two-family, and three attached townhome units for residential use (see Attachment F).

**B. STAFF RECOMMENDATION**

Approval.

**C. LOCATION**

**Abutting Zoning:**

North: PUD (Planned Unit Development)  
South: R-L (Residential Low Density)  
East: PUD  
West: R-L

**Surrounding Land Uses:**

North: Outlot (for Open Space) and Two-Family Residential

South: Fourth Street and Single-Family Residential

East: Two-Family and Multi-Family Residential

West: 59<sup>th</sup> Avenue, Two Large Lot Single-Family Residential Uses, and One Large Undeveloped Lot

**Site Characteristics:**

The subject site is currently undeveloped and consists of two large tracts of land with a combined acreage of 12.12 acres. The site is bordered by 4<sup>th</sup> Street to the south, 59<sup>th</sup> Avenue to the west, and 57<sup>th</sup> Avenue to the east. Other improved roadways within the rezone request are 2<sup>nd</sup> Street, which connects 59<sup>th</sup> Avenue to 57<sup>th</sup> Avenue, and 3<sup>rd</sup> Street. The site generally slopes from the south to the north. Infrastructure, such as, streets, curb and gutter, sidewalks, and utilities were installed in the early 2000’s. Please see Section F for more information. (see Attachment E).

**D. BACKGROUND**

The subject site was annexed into the City of Greeley in 1980, as part of the North Sheep Draw Annexation (Rec. No. 1844666). An annexation correction plat was recorded in 1981 (Rec. No. 1863880). Following the Annexation, the subject site was zoned R-1 in 1981 (File No. Z 14:80). The zoning classifications were changed in 1998, when the Development Code was revised. The existing zoning of R-L (Residential Low Density) is the modern equivalent to the R-1 zone district. In 1998, the subject site was rezoned from R-L to PUD (Planned Unit Development) (Z 9:98). After the rezone was approved, a Conceptual PUD known as Crosier’s Corner was approved and allowed for commercial with 25% of the area to be residential (PUD 5:98). A Final PUD was submitted in 2000, but was never completed (PUD 8:00). The Final PUD was closed out in 2006, due to inactivity.

With this application, the property owner is proposing to rezone 12.12 acres from PUD to R-M for the purpose of developing the site with single-family, two-family, and townhome lots. If the rezone is approved, it is anticipated that 31 lots or building envelopes would be created through a subdivision process that would accommodate the development the applicant desires to build. The applicant would be required to submit an application for a preliminary and final subdivision to create the lots in order to develop the subject site as shown in the Zoning Suitability Plan (see Attachment F).

**APPROVAL CRITERIA**

**Development Code Section 18.30.050 Rezoning Procedures**

*For the purpose of establishing and maintaining sound, stable, and desirable development within the City, the rezoning of land is to be discouraged and allowed only under circumstances provided for in this Section [of the Code]. This policy is based on the opinion of the City Council that the City’s zoning map is a result of a detailed and comprehensive appraisal of the City’s present and future needs regarding land use allocation and other zoning considerations, and, as such, should not be amended unless to correct manifest errors or because of changed or changing conditions in a particular area of the City in general.*

The review criteria found in Section 18.30.050(c)(3) of the Development Code shall be used to evaluate the zoning amendment application.

- a) **Has the area changed, or is it changing to such a degree that it is in the public interest to rezone the subject property to encourage development or redevelopment of the area?**

Staff Comment: The area surrounding the subject site has not changed substantially in the recent past. The surrounding area was built out in the late 1990's and early 2000's. The surrounding development included single-family, two-family, and multi-family development.

The subject site was annexed and zoned low residential in the early 1980's. The subject site was rezoned in 1998, with a proposed development of commercial, with a mix of residential, in the early 2000's. Due to inactivity, the project was closed out by the City of Greeley in 2006. The site has had little to no interest of development since the early 2000's, and has remained undeveloped since annexation in 1980, despite growth in the surrounding area and housing demands in the City.

Considering the low interest of development on the subject site, and recent demands for diversity in housing, staff concludes that rezoning the property would encourage development.

This request complies with this criterion.

- b) **Has the existing zoning been in place for at least fifteen (15) years without substantial development resulting and does the existing zoning appear to be obsolete, given development trends?**

Staff Comment: The subject property has been zoned PUD since 1998, a total of 22 years without development resulting. Although the existing zoning is not necessarily obsolete, the proposed PUD has resulted in little to no interest in development. The proposed R-M zone district would allow for more flexibility in regard to different housing types, which is supported by The City of Greeley's "Strategic Housing Plan," and The Imagine Greeley Comprehensive Plan.

This request complies with this criterion.

**c) Are there clerical or technical errors to correct?**

Staff Comment: There are no clerical or technical errors to correct.

This criterion is not applicable to this request.

**d) Are there detrimental environmental impacts, such as flood plains, inadequate drainage, slopes, unstable soils, etc., that may affect future development of this site and which may not have been considered during the original zoning of the property?**

Staff Comment: There are no known detrimental environmental conditions existing on the site.

This criterion is not applicable to this request.

**e) Is the proposed rezoning necessary in order to provide land for a community related use which was not anticipated at the time of adoption of the City's Comprehensive Plan; or have the policies of the City changed to the extent that a rezoning is warranted?**

Staff Comment: The proposed rezoning is not necessary in order to provide land for a community related use.

This criterion is not applicable to this request.

**f) What is the potential impact of the proposed rezoning upon the immediate neighborhood and the city as a whole (including potential noise and environmental impacts, visual impacts, the provision of City services such as police, fire, water, sewer, and pedestrian systems and parks and recreational facilities)?**

Staff Comment: It is not anticipated that the proposed R-M zoning would create significant impacts on the subject property, adjacent land uses, or the City as a whole. The surrounding area is already in primarily residential use. To the east is duplex and multi-family development, and to the south of 4<sup>th</sup> Street is single-family residential. The applicant is proposing a mix of single-family, two-family, and townhouse lots.

Any potential noise created by future development would be regulated by the Municipal Code. There should not be any environmental impacts associated with this request. The appropriate buffering would be required to be provided, which lessens any potential visual impacts to adjacent uses. City services such as water, sewer, police, and fire are already available to the site. Sidewalks exist along the roads already platted within this subdivision. Sidewalks also exist on 4<sup>th</sup> Street. Sidewalks would be provided on 59<sup>th</sup> Avenue once it is built to the full street width. The

applicant's proposed plans for the property should not negatively impact the neighborhood. Additional information regarding City services can be found further in this report in Sections E, F, and G.

The proposal complies with this criterion.

**g) Is there clear and convincing evidence that the proposed rezoning will be consistent with the policies and goals of the City's Comprehensive Plan and comply with the applicable zoning overlay requirements?**

The following City of Greeley Imagine Greeley Comprehensive Plan policies apply to this request:

Objective GC-1.2 Form of Growth

*Encourage a compact urban form over sprawl or leap-frog development.*

Objective GC-2.2 Jobs/Housing Balance

*Support zoning and development patterns that expand opportunities for people who live in Greeley to also work in Greeley (or vice versa).*

Objective EH-2.5 Walkability & Bikability

*Plan and design neighborhoods so that employment, schools, shopping, parks, transit stops, and other facilities are within a 10 minute safe walk of housing wherever feasible.*

Objective EH-4.1 Impacts of New Developments

*Continue to refer proposed residential developments to the school districts for their review and encourage them to comment on the development's expected impacts on area schools. When necessary, work with the school districts and developers of residential projects to set aside sites for schools needed to serve their developments.*

Staff Comment: The proposed rezone would allow residential development in an area that has been leaped-frogged by development. The rezone would also allow residential opportunities within walking and biking distance to local schools, public transit, and commercial areas. The proposal also fulfills policies adopted within the 2019 City of Greeley Strategic Housing Plan, which is an implementation component of the Comprehensive Plan.

The Greeley Evans School District 6 was part of the referral process. The School District did indicate that the proposed development would add additional students to the school system, which is over capacity. The City of Greeley would continue to work with the District to find ways to mitigate the impacts that new residential has on the District.

**h) What is the potential impact of the proposed rezoning upon an approved Zoning Suitability Plan for the property?**

Staff Summary: The proposed Zoning Suitability Plan submitted with this application demonstrates on a conceptual level that the site should be able to develop in accordance with the Development Code (see Attachment F).

This criterion is not applicable to this request.

**E. PHYSICAL SITE CHARACTERISTICS**

**1. SUBDIVISION HISTORY**

The subject property is known as Tract 1 and 2, Crosier's Corner at Kelly Farm Subdivision (Rec. No. 2744996, File No. S 23:99). A preliminary and final subdivision application would be necessary to create the proposed lots that the applicant proposes to develop.

**2. HAZARDS**

Staff is unaware of any potential hazards that presently exist on the site.

**3. WILDLIFE**

The subject site is not located in an area identified for moderate or high wildlife impacts. There are no known impacts that would occur to wildlife if the site is rezoned.

**4. FLOODPLAIN**

The proposed rezone boundary is not located within the 100-year floodplain or floodway, according to the adopted Federal Emergency Management Administration (FEMA) flood data.

**5. DRAINAGE AND EROSION**

It is anticipated that stormwater would follow the current drainage patterns using a system of swales, curb and gutter, storm drain inlets, culverts, and storm pipe collection system. For this property, the stormwater flows to the existing Kelly Farm detention pond in the northwest corner of the Kelly Farm Subdivision. The existing drainage infrastructure, including the detention pond, was originally designed and constructed based on a higher impervious value for commercial property, and would be able accommodate the anticipated flows of proposed residential development.

**6. TRANSPORTATION**

The proposed rezone would not negatively impact the traffic flow in the area. The former land use anticipated 2,008 daily trips, 140 morning peak hour trips, and 153 afternoon trips. The calculated trip generation for this proposal is 292 daily trips, 23 morning hour trips, and 31 afternoon peak hour trips, which is a significant reduction from the previous use.

A Traffic Impact Memo was submitted, reviewed, and evaluated by the City of Greeley Engineering Development Review Division, and no additional impacts are anticipated to be generated by the proposed rezone.

## **F. SERVICES**

### **1. WATER**

There is an existing 8-inch waterline located in 57<sup>th</sup> Avenue, 3<sup>rd</sup> Street, and along the eastern side of 59<sup>th</sup> Avenue. No additional improvements to the water service is required as part of the rezone request.

### **2. SANITATION**

There is an existing 8-inch sanitary sewer line located in 57<sup>th</sup> Avenue, 3<sup>rd</sup> Street, and along the eastern side of 59<sup>th</sup> Avenue. No additional improvements to the sanitary sewer service are required as part of the rezone request.

### **3. EMERGENCY SERVICES**

The subject site is serviced by the City of Greeley Fire and Police. The closest fire station, Fire Station #7, is located approximately one mile to the southwest of the subject site.

### **4. PARKS/OPEN SPACES**

No public parks or additional public open space areas are proposed with this request and the request would not be creating any private parks or open space. The proposed rezone should have little to no impact on parks or open space in the community.

### **5. SCHOOLS**

No schools are proposed or located within the site. However, the nearest school, Northridge High School, is located approximately one mile to northwest of the subject site, and S. Christa McAuliffe S.T.E.M. Academy, which is a K-8 school, is located one-half mile to the east of the subject site.

## **G. NEIGHBORHOOD IMPACTS**

### **1. VISUAL**

No visual impacts are anticipated with this rezone request. Any development plan application for the property would be reviewed for compliance with the City's Development Code requirements regarding visual impacts.

### **2. NOISE**

No noise impacts are anticipated with the rezone request. Any potential noise created by future development would be regulated by the Municipal Code.

## **H. PUBLIC NOTICE AND COMMENT**

Neighborhood notices were mailed to surrounding property owners on May 7, 2020, per Development Code requirements. A sign was posted on the site on March 11, 2020.

Planning staff received seven emails and one phone call regarding the proposed rezone. They were from surrounding property owners and they were interested in what the developer was proposing, timing of the development, views being blocked, landscaping, cost of the homes, notice letter clarification, and building heights. None of the interested citizens objected to the request. No additional comments have been received.



**I. MINERAL ESTATE OWNER NOTIFICATION**

Mineral notice is not required for a rezone request.

**J. PLANNING COMMISSION RECOMMENDED MOTION**

Based on the application received and the Project Summary and accompanying analysis, the Planning Commission finds that the proposed rezone from PUD (Planned Unit Development) to R-M (Residential Medium Density) meets the applicable Development Code criteria, Sections 18.30.050(c)(3) a, b, f, g, and h; and, therefore, recommends approval of the rezone to the City Council.

**ATTACHMENTS**

Attachment A – Zoning/Vicinity Map

Attachment B – Photo Aerial

Attachment C – Narrative

Attachment D – Property Rezone Boundary Map

Attachment E – Site Analysis Map

Attachment F – Zoning Suitability Map

Attachment G – Notification Boundary Map

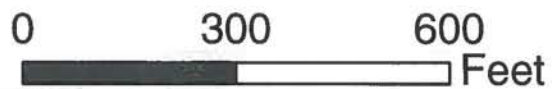
# Zoning/Vicinity Map Crosier's Corner



**ZON2020-0002**

**Legend**

- Structures
- Weld Parcels
- Road Centerline
- Roads





Legend

- House Numbers
- Fire Stations
- + Landmarks
- Street Labels
- Trails
- Neighborhoods
- College Bldgs
- Airport
- Ditches
- Drainages
- Greeley School Locations
- Park Points
- Parks Evans
- COG Golf Courses
- Hospital
- Cities
- House Numbers
- Fire Stations
- + Landmarks
- Street Labels
- Trails
- Neighborhoods
- College Bldgs
- Airport
- Ditches
- Drainages

Notes

0.1 0 0.06 0.1 Miles

NAD\_1983\_HARN\_StatePlane\_Colorado\_North\_FIPS\_0501\_Feet  
© City of Greeley GIS 2/12/2020

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION OR SURVEY PURPOSES

COTTAGES AT KELLY FARM REZONE  
REZONE PROJECT NARRATIVE  
APRIL 3, 2020

**INTRODUCTION**

The Cottages at Kelly Farm Rezone project is located on Tracts 1 and 2 of Crosier's Corner at Kelly Farm Subdivision, near the northeast corner of 59<sup>th</sup> Avenue and 4<sup>th</sup> Street in part of the Northwest Quarter of Section 3, Township 5 North, Range 66 West of the 6<sup>th</sup> P.M, City of Greeley, County of Weld, State of Colorado. The current zoning for these parcels is Planned Unit Development (PUD).

**EXISTING DEVELOPMENT**

The site is bordered by 4<sup>th</sup> Street to the south, 59<sup>th</sup> Avenue to the west, 57<sup>th</sup> Avenue and existing duplex and townhomes to the east, and open space and existing single-family residential homes on the north. The combined acreage of Tracts 1 and 2 is 12.12 acres. The tracts are currently vacant. Tract 2 generally slopes from southeast to northwest at an approximate slope of 5.2%. Tract 1 generally slopes from east to west at an approximate slope of 7.2%.

The existing improvements constructed with the Kelly Farm Subdivision include 2<sup>nd</sup> Street Road, 3<sup>rd</sup> Street and 57<sup>th</sup> Avenue, which are classified as local roadways. Existing utilities include sanitary sewer, potable water and storm drain improvements.

4<sup>th</sup> Street is classified as a 4-lane minor arterial roadway. Currently, 59<sup>th</sup> Avenue is a 2-lane major arterial roadway but is expected to expand to 4 lanes in the future.

**PROPOSED DEVELOPMENT**

The proposed project will change the zoning from PUD, with commercial uses and townhome units, to Residential Medium Density (R-M) containing a combination of 31 single-family, duplex and townhome units.

Stormwater runoff will follow the current drainage patterns and utilize the existing storm drain collection system of curb and gutter, swales, inlets and pipe. Runoff will be directed to the existing detention pond in the northwest corner of Kelly Farm Subdivision that was sized to include the Crosier's Corner PUD property.

**ACCESS POINTS AND ROADWAYS**

The project has existing access from 4<sup>th</sup> Street, 59<sup>th</sup> Avenue and 3<sup>rd</sup> Street within the Kelly Farm Subdivision. The proposed residential units will have the ability to access the lots from 2<sup>nd</sup> Street Road, 3<sup>rd</sup> Street and 57<sup>th</sup> Avenue.

**PEDESTRIAN ACCESS AND CIRCULATION**

The existing 5' wide attached sidewalks adjacent to 2<sup>nd</sup> Street Road, 3<sup>rd</sup> Street and 57<sup>th</sup> Avenue were constructed as part of the Kelly Farm Subdivision. There is an existing 6' wide detached sidewalk along 4<sup>th</sup> Street. Currently, 59<sup>th</sup> Avenue only has a bike lane. A sidewalk adjacent to 59<sup>th</sup> Avenue will be constructed with future roadway improvements.

**UTILITIES**

There are existing 8" water mains in 3<sup>rd</sup> Street, 57<sup>th</sup> Avenue and along the east side of 59<sup>th</sup> Avenue, with existing fire hydrants on 57<sup>th</sup> Avenue and 3<sup>rd</sup> Street. The locations of the fire hydrants were approved through the Kelly Farm Subdivision application and review process.

There are existing 8" sanitary sewer mains in 3<sup>rd</sup> Street, 57<sup>th</sup> Avenue, and the east side of 59<sup>th</sup> Avenue. Calculations were run to verify the wastewater flows produced by the proposed medium-density residential project are less than flows anticipated with the PUD uses.

A 30' wide exclusive water and sanitary sewer easement will be created during the subdivision application process between 2<sup>nd</sup> Street Road and 3<sup>rd</sup> Street to serve the units fronting 2<sup>nd</sup> Street Road.

Existing dry utility services near the site include Xcel Energy, Atmos Energy, CenturyLink and Comcast.

### **STORMWATER COLLECTION**

Stormwater runoff will follow the current drainage patterns using a system of swales, curb and gutter, storm drain inlets, culverts, and storm pipe collection system. The stormwater flows to the existing Kelly Farm detention pond in the northwest corner of the subdivision that was designed and constructed based on a higher impervious value for commercial property.

### **PARKING**

It is anticipated that each residential unit will have a 2-car garage and driveway for each unit. It is also anticipated that parking will be allowed on the existing local streets.

### **PHASING**

No phasing is anticipated with this project.

### **TRAFFIC IMPACT STUDY**

A traffic memorandum was prepared comparing the anticipated uses of the existing PUD and the proposed medium-density residential use. The memo found that proposed residential land use will generate less traffic than the existing PUD use. The traffic generated by the proposed residential land use can be accommodated on the current street system.

### **FLOODWAY**

According to the Federal Emergency Management Agency's Flood Insurance Rate Map (FIRM) Community Panel Number 08123C1517E, effective date January 20, 2016, the parcel is not located within any mapped floodplain, and is in Zone X, an area of minimal flood hazard.

### **OIL & GAS FACILITIES**

According to the Colorado Oil and Gas Conservation Commission maps, there are no oil and gas facilities location on the subject property.

### **RECOVERABLE GRAVEL RESOURCES**

According to "Special Publication 5-B, Atlas of Sand, Gravel, and Quarry Aggregate Resources, Colorado Front Range Counties" for Colorado Geological Survey, Department of Natural Resources, State of Colorado, published in 1974, Revised 1975, there are no recoverable aggregate resources on this property.

**COTTAGES AT KELLY FARM REZONE**  
**PROPOSED ZONING COMPATIBILITY AND RELATIONSHIP TO COMPREHENSIVE PLAN**  
**APRIL 3, 2020**

**INTRODUCTION**

The Cottages at Kelly Farm Rezone project is located on Tracts 1 and 2 of Crosier's Corner at Kelly Farm Subdivision, near the northeast corner of 59<sup>th</sup> Avenue and 4<sup>th</sup> Street in part of the Northwest Quarter of Section 3, Township 5 North, Range 66 West of the 6<sup>th</sup> P.M, City of Greeley, County of Weld, State of Colorado. The current zoning for these parcels is Planned Unit Development (PUD).

**EXISTING DEVELOPMENT**

The combined acreage of Tracts 1 and 2 is 12.12 acres. The tracts are currently vacant. The site is bordered by 4<sup>th</sup> Street to the south, 59<sup>th</sup> Avenue to the west, 57<sup>th</sup> Avenue to the east, and open space and existing single-family residential homes to the north of the subject property.

**PROPOSED DEVELOPMENT**

The proposed project will change the zoning from PUD, with commercial uses and townhome units, to Residential Medium Density (R-M) containing a combination of 31 single-family, duplex and townhome units.

This proposed zoning is compatible with the surrounding area. There are existing duplex units on the east side of 57<sup>th</sup> Avenue north of 3<sup>rd</sup> Street, existing townhomes on the east side of 57<sup>th</sup> Avenue south of 3<sup>rd</sup> Street, and existing single-family homes on the south side of 4<sup>th</sup> Street and north of the subject property.

Rezoning the property will remove the commercial uses currently allowed and reduce the zoning to medium-density residential use on the subject property.

**RELATIONSHIP TO THE COMPREHENSIVE PLAN GOALS AND POLICIES**

Goal GC-2: Promote a balanced mix and distribution of land uses.

- Implementation GC-2.1: Update the Development Code and/or amend the zoning map so that zoning districts are consistent with the Land Use Guidance Map.
  - The Land Use Guidance Map shows the subject parcel as "Suburban" rather than the current existing PUD/Mixed Use zoning.

Goal GC-4: Prioritize infill and redevelopment.

- Implementation of GC-4.1: Assess and amend as needed the Development Code and other City regulations related to infill development and redevelopment to protect the existing neighborhood areas.
  - Site design and building massings and forms that are compatible with or complimentary of the surrounding neighborhood
    - The proposed duplex and townhome units are compatible with the duplex and townhome units east of 57<sup>th</sup> Avenue.
  - The development of a diverse range of higher-density housing types, not just multi-family apartment buildings.
    - The proposed duplex and townhome units are multi-family but not as high-density as apartment buildings
- This property has been zoned PUD for the past 15 years but hasn't been developed

# COTTAGES AT KELLY FARM REZONE MAP

TRACT 1 AND TRACT 2, CROSIER'S CORNER AT KELLY FARM SUBDIVISION AND ADJACENT HALF-WIDTH OF RIGHT OF WAY LOCATED IN THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 5 NORTH, RANGE 66 WEST OF THE 6TH P.M., CITY OF GREELEY, COUNTY OF WELD, STATE OF COLORADO



SYMBOL LEGEND	
	FOUND PROPERTY MONUMENT
	SECTION CORNER
	CALCULATED POSITION

LINE LEGEND	
	SECTION LINE
	RIGHT OF WAY LINE
	BOUNDARY LINE
	PROPERTY LINE
	ROAD CENTERLINE
	EASEMENT LINE

**PROPERTY DESCRIPTION**

A parcel of land being Tract 1 and Tract 2 of Crosier's Corner at Kelly Farm Subdivision recorded January 18, 2000 as Reception No. 2744996 of the Records of Weld County, and those portions of 57th Avenue, 59th Avenue, 2nd Street Road, 3rd Street and 4th Street adjoining to said Tract 1 and Tract 2, all situate in the Northwest Quarter (NW1/4) of Section Three (3), Township Five North (T.5N.), Range Sixty-six West (R.66W.), Sixth Principal Meridian (6th P.M.), City of Greeley, County of Weld, State of Colorado, more particularly described as follows:

BEGINNING at the West Quarter Corner of said Section 3 and assuming the West line of the Northwest Quarter of said Section 3 to bear North 03°04'59" East a distance of 2977.14 feet with all other bearings contained herein relative thereto:

- THENCE North 03° 04' 59" East along the West line of said Northwest Quarter and along the West line of said Crosier's Corner at Kelly Farm Subdivision a distance of 1049.01 feet to the Westerly prolongation of the Northerly line of Tract 1.
- THENCE South 86° 55' 01" East along said prolongation of the Northerly line of Tract 1 a distance of 197.66 feet to the centerline of 57th Avenue.
- The following Four (4) courses are along the centerline of said 57th Avenue:
- THENCE North 62° 11' 55" East a distance of 20.00 feet;
- THENCE South 27° 48' 05" East a distance of 881.27 feet;
- THENCE along the arc of a curve concave to the Southwest a distance of 141.62 feet, said curve has a Radius of 300.00 feet, a Delta of 27° 02' 54" and is subtended by a Chord bearing South 14° 16' 38" East a distance of 140.31 feet;
- THENCE South 00° 45' 11" East a distance of 121.23 feet to the Southerly line of said Crosier's Corner at Kelly Farm Subdivision and the South line of the Northwest Quarter of said Section 3.
- THENCE South 89° 14' 49" West along said South line of the Northwest Quarter of Section 3 a distance of 718.78 feet to the POINT OF BEGINNING.

Said described parcel of land contains 12.12 acres, more or less.

**NOTES:**

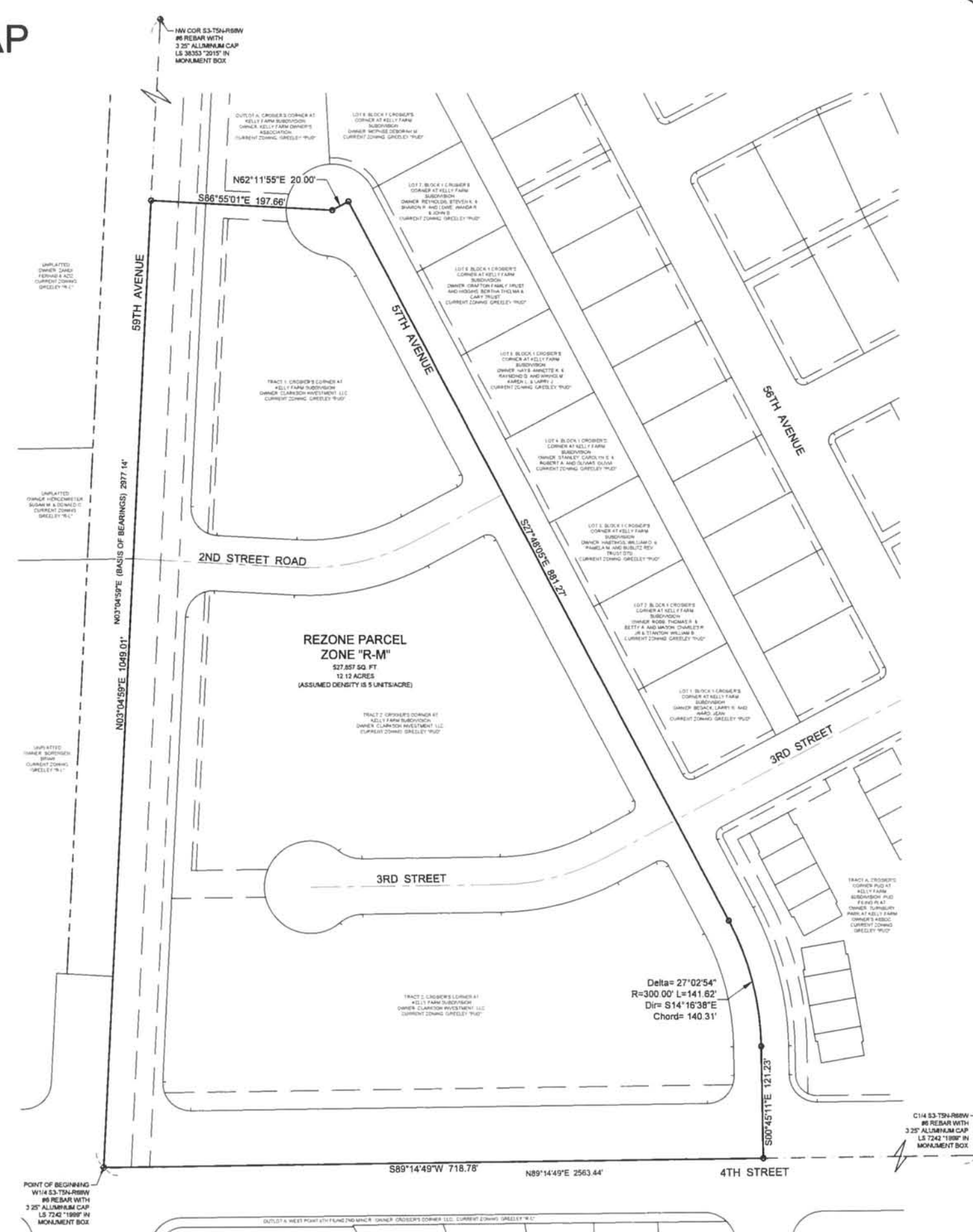
- The lineal unit of measurement for this survey is U.S. Survey Feet.
- The Basis of Bearings is the West line of the Northwest Quarter of Section 3 as bearing North 03°04'59" East, and monumented as shown on drawing.

**SURVEYING CERTIFICATE**

I, Steven A. Lund, a Registered Professional Land Surveyor in the State of Colorado, do hereby state that this REZONE MAP was prepared under my personal supervision and checking, and that it is true and correct to the best of my knowledge and belief.



For and on behalf of Northern Engineering Services, Inc.  
Steven A. Lund  
Registered Professional Land Surveyor LS 34995



**NOTICE:**  
According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years after the date of the certificate shown herein.

SECTION: 3  
TOWNSHIP: 5 N  
RANGE: 66 W of the 6th P.M.

**NORTHERN ENGINEERING**  
919.221.4148  
FOUR COLLINS, 301 North Nevada Street, Suite 100, GREELEY, CO 80639

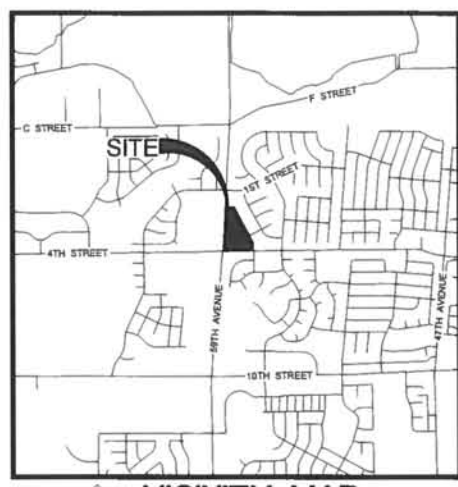
DATE: 05/22/2019  
SCALE: 1" = 80'  
PROJECT: 1643-001  
CLIENT:  
DRAWN BY: A. Lund  
REVISIONS BY:

COTTAGES AT KELLY FARM REZONE MAP  
TRACT 1 & 2, CROSIER'S CORNER AT KELLY FARM SUB, GREELEY, COLORADO

Sheet 1  
Of 1 Sheets

# COTTAGES AT KELLY FARM SITE ANALYSIS MAP

TRACT 1 AND TRACT 2, CROSIER'S CORNER AT KELLY FARM SUBDIVISION  
AND ADJACENT HALF-WIDTH OF RIGHT OF WAY  
LOCATED IN THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 5 NORTH,  
RANGE 66 WEST OF THE 6TH P.M., CITY OF GREELEY,  
COUNTY OF WELD, STATE OF COLORADO



VICINITY MAP  
1" = 2000'

**SYMBOL LEGEND**

	FOUND PROPERTY MONUMENT
	SECTION CORNER
	CALCULATED POSITION

**LINE LEGEND**

	SECTION LINE
	RIGHT OF WAY LINE
	BOUNDARY LINE
	PROPERTY LINE
	ROAD CENTERLINE
	EASEMENT LINE

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**THENCE** North 03° 04' 59" East along the West line of said Northwest Quarter and along the West line of said Crosier's Corner at Kelly Farm Subdivision a distance of 1049.01 feet to the Westerly prolongation of the Northerly line of Tract 1;

**THENCE** South 86° 55' 01" East along said prolongation of the Northerly line of Tract 1 a distance of 197.66 feet to the centerline of 57th Avenue;

The following Four (4) courses are along the centerline of said 57th Avenue

**THENCE** North 62° 11' 55" East a distance of 20.00 feet;

**THENCE** South 27° 48' 05" East a distance of 881.27 feet;

**THENCE** along the arc of a curve concave to the Southwest a distance of 141.62 feet, said curve has a Radius of 300.00 feet, a Delta of 27° 02' 54" and is subtended by a Chord bearing South 14° 16' 38" East a distance of 140.31 feet;

**THENCE** South 00° 45' 11" East a distance of 121.23 feet to the Southerly line of said Crosier's Corner at Kelly Farm Subdivision and the South line of the Northwest Quarter of said Section 3;

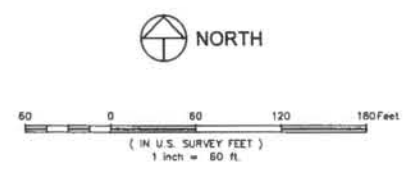
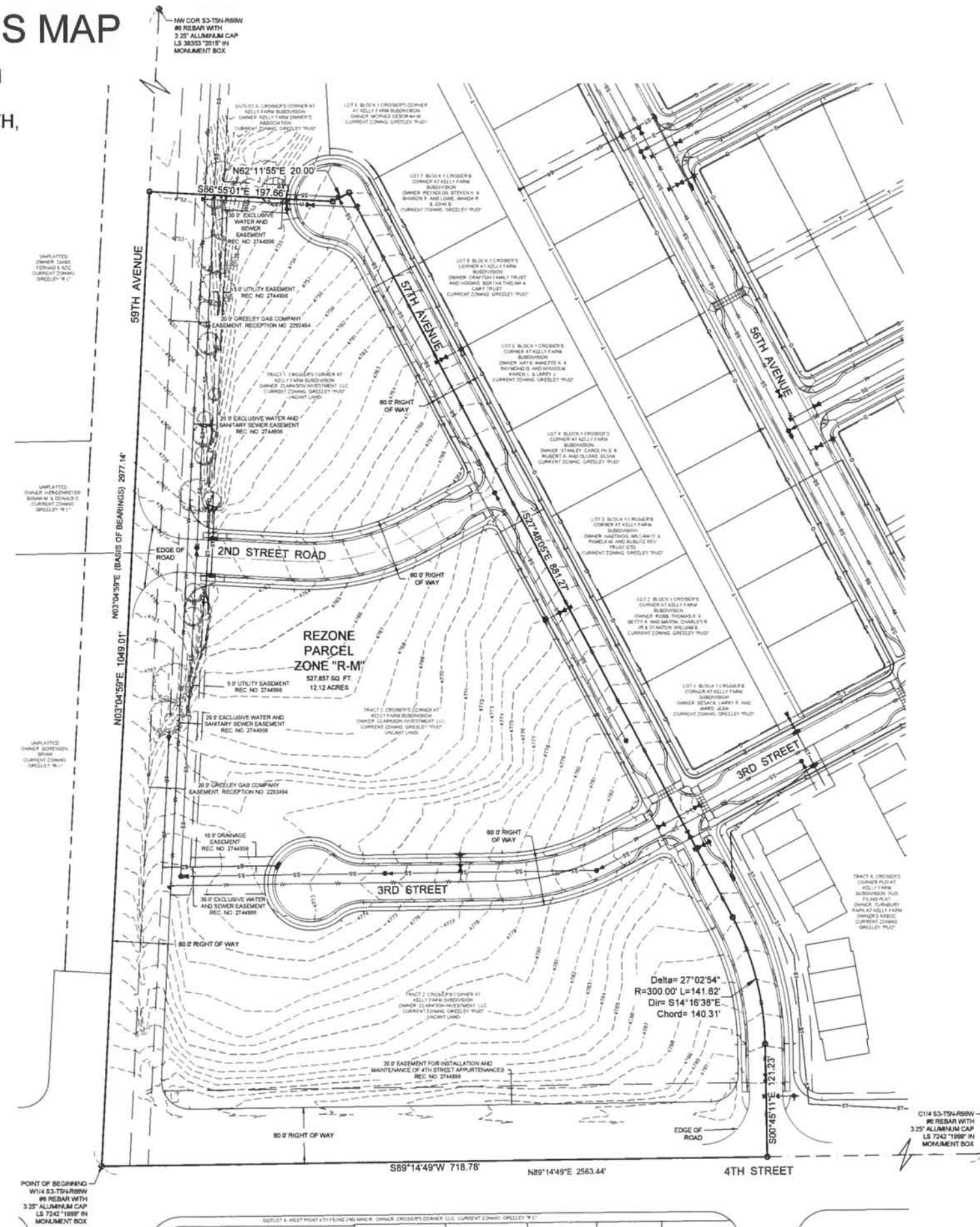
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Said described parcel of land contains 12.12 acres, more or less

**NOTES:**

1) The lineal unit of measurement for this survey is U. S. Survey Feet.

2) The Basis of Bearings is the West line of the Northwest Quarter of Section 3 as bearing North 03°04'59" East, and monumented as shown on drawing.



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SECTION: 3  
TOWNSHIP: 5 N  
RANGE: 66 W of the 6th PM

**NORTHERN ENGINEERING**  
N E  
1070221-4188  
1000 COLLEGE BLVD NORTH WARRIOR SPRING, COLORADO 80552  
PROJECT: 1843-001

DATE: 05/28/2019  
SCALE: 1" = 60'  
DRAWN BY: A. LUND  
REVIEWED BY: S. LUND

COTTAGES AT KELLY FARM SITE ANALYSIS MAP  
TRACT 1 & 2, CROSIER'S CORNER AT  
KELLY FARM SUB, GREELEY, COLORADO

Sheet  
1  
Of 1 SHEETS



# COTTAGES AT KELLY FARM ZONING SUITABILITY MAP

TRACT 1 AND TRACT 2, CROSIER'S CORNER AT KELLY FARM SUBDIVISION  
AND ADJACENT HALF-WIDTH OF RIGHT OF WAY  
LOCATED IN THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 5 NORTH,  
RANGE 66 WEST OF THE 6TH P.M., CITY OF GREELEY,  
COUNTY OF WELD, STATE OF COLORADO



VICINITY MAP  
1" = 2000'

SYMBOL LEGEND	
(Symbol: Circle with dot)	FOUND PROPERTY MONUMENT
(Symbol: Square with dot)	SECTION CORNER
(Symbol: Circle with cross)	CALCULATED POSITION

LINE LEGEND	
(Symbol: Dashed line)	SECTION LINE
(Symbol: Solid line)	RIGHT OF WAY LINE
(Symbol: Dotted line)	BOUNDARY LINE
(Symbol: Solid line with dots)	PROPERTY LINE
(Symbol: Solid line)	ROAD CENTERLINE
(Symbol: Dashed line)	EASEMENT LINE
(Symbol: Dashed line)	PROPOSED BUILDING ENVELOPE
(Symbol: Arrow)	DRAINAGE PATTERN ARROW

**PROPERTY DESCRIPTION**

A parcel of land being Tract 1 and Tract 2 of Crosier's Corner at Kelly Farm Subdivision recorded January 18, 2000 as Reception No 2744996 of the Records of Weld County, and those portions of 57th Avenue, 59th Avenue, 2nd Street and 4th Street adjoining said Tract 1 and Tract 2, all situate in the Northwest Quarter (NW1/4) of Section Three (3), Township Five North (T.5N.), Range Sixty-six West (R.66W.), Sixth Principal Meridian (6th P.M.), City of Greeley, County of Weld, State of Colorado, more particularly described as follows:

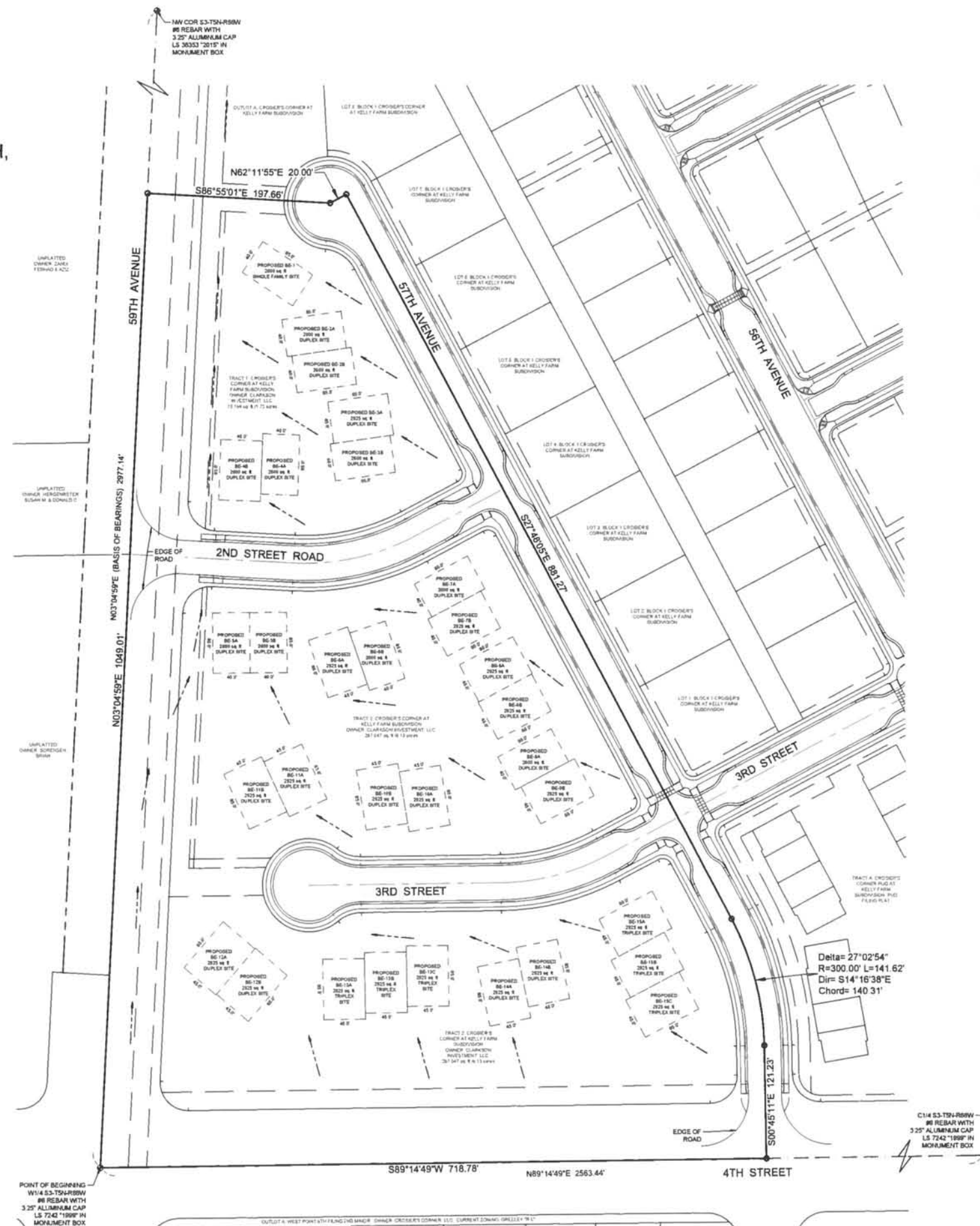
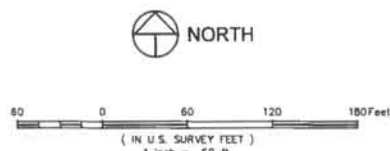
BEGINNING at the West Quarter Corner of said Section 3 and assuming the West line of the Northwest Quarter of said Section 3 to bear North 03°04'59" East a distance of 2977.14 feet with all other bearings contained herein relative thereto:

THENCE North 03° 04' 59" East along the West line of said Northwest Quarter and along the West line of said Crosier's Corner at Kelly Farm Subdivision a distance of 1049.01 feet to the Westerly prolongation of the Northerly line of Tract 1;  
 THENCE South 86° 55' 01" East along said prolongation of the Northerly line of Tract 1 a distance of 197.66 feet to the centerline of 57th Avenue.  
 The following Four (4) courses are along the centerline of said 57th Avenue  
 THENCE North 62° 11' 55" East a distance of 20.00 feet.  
 THENCE South 27° 48' 05" East a distance of 881.27 feet.  
 THENCE along the arc of a curve concave to the Southwest a distance of 141.62 feet, said curve has a Radius of 300.00 feet, a Delta of 27° 02' 54" and is subtended by a Chord bearing South 14° 16' 38" East a distance of 140.31 feet.  
 THENCE South 00° 45' 11" East a distance of 121.23 feet to the Southerly line of said Crosier's Corner at Kelly Farm Subdivision and the South line of the Northwest Quarter of said Section 3.  
 THENCE South 89° 14' 49" West along said South line of the Northwest Quarter of Section 3 a distance of 718.78 feet to the POINT OF BEGINNING

Said described parcel of land contains 12.12 acres, more or less.

**NOTES:**

- The lineal unit of measurement for this survey is U. S. Survey Feet.
- The Basis of Bearings is the West line of the Northwest Quarter of Section 3 as bearing North 03°04'59" East, and monumented as shown on drawing.



**NOTICE:**  
According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years after the date of the certificate showing hereon.

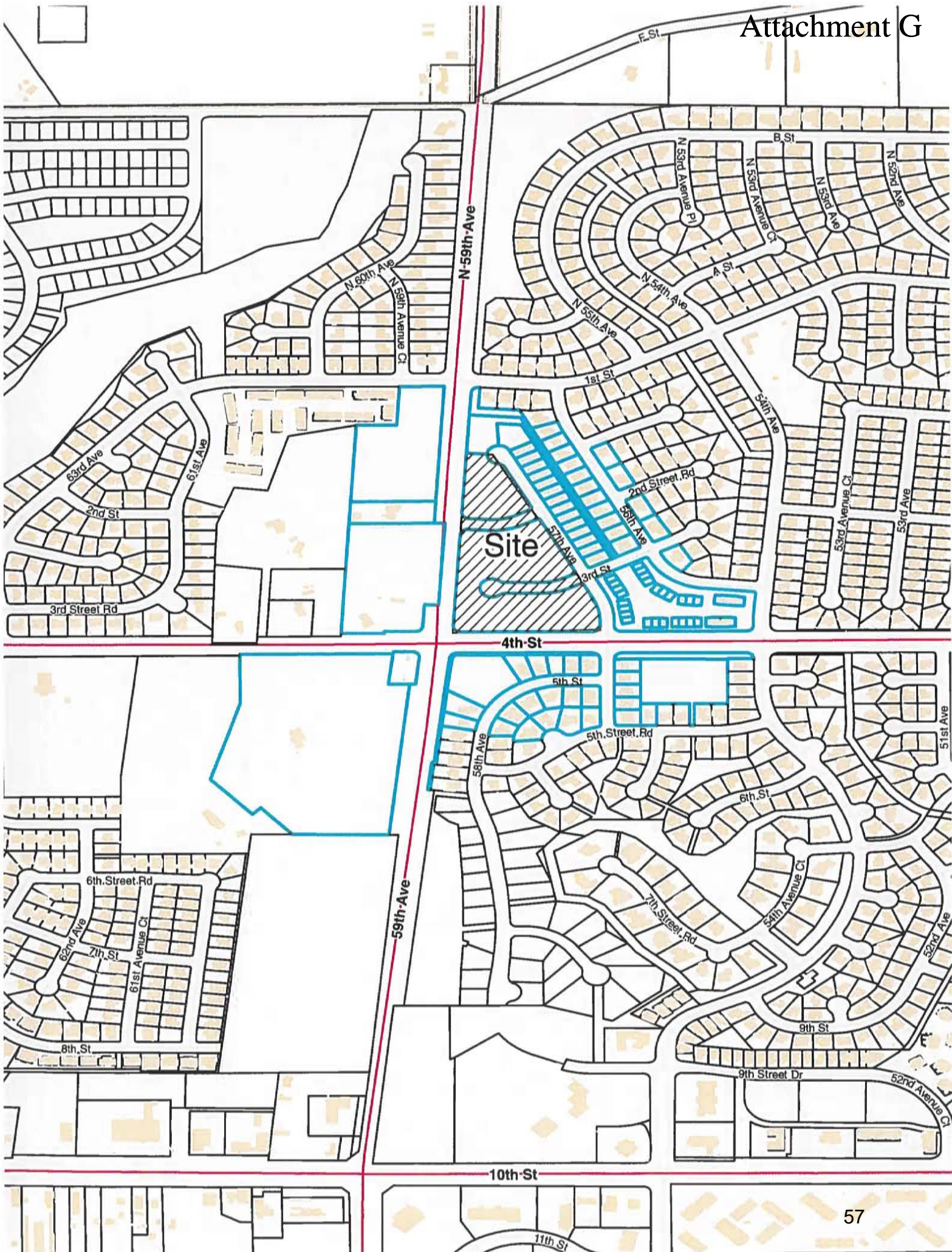
SECTION: 3  
TOWNSHIP: 5 N  
RANGE: 66 W of the 6th PM

**NORTHERN ENGINEERING**  
NE  
192221.4188  
4001 W. 10th Street, Suite 100, Greeley, CO 80639  
970.762.1111

DATE: 05/28/2018  
PROJECT: 1643-001  
CLIENT:  
DRAWN BY: A. Lind  
SCALE: 1" = 60'  
REVIEWED BY: S. Lund

ZONING SUITABILITY MAP  
TRACT 1 & 2, CROSIER'S CORNER AT  
KELLY FARM SUB, GREELEY, COLORADO

Sheet  
1  
Of 1 Sheets



# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 14**

### Title

Pulled Consent Agenda Items

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 15**

Key Staff Contact: Roy Otto, City Manager, 970-350-9750

### Title:

COVID-19 Update

### Summary:

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

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 16**

Key Staff Contact: Dale Lyman, Fire Chief, 970-350-9511

**Title:**

Consideration of a resolution of the City Council of the City of Greeley, Colorado, extending the City of Greeley Local Disaster Declaration of March 16, 2020 (updated on April 21, 2020) related to COVID-19

**Summary:**

The Regional FEMA grant expert has advised the Greeley Office of Emergency Management (OEM) that it would be best to stay under a Local Disaster Emergency (LDE) Declaration for FEMA Public Assistance grant funding and reimbursements. The City of Greeley is still in a Response Phase with the operation of the Personal Isolation Facility (PIF), an alternative care facility for the COVID-19 positive homeless community. The PIF is scheduled to be operational until August 7, 2020. Under the declaration, the City is also able to request reimbursement for first responder and critical infrastructure employee backfill when City employees need to be in quarantine or isolation for COVID-19. The current City declaration is due to expire on June 2, 2020.

**Fiscal Impact:**

Does this item create a fiscal impact on the City of Greeley?	Yes
If yes, what is the initial, or, onetime impact?	Federal Grant Funding
What is the annual impact?	Unknown
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	Yes
If yes, does this grant require a match?	Yes
Is this grant onetime or ongoing?	Ongoing
Additional Comments:	

**Legal Issues:**

None.

**Other Issues and Considerations:**

None.

**Applicable Council Priority and Goal:**

Image: Reinforce Greeley's vision as an attractive and vibrant community in which to live, learn, work and play.

*Safety:* Manage the health, safety and welfare in a way that promotes a sense of security and well-being for residents, businesses and visitors.

*Economic Health & Development:* Foster and maintain public and private investment in business development.

*Infrastructure & Growth:* Establish the capital and human infrastructure to support and maintain a safe, competitive, appealing and successful community.

**Decision Options:**

- 1) Adopt the resolution as presented; or
- 2) Amend the resolution and adopt as amended; or
- 3) Deny the resolution; or
- 4) Continue consideration of the resolution to a date certain.

**Council's Recommended Action:**

A motion to adopt the Resolution.

**Attachments:**

Resolution

**CITY OF GREELEY, COLORADO  
RESOLUTION NO. \_\_\_\_\_, 2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREELEY,  
COLORADO, EXTENDING THE CITY OF GREELEY LOCAL DISASTER  
DECLARATION OF MARCH 16, 2020 RELATED TO COVID-19**

WHEREAS, on March 16, 2020, pursuant to C.R.S. § 24-33.5-709, and the emergency management and operations plans and resolutions of the City of Greeley, Colorado, Mayor John Gates declared a local disaster emergency due to the occurrence of an imminent threat of widespread or severe damage, injury or loss of life or property resulting from the Coronavirus disease 2019 (COVID-19) requiring emergency action to avert danger or damage within the City of Greeley, and requiring activation of State and Federal assistance programs; and

WHEREAS, Pursuant to C.R.S. § 24-33.5-709 (1), the declaration may be continued or renewed for a period in excess of seven days with the consent of the City Council; and

WHEREAS, on March 17, 2020 the City Council ratified the Declaration of Local Disaster Emergency and extended it until April 21, 2020;

WHEREAS, on April 21, 2020 the City Council renewed the Declaration of Local Disaster Emergency and extended it until June 2, 2020; and

WHEREAS, the COVID-19 pandemic is on-going and therefore, the City Council finds that it is appropriate and in the interests of the public health, safety, and welfare; and to further property protection, for the City Council to extend the Local Disaster Declaration until such time as the City Council terminates such declaration.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:

Section 1. That the City Council hereby confirms, determines, and declares that there is a local disaster in Greeley, Colorado, to wit, the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from COVID-19, including the presence and likelihood of additional cases, requiring emergency action to avert danger or damage.

Section 2. That the effect of this resolution shall be to continue the Local Disaster Declaration signed by Mayor Gates on March 16, 2020, which is attached hereto as Exhibit A and incorporated herein by this reference. Further, this declaration shall authorize the continued response and recovery aspects of any and all applicable local and interjurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance under such plans.

Section 3. That the City Manager is directed and authorized to continue coordination with internal and external partners and to direct city staff as appropriate and necessary to address the local disaster emergency.

Section 4. That the City Council directs the City Manager to implement steps for long term continuity of government services.

Section 5. That the City Council hereby hereby extends the Local Disaster Declaration for an additional 35 days until August 7, 2020 at which time City Council may resolve to extend the Local Disaster Declaration for an additional period.

Section 6. That the City Clerk is directed to ensure this resolution and declaration is promptly filed with the appropriate authorities.

SIGNED AND EFFECTIVE THIS \_\_\_\_\_ DAY OF JUNE, 2020.

THE CITY OF GREELEY, COLORADO

ATTEST:

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Clerk



**LOCAL DISASTER DECLARATION**

WHEREAS, on March 16, 2020, the City of Greeley Office of Emergency Management (OEM) advised the Greeley City Council of a disaster (as that term is defined in the Colorado Disaster Emergency Act, C.R.S. §24-33.5-702, *et seq.*) currently present in the City of Greeley, to wit, the occurrence of an imminent threat of widespread or severe damage, injury or loss of life or property resulting from the Coronavirus disease 2019 (COVID-19) requiring emergency action to avert danger or damage within the City of Greeley, and requiring activation of State and Federal assistance programs; and

WHEREAS, the Governor of Colorado, by Executive Order D 2020 03, has declared a statewide disaster emergency due to the presence of COVID-19 in the state. The Executive Order identifies the potential for community spread and, among other things, activates disaster response and recovery aspects of applicable state, local and inter-jurisdictional disaster emergency plans.

WHEREAS, the Office of Emergency Management (OEM) has recommended that the City Council declare a local disaster due to the presence of COVID-19 in the community; and

WHEREAS, pursuant to C.R.S. §24-33.5-709 and the Emergency Management Resolution of Greeley, Colorado, the City Council has authorized the Mayor to declare a **local disaster emergency**.

Now therefore be it resolved that:

1. There is hereby declared to be a local disaster in the City of Greeley, Colorado, due to the imminent threat of widespread or severe damage, injury, or loss of life or property, due to the presence and spread of COVID-19 requiring activation of State and Federal assistance programs.

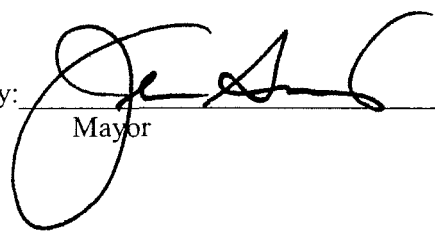
2. The effect of this declaration shall be to activate the recovery aspects of any and all applicable local and inter-jurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance under such plan.

3. The effect of this declaration hereby provides access to and spending of all emergency funds for response, recovery, aid, and assistance for this local disaster held by the City in accordance with Article 10, Section 20 of the Colorado Constitution.

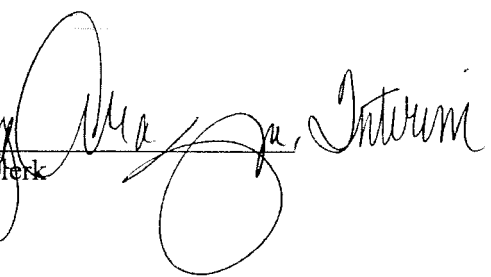
4. Be it further resolved that this declaration shall be effective upon the date and time given below, and shall remain in effect for a period not to exceed 7 days thereafter except by or with the consent of a majority of the members of the City Council. True copies of this declaration shall be filed promptly with the Colorado Office of Emergency Management (OEM) (within the Division of Homeland Security and Emergency Management (DHSEM)) and with the City Clerk and shall be promptly distributed to the appropriate representatives of the news media.

SIGNED AND EFFECTIVE THIS 16<sup>th</sup> DAY OF March, 2020, AT 9:31 A.M.

THE CITY OF GREELEY, COLORADO

By:   
Mayor



  
Interim City Clerk

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 17**

Key Staff Contact: Ben Snow, Economic Health & Housing Director

Title:

Consideration of a Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Action Plan, including Amendment 1 to the Citizen Participation Plan, specific to CARES Act Funding

Summary:

By letter dated April 2, 2020, Mayor John Gates was notified that the City of Greeley would receive \$493,277 in CARES Act funding through Community Development Block Grant-Coronavirus (CDBG-CV) funds. The grant is specifically to prepare for, prevent, and respond to the COVID-19 pandemic.

While the Federal Register and regulation guidance have not been finalized by HUD, the CARES Act included the following, which are changes to what is normally required with CDBG funds. Amendment 1 to the Citizen Participation Plan and the Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Action Plan incorporate the following:

- Allow for virtual public hearings to comply with national and local social gathering and stay-at-home orders, as long as the public is notified of how to make comment during the hearing.
- Reduction in what is considered "reasonable notice" when notifying the public of comment periods and public hearings
- Reduction in the public comment period from 30 days to five (5) days.
- Eliminated the cap on the amount of funds a grantee can spend on public services (for CDBG grant years 2019 and 2020 and CDBG-CV funds only). The cap is generally 15%.
- Allowed for grantees to be reimbursed COVID-19 response activities from the date of the Local Disaster Declaration for the COVID-19 pandemic.

The Substantial Amendment adds three priorities to utilize the CDBG-CV funds:

- a. Support public services that exist specifically for or that are experiencing higher costs specifically attributable to COVID-19 as a response to the COVID-19 pandemic, particularly those that provide a service(s) for homeless, low-moderate-income, underserved, and special needs residents. These activities will meet the Benefit to Low-Moderate-Income National Objective.
- b. Provide support to public services meeting the Urgent Need National Objective. When implementing a public service activity where income verification is not feasible, it will be conducted as an Urgent Need activity, subject to the HUD-required cap on Urgent Need activities. (See Attachment A-Justification of an Urgent Need activity.)
- c. Provide emergency rental assistance as a response to the COVID-19 pandemic.

It also adds the CDBG-CV funds as a resource available in 2020, identifies activities that will/could occur under each priority, and adds goals associated with those activities. While not all of the specific activities that are expected to utilize the funds are identified, three are. Approval of the Substantial Amendment includes approval of those three activities: The Personal Isolation Facility at 622 23rd Street, Greeley, the move and time extension for the Cold Weather Shelter, and an emergency rent assistance activity. Other activities will be identified and approved for funding at a later date.

If the Federal Register and regulatory guidance from HUD is different than what has been provided to date, there may need to be changes to the Substantial Amendment. The decision was made to move forward with the guidance received to date. Approval of the Substantial Amendment will allow the City to formally apply to HUD for the CDBG-CV funds.

**Fiscal Impact:**

Does this item create a fiscal impact on the City of Greeley?	Yes; it is an additional entitlement grant available to the City, specific to COVID-19 pandemic.
If yes, what is the initial, or, onetime impact?	\$493,277
What is the annual impact?	N/A
What fund of the City will provide Funding?	N/A
What is the source of revenue within the fund?	U. S. Dept. of Housing & Urban Development
Is there grant funding for this item?	Yes, this is a HUD grant
If yes, does this grant require a match?	No
Is this grant onetime or ongoing?	One-time
Additional Comments:	

**Legal Issues:**

None.

**Other Issues and Considerations:**

None.

**Applicable Council Priority and Goal:**

Infrastructure & Growth: Public facilities & equipment; social infrastructure support

**Decision Options:**

1. Approve the Substantial Amendment with noted activities and Amended Citizen Participation Plan as presented; or
2. Amend either the Substantial Amendment or the Citizen Participation Plan and adopt as amended; or
3. Continue consideration of the items to the next regular Council meeting.

**Council's Recommended Action:**

A motion to accept the Substantial Amendment, including the three specific activities identified and the Amended Citizen Participation Plan.

**Attachments:**

Substantial Amendment for the CARES Act Funding, including the Amended Citizen Participation Plan



**CITY OF GREELEY, COLORADO**

**CARES ACT FUNDS SUBSTANTIAL AMENDMENT  
TO THE 2020-2024 CONSOLIDATED PLAN and  
2020 ANNUAL ACTION PLAN  
INCLUDING THE AMENDED CITIZEN PARTICIPATION PLAN**

Public Comment Period – May 28, 2020 – June 1, 2020

Prepared by the Greeley Urban Renewal Authority  
1100 10<sup>th</sup> Street, Suite 201  
Greeley, CO 80631  
Benjamin L. Snow, Economic Health and Housing Director

Contact Information  
J. R. Salas, GURA Manager  
970-350-9380  
j.r.salas@greeleygov.com

# DRAFT

## **CARES ACT SUBSTANTIAL AMENDMENT TO THE 2020-2024 CONSOLIDATED PLAN AND 2020 ACTION PLAN TO ADD COMMUNITY DEVELOPMENT BLOCK GRANT-CORONAVIRUS (CDBG-CV) FUNDS AND ACTIVITIES**

On March 27, 2020, the United States Congress passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), H.R. 748. The bill provided \$5 billion in Community Development Block Grant (CDBG) funds to rapidly respond to COVID-19. This Substantial Amendment was drafted with the knowledge and guidance available on May 8, 2020 and prior to publication of the Federal Register for these funds and pre-formal guidance from the U. S. Department of Housing and Urban Development.

The City of Greeley will receive \$493,277 in Community Development Block Grant-Coronavirus (CDBG-CV) funding. A Substantial Amendment to a City Consolidated Plan and Annual Action Plan is required; the 2020-2024 Consolidated Plan and 2020 Action Plan are being amended here to satisfy that requirement.

Any reference to “Substantial Amendment” in this document is specifically for CARES Act Funds.

Substantial Amendments are required to follow the City’s Citizen Participation Plan, which, under normal circumstances by City policy, requires a public comment period for the Substantial Amendment of 30 days and 10 days’ notice of upcoming comment periods and public hearings. However, to more quickly implement the funds and activities of the CDBG-CV, the U. S. Department of Housing and Urban Development (HUD) offered Consolidated Plan Requirement waivers associated with public comment periods and what constitutes “reasonable notice”. (CPD Waiver dated March 31, 2020.) The City requested those waivers by email to HUD (headquarters and Denver office) April 30, 2020, with acknowledgement that the waiver request was received from Kathleen Burke, CPD Director in Denver on April 30, 2020. The City thus, with Greeley City Council approval, will amend its Citizen Participation Plan, which is an attachment to the Substantial Amendment, for using CDBG-CV funds as follows:

- The 30-day comment period is reduced to five days.
- “Reasonable notice” requirements are reduced from 10-days prior to the start of a public comment period/public hearing to five days.
- Virtual public hearings, to comply with federal and local orders (social distancing, stay-at-home, etc.) are allowable and how notice will be provided is a part of the Citizen Plan Amendment.

At this time, the Federal Register and final guidance from HUD has not been provided; the Substantial Amendment is drafted with the guidance from HUD that has been available, including that the CDBG-CV funds allocated under the CARES Act must be used for preparation for, prevention of, and response to the COVID-19. All CDBG-CV activities must still meet a National Objective of the CDBG Program:

- Benefit low-and-moderate income people (minimum of 70% of the CDBG-CV grant)
- Aid in the prevention or elimination of slum or blight
- Meet an urgent need

### **Other Administrative Changes**

The CARES act bill included the following administrative changes

- Elimination of the cap on the amount of funds a grantee can spend on public services (for CDBG grant years 2019 and 2020 and CDBG-CV funds only). The cap is generally 15%.
- Allowed for grantees to be reimbursed COVID-19 response activities regardless of the date the costs were incurred.

### **Consultation**

The consultations requirement for the Consolidated Plan were met prior to its submittal to HUD on March 31, 2020. However, due to the nature of the needs for which CDBG-CV funds are to be used, City staff, including the City's Office of Emergency Management staff, has been in frequent consultation with the Weld County Health Department, non-profit agencies currently operating shelters and service for Greeley's homeless population, and other non-profit agencies who provide services to low-moderate-income residents to determine the highest and best needs for the CDBG-CV funds.

### **Amendments to the Consolidated Plan to Address the COVID-19 Pandemic**

#### **1. Add Priorities**

**HIGH** priorities added

- a. Support public services that exist specifically for or that are experiencing higher costs specifically attributable to COVID-19 as a response to the COVID-19 pandemic, particularly those that provide a service(s) for homeless, low-moderate-income, underserved, and special needs residents. These activities will meet the Benefit to Low-Moderate-Income National Objective.
- b. Provide support to public services meeting the Urgent Need National Objective. When implementing a public service activity where income verification is not feasible, it will be conducted as an Urgent Need activity, subject to the HUD-required cap on Urgent Need activities. (See Attachment A-Justification of an Urgent Need activity.)
- c. Provide emergency rental assistance as a response to the COVID-19 pandemic.

#### **2. Amend Available Resources**

This CARES Act Substantial Amendment adds the CDBG-CV grant as a resource and allocates the funds, as noted in the table below. The Citizen Participation Plan allows for a 10% change (\$49,327) within the noted budgets without further amendment to the Consolidated Plan or Annual Action Plan. Due to the unknown nature of COVID-19 and needed responses, it is anticipated the 10% allowance for change will be implemented as needed within the activities noted.

<b>CDBG-CV Uses</b>	<b>Budget by Priority</b>	<b>Budget by Activity</b>
<b>Administration</b> – (approximately 17% of an allowable 20%)	<b>89,777</b>	89,777
Administration		
<b>Priority A**</b>	<b>\$165,660</b>	
Identified activity Priority A – Move and extension of Cold Weather Shelter		131,500
Unidentified activities under Priority A		34,160
<b>Priority B</b>	<b>37,840</b>	
Identified activity under this priority – Personal Isolation Facility services		37,840
<b>Priority C</b>	<b>200,000</b>	
Emergency Rental Assistance, COVID-19-related		200,000
<b>CDBG-CV</b>	<b>\$493,277</b>	

\*\* If all costs budgeted as part of the Move and Extension of the Cold Weather Shelter are not eligible, or if actual costs come in less than what was budgeted, the difference will drop into the “Unidentified Activities Under Priority A” general budget. Additionally, if more funding is needed for the noted activity, the budget will increase and the “Unidentified Activities Under Priority A will be reduced.

### 3. Add Goals to the Consolidated Plan and 2020 Action Plan

<b>Priority Need/Activities</b>	<b>Goal</b>
<b>Urgent Need Public Service</b>	
<ul style="list-style-type: none"> <li>Support the services for 30 Personal Isolation Units</li> </ul>	1 public service; 180 people (dependent on the continuation of COVID-19)
<b>Public Service Grants</b>	
<ul style="list-style-type: none"> <li>Support costs and services for homeless shelter</li> </ul>	1 public service; 200 people
<ul style="list-style-type: none"> <li>Support public services that exist specifically for or that are experiencing higher costs specifically attributable to COVID-19 as a response to the COVID-19 pandemic, particularly those that provide a service(s) for homeless, low-moderate-income, underserved, and special needs residents. These activities will meet the Benefit to Low-Moderate-Income National Objective.</li> </ul>	4 agencies; 200 people
<ul style="list-style-type: none"> <li>Provide rental assistance</li> </ul>	100 households

#### **Citizen Participation**

The City is required to consult the public in the manner described in its Citizen Participation Plan, as amended, to address priorities added to the Consolidated Plan utilizing CDBG-CV. The Public was consulted in the following manner:

- The Substantial Amendment will be available for review by the general public for a five-day period beginning 8:00 a.m. May 28, 2020 and ending at 5:00 p.m. on June 1, 2020. Notice of the comment period will be provided through legal ads in the Greeley Tribune (published May 20, 2020 in English and Spanish) and on the City’s website – [www.greeleygov.com](http://www.greeleygov.com).
- The Citizens Committee for Community Development members were notified by telephone and/or email on May 21, 2020 of the availability of the amendment to the Citizen Participation Plan and Substantial Amendment on the site noted above and were asked to provide written comments, if they so choose.



- The Amendment was provided to other City CDBG-interested agencies (in general, agencies which have applied for or are interested in CDBG funds) and other City department contacts. Written comments were requested.
- Written comments to the Plan changes will be accepted during the comment period noted above, or by comment at one of the public hearings described below:

### **Public Hearings**

Two public hearings will be/were held, per the City’s Citizen Participation Plan, as noted below. A copy of each public hearing ad will be attached to the Substantial Amendment when available.

- **First Public Hearing** – GURA Board of Commissioners: Published May 20, 2020; public hearing date May 27, 2020 at 3:30 p.m.
- **Second Public Hearing** – Greeley City Council: Published May 20, 2020; public hearing date June 2, 2020 at 6:00 p.m.

### **Public Comment Received**

*Enter any public comments received here on use of funds*

*Enter any public comment received here on amendment to Citizen Participation Plan*

### **Approvals**

*The following approvals are anticipated.*

- Approval to recommend the Substantial Amendment, with the amended Citizen Participation Plan as an attachment, to the Greeley City Council was given on May 27, 2020 by the GURA Board of Commissioners.
- Approval to the Substantial Amendment, with amended Citizen Participation Plan attached, was given by the Greeley City Council on June 2, 2020.

### **References**

- City of Greeley Consolidated Plan for Years 2020 -2024 and 2020 Action Plan and Draft of the Substantial Amendment, link: [www.greeleygov.com/services/ehh/greeley-urban-renewal-authority](http://www.greeleygov.com/services/ehh/greeley-urban-renewal-authority)

## DOCUMENTING URGENT NEED FOR PERSONAL ISOLATION FACILITY PUBLIC SERVICE ACTIVITY

Urgent need qualified activities must meet the following criteria:

- **The existing conditions must pose a serious and immediate threat to the health or welfare of the community;**

A major disaster declaration was declared for all 64 counties in Colorado on March 28, 2020 through FEMA 4498-DR with regard to the COVID-19 pandemic. On January 1, 2020, there were no known cases of COVID-19 identified in the United States. By May 1, 2020, there were 1,128,460 cases identified and 65,435 deaths (with no end in sight).

- **The existing conditions are of recent origin or recently became urgent. A condition will generally be considered to be of recent origin if it developed or became critical within 18 months preceding the state grant recipient's certification 24 CFR 570.483(d).**

The first official COVID-19 case in the United States was identified in January 2020. It quickly spread throughout the states. Colorado's first cases were identified in February 2020. At May 1, 2020, 1,841 of Colorado's identified 15,768 identified positive cases were in Weld County. Of the Weld County positive cases identified, 1,168 had a Greeley residence.

- **The UGLG certifies and the state determines that:**

- **The UGLG is unable to finance the activity on its own; and**

The State issued "stay-at-home" orders that were in place through May 27, 2020, and businesses, unless essential, were closed. Since a great deal of the City's funds come from sales tax, lodging tax, etc., the pandemic has created a severe financial burden on the City. In addition to those revenue decreases, city facilities were closed – no sports revenue, no membership revenue, no rental revenue, etc. Funding the Personal Isolation Facility would create an even larger financial burden for the City to bear in very turbulent times.

To put a Personal Isolation Facility (PIF) in place, the City worked with the County, which will share in the costs of the facility. Additionally, it was able to secure a donation from JBS to help finance the PIF.

- **Need for a PIF:**

The City does not typically fund public services from the General Fund; this is a new service available to the community. The presence of COVID-19 poses a serious and immediate threat to the health and welfare of the residents. On April 13, 2020, the Weld County Health Officer/Weld County Department of Public Health and Environment Director, Mark E. Wallace MD, issued a "Pandemic Non-Congregate Sheltering Public Health Order", citing the need for Personal Isolation Units. (Order part of GURA's PIF files.)

**AMENDED CITIZEN PARTICIPATION PLAN**

**CITIZEN PARTICIPATION PLAN for the  
CONSOLIDATED PLANNING PROCESS  
AMENDED FOR THE  
2020-2024 CONSOLIDATED PLAN**

**I. CITIZEN PARTICIPATION – GENERAL INFORMATION**

**AMENDMENT 1: On March 31, 2020, the U. S. Department of Housing and Urban Development (HUD) issued a “Mega Waiver” notice, which set forth guidelines on how different programs under HUD can implement changes to more quickly address the COVID-19 pandemic. Within the “Mega Waiver” are the following as pertains to the Citizen Participation Plan:**

- 1. Allow for a reduced public comment time on Substantial Amendments (from 30 to five).**
- 2. Allow for grantees to determine what constitutes “reasonable notice” and opportunity to give comment.**
- 3. Allow for virtual public hearings.**

**The Citizen Participation Plan is thus being amended in April 2020 to implement the CARES Act Funding (CDBG-CV) “Mega Waiver” conditions. The GURA Board of Commissioners recommended that the Greeley City Council adopt Amendment 1 to the Citizen Participation Plan on the date noted on the Amendment.**

**A. INTRODUCTION**

The City of Greeley receives an annual entitlement of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funding from the U. S. Department of Housing and Urban Development (HUD). The grants provide funding for community development and housing activities that must primarily assist low- and moderate-income residents. On occasion, other HUD grants may be made available to the City (i.e. Neighborhood Stabilization Program or CDBG-Disaster Relief).

The process by which the City determines the priorities, goals, and resources (and reports to HUD on progress) with regard to the grants is called the consolidated planning process. It includes five separate but intertwined processes and resultant plans/reports: (1) Citizen Participation Plan, (2) Analysis of Impediments to Fair Housing study, (3) Five-Year Consolidated Plan, (4) Annual Action Plans, and (5) the Consolidated Annual Performance and Evaluation Report (CAPER).

This document is to meet the requirement that the City, as a recipient of the HUD grants, have and follow a detailed Citizen Participation Plan when developing and implementing the steps of the consolidated planning process. (Reference 24 CFR 91.105-Citizen Participation Plan-Local Governments.)

The City’s Economic Health and Housing Department, Greeley Urban Renewal Authority Division (GURA) is responsible for the implementation of the Citizen Participation Plan and development of the consolidated plan process documents listed below.

**B. ENCOURAGEMENT OF CITIZEN PARTICIPATION**

Citizens are encouraged to become familiar with the documents of the consolidated planning process, attend public meetings, and offer comments on ways to make the overall community impact greater for low- and moderate-income individuals. Any substantial change to the Citizen Participation Plan, Five-Year Consolidated

Plan, or Annual Action Plan requires an amendment. Plans/reports associated with the five steps noted in the Introduction are briefly described below, as are situations requiring an amendment.

### **1. Citizen Participation Plan**

The Citizen Participation Plan sets forth policies and procedures to encourage citizen participation throughout the consolidated planning process. The Plan is in place and amended when needed, generally before the beginning of a new Five-Year Consolidated Plan cycle.

#### **a. Amendments to the Citizen Participation Plan**

The Citizen Participation Plan will be reviewed, at a minimum, the year prior to a new Consolidated Plan's formation. The following constitutes a substantial change and an amendment to the Citizen Participation Plan:

- i. Change in City structure that would relieve GURA as the division responsible for the consolidated plan process; change in how documents can be accessed; change in length of time allowed for notices or public comment periods.
- ii. **April 2020 – The Citizen Participation Plan was amended to include the process for the CDBG-CV (Community Development Block Grant-COVID-19 Pandemic). All changes to citizen participation for that grant are noted in Amendment 1, which follows the general body of the current Plan.**

### **2. Analysis of Impediments to Fair Housing**

HUD requires that the City annually certify that it will affirmatively further fair housing by conducting an Analysis of Impediments to Fair Housing, taking appropriate actions to overcome the effects of any impediments identified through the analysis, and maintaining records to reflect the analysis and actions. The Analysis of Impediments study is updated prior to the formation of the Five-Year Consolidated Plan. Its formation includes community participation as the City identifies fair housing goals to increase fair housing choice and provide equal access to opportunity to all in the community.

### **3. Five-Year Consolidated Plan and Annual Action Plans**

The **Five-Year Consolidated Plan** provides a framework through which a community-wide dialogue can be initiated to identify housing and community development priorities that align and focus funding from the CDBG and HOME entitlement programs to the intended beneficiaries. The Five-Year Consolidated Plan for which this amended Citizen Participation Plan pertains is for years 2020-2024, but the Citizen Participation Plan will be implemented with approval from the City Council in November 2018. The Five-Year Consolidated Plan may be amended, as necessary.

The Five-Year Consolidated Plan is carried out through **Annual Action Plans**. Specific federal and non-federal funding resources are identified that will be used during a specific year to fund the actions and activities to achieve the goals of the Five-Year Consolidated Plan. The City Council approves Annual Action Plans as part of its October budget. This allows the Annual Action Plan to be submitted to HUD on November 15<sup>th</sup>. As with the Five-Year Consolidated Plan, Annual Action Plans may be amended, as described.

#### **a. Amendments to Five-Year Consolidated Plans/Annual Action Plans – Federal code at 24 CFR 91.505 sets forth instances requiring an amendment to a Five-Year Consolidated Plan or an Annual Action Plan, specifically if one of the following decisions are made:**

- (1) To make a change in its allocation priorities or a change in the method of distribution of funds;
- (2) To carry out an activity, using funds from any program covered by the consolidated plan (including program income, reimbursements, repayment, recaptures, or reallocations from HUD), not previously described in the action plan; or
- (3) To change the purpose, scope, location, or beneficiaries of an activity.

The citizen participation plan must set forth the criteria to be used when determining what constitutes a substantial amendment (which are subject to the City’s citizen participation process). The criteria are below. (Note: The Five-Year Consolidated Plan identifies what the funding **priorities** will be for the stated period. **Goals** are set for the priorities, and implemented through approved **activities**.)

**Example for Note –**

- ❖ *One of the Five-Year Consolidated Plan **priorities** was support of affordable housing.*
  - **Goals** set were to (1) assist eight homeowners with housing rehab per year and (2) assist 10 buyers with down payment assistance per year.
  - Applications for each of the noted **activities** are received annually identifying how many people will benefit from the activities and with the intent to reduce the annual goals.

- ❖ Adding a new priority to a Five-Year Consolidated Plan requires a substantial amendment. (Adding a goal to support the priority does not require a substantial amendment.)

**Example – Adding a priority:** Adopted Five-Year Consolidated Plan priorities did not include an acquisition of vacant land priority. It is later determined that a blighted property should be purchased and demolished. Adding a **priority** to acquire and demolish blighted property an affordable housing **priority** to the Consolidated Plan requires a substantial amendment.

**Example – Adding a goal:** Assistance to develop and maintain affordable housing was identified as a **priority** in the Five-Year Consolidated Plan. **Goals** were set for single-family housing rehab and down payment assistance. Later, an application for assistance with a multi-family rehab **activity** is received. Adding a multi-family goal so that an activity can be approved does not require a substantial amendment, but will require a minor amendment that does not have to go through the citizen participation process.

- ❖ The budget approved by City Council changes – an activity is added.

**Example – An activity is added:** Mid-year, an application for assistance is received that was not approved as part of the Annual Action Plan budget. There are funds available and it is determined the activity should be implemented. This is a budget change and would require a substantial amendment.

- ❖ The budget approved by City Council changes – activities stay the same, but funds awarded to the activities change more than 10% of the overall budget.

**Example – Increase or decrease in activity:** The bid for “Activity One” came in under budget by \$10,000; “Activity Two” came in over budget by \$7,000. The overall budget for the Annual Action Plan year was \$850,000. Because the \$7,000 change is less than 10% of \$850,000, the budgets for the two activities can change without substantial amendment.

**Example – Increase/decrease in grant award:** An infrastructure activity was awarded \$575,000, but the bid came in for \$450,000. The overage (\$125,000) needs to be moved – either to a new activity or with additional funding for approved activities. A substantial amendment is required.

- ❖ The purpose, scope, location, or beneficiaries of an activity changes.

***Example – Change in scope:** An activity is approved to assist with a public facility’s addition. After budget approval, it is determined that parking spaces will need to be added elsewhere due to the addition. The change in scope would require a substantial amendment. OR A public service is approved for the Housing Navigation Center to support case managers as they assist persons with housing needs. After budget approval, they determine they want to also provide cold weather shelter services under the award. The change in beneficiaries would require a substantial amendment.*

***Note:** If, during the application/budget process, the activities are approved broad enough to cover changes such as those noted in the example, no substantial amendment is needed. For example, if the public facility activity was approved as the addition and any other work needed as a result of the addition, the public would already have been notified of the possible change in scope.*

#### **4. Consolidated Annual Performance and Evaluation Report (CAPER)**

Progress made on the goals of the Five-Year Consolidated Plan is reported on through the annual CAPER, which discusses performance annually. It is due to HUD annually by March 31<sup>st</sup>.

### **C. TARGET POPULATIONS**

The City encourages all its citizens to participate in the stages of the consolidated planning process noted above, with special emphasis placed on encouraging participation from the following populations:

#### **1. Five-Year Consolidated Plan, Annual Action Plans, Citizen Participation Plan**

- a. Low- moderate-income persons, residents residing in low- moderate-income neighborhoods, and residents of public and assisted housing developments (including resident advisory boards, councils, and management corporations)
- b. Residents of revitalization or slum/blight areas, and areas where CDBG or HOME funds are proposed for use
- c. Limited or non-English speakers and minorities; persons with disabilities (see additional information in Section II)
- d. Community and City (both public and private) partners interested in the goals of HUD’s entitlement programs, such as the Northern Colorado Region of the Balance of State Continuum of Care, faith- and community-based institutions, nonprofit and philanthropic organizations, businesses, developers, and city departments.
- e. Greeley Housing Authority

#### **2. Five-Year Consolidated Plan only (in addition to those named above)**

- a. Broadband internet service providers and organizations engaged in “narrowing the digital divide”
- b. Agencies whose primary responsibilities included the management of flood prone areas, public land, or water resources
- c. Emergency management agencies

### **D. CONTACT INFORMATION FOR CONSOLIDATED PLAN PROCESS COMMENTS**

Citizens are encouraged to review the plans/reports of the consolidated planning process and offer comments at any time, but particularly during the formation of the plans/reports noted in Section I.B.

Citizens wishing to comment on or request document copies verbally should call GURA at **970-350-9380** and request a staff person to which comments on a part of the consolidated plan can be made. Written requests for document copies and/or to submit written comments should be submitted to:

**E. PUBLIC MEETINGS**

The public has several public meeting options through which it can engage with the consolidated planning process, as noted below. See Section II for information on accessibility to the meetings.

**1. Citizens Focus Groups or Standing Committees**

At the discretion of the GURA Board, focus groups or standing committees may be formed of residents of the Redevelopment District neighborhoods or special populations (persons with disabilities, elderly, etc.) to solicit neighborhood input on the consolidated planning process.

**2. Neighborhood meetings**

Neighborhood meetings will be held during the formation of the Five-Year Consolidated Plan, and Annual Action Plans. Meetings will be held in locations in the Redevelopment District and may include: Rodarte Cultural Center, Greeley Recreation Center, any of the City Center buildings, the downtown library, the Housing Authority office, and others as needed. When setting meeting locations and times, consideration will be given to convenience for low- moderate-income residents and persons with disabilities.

**3. Greeley Urban Renewal Authority Board of Commissioners (Administrator of CDBG and HOME)**

Public meetings of the Greeley Urban Renewal Authority Board of Commissioners, which include concerns of the CDBG and HOME grants, are held (generally) monthly on the second Wednesday at 4:30 p.m. in City Council Chambers (1001 11<sup>th</sup> Avenue). The meeting agenda (in a suitable format and language) will be provided upon request; allow a minimum of 72 hours prior to the meeting for requests to be processed.

**4. Public Hearings of the GURA Board and/or City Council**

Federal code requires a minimum of two public hearings, held at two different stages of the program year, that address needs, development of proposed activities, and review of program performance. See Section II for additional information on public hearings.

**F. ACCESS TO RECORDS AND CONSOLIDATED PLANNING PROCESS DOCUMENTS**

Citizens can access records and documents associated with the consolidated planning process or the public hearings by contacting GURA for a copy (free of charge). The documents are also available on the City's website, [www.greeleygov.com](http://www.greeleygov.com). Requests for documents in a language or means other than written English should be made to GURA staff with a minimum of 48 hours allowed for requests to be processed.

**1. Assessment of Language Needs**

The City conducted a Four-Part Language Needs Analysis and determined the only language other than English represented in great enough numbers to warrant translation to be Spanish. The City has an adopted Limited English Proficiency (LEP) policy.

**2. Information Available with Regard to Consolidated Planning Process**

Before adoption of a document of the consolidated plan, the City will make available information that includes the amount of assistance expected (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income. The information will be available to residents, public agencies, and other interested parties.

## **G. TECHNICAL ASSISTANCE**

Technical assistance will be provided during the annual CDBG application process, with notification of the meetings provided in the CDBG Notice of Funding Availability. If additional technical assistance in developing funding applications/proposals is needed, GURA should be contacted.

## **H. ANTI-DISPLACEMENT**

Activities funded and carried out under the federal grant programs earlier noted will, to the greatest extent feasible, minimize the direct, permanent, and involuntary displacement of households. Projects deemed beneficial and supportive of the City's overall goals, but which may cause such displacement, will be undertaken by the noted grant funds only under these conditions:

1. It has been demonstrated that such displacement is necessary and vital to the overall goals of the grant programs,
2. Efforts were taken to reduce the number of households displaced, and
3. Adverse effects on the displaced households are outweighed by the anticipated goals and accomplishments of the proposed project.

City policy is to provide relocation assistance to all households permanently displaced by the acquisition of real property, as required for compliance with HUD regulations under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Public Law 91-646) and Section 104(d) of the Housing and Community Development Act of 1974, as amended. The assistance will be provided expressly to mitigate adverse effects caused for low- and moderate-income household displaced so that an approved project can be carried out. Assistance will include the following:

4. Housing counseling and referrals to comparable housing, as necessary, prior to displacement.
5. Relocation benefits and moving expense payments for each household displaced.

## **I. COMPLAINT PROCEDURE**

1. Formal complaints with regard to any part of the consolidated planning process should be made to the **Greeley Urban Renewal Authority**, address and phone provided under contact information.
2. If not resolved by GURA, formal complaints should be sent to: **City Manager's Office**, City Hall, 1000 10th Street, Greeley, CO 80631.
3. If the complainant is not satisfied with the City Manager's response, further appeals should be sent to: **Greeley City Council**, c/o the Mayor (City Hall, 1000 10<sup>th</sup> Street, Greeley, CO 80631). The council has 30 days in which to take further action as deemed necessary to address the complainant's concerns.
4. If the complainant has not been satisfied with the response of the City Council, a formal complaint may then be sent directly to the regional Department of Housing and Urban Development (HUD) at: **Department of Housing & Urban Development**, 1670 Broadway, Denver, CO 80202-4801.
5. Complaints with regard to access (ADA, language, etc.) should contact the City of Greeley's designated Disability Rights and Title VI Coordinator, Joel Hemesath at (970) 350-9795, 1001 9th Avenue, Greeley, CO, 80631 or at [Joel.Hemesath@greeleygov.com](mailto:Joel.Hemesath@greeleygov.com).
6. If the concern is of a discriminatory nature (i.e. discrimination because of physical or mental disability, race, creed, color, sex, marital status, familial status, religion, national origin, and/or ancestry), complainant should directly contact: **The Colorado Civil Rights Commission/Division**, Phone: (303) 894-2997, Toll Free: (800) CO-CIVIL (282-4845). The Colorado Civil Rights Division website,



[www.dora.state.co.us/civil-rights](http://www.dora.state.co.us/civil-rights), provides information about the Division, the Civil Rights Commission, and the process for filing a complaint.

With the exception of City Council’s response, complaints will be responded to in writing within 15 working days of receipt of the complaint.

## **II. CITIZEN PARTICIPATION IN THE CONSOLIDATED PLAN PROCESS**

### **A. STATEMENT OF NON-DISCRIMINATION**

The City provides reasonable and timely access to all meetings required in the consolidated planning process and does not discriminate on the basis of disability, race, color, national origin, or gender. Policies and procedures are in place to assist persons with limited English proficiency and/or disabilities.

### **B. PROVISION OF REASONABLE AND TIMELY ACCESS; MEETING LOCATIONS; RESPONSE TO COMMENTS**

1. All documents noted in the consolidated planning process will be available for review and comment as follows:
  - a. Posted on [www.greeleygov.com](http://www.greeleygov.com)
  - b. Via Access to Records procedures (see Section I)
  - c. Available by request to GURA staff in a format other than written English (allow 48 hours minimum)
2. Notice of availability of any part of the consolidated planning process will be, at a minimum, by:
  - a. Notice published in the Greeley Tribune – English and Spanish ads
  - b. Email or letter to CDBG and HOME partners and citizens that provided prior notification to GURA of interest in the federal grant programs
  - c. All notices will be published a minimum of 10 days prior to the meeting or report/plan availability, as required by Colorado law
3. Meeting locations
  - a. City Council and GURA Board – 1001 11<sup>th</sup> Avenue (accessible to persons with disabilities)
  - b. Focus Groups and Standing Committees – meeting locations will be determined as groups and committees are implemented, including 1100 10<sup>th</sup> Street, 4<sup>th</sup> floor conference room or the GURA office (locations will be accessible to persons with disabilities)
  - c. Neighborhood meetings – various locations in Redevelopment District on a to-be-determined basis
4. Comments

The City will consider any comments or views of Greeley residents or other interested parties received in writing, or verbally at the public hearings, in preparing a Five-Year Consolidated Plan or Annual Action Plan, Substantial Amendments, and the CAPER. A summary of comments or views received, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Five-Year Consolidated Plan/Annual Action Plans.

### **C. PUBLIC HEARINGS**

Public hearings will be held at the following stages of the consolidated planning process:

1. The **GURA Board** will hold a public hearing prior to recommending approval of an Analysis of Impediments to Fair Housing, the Five-Year Consolidated Plan, Annual Action Plans, Substantial Amendments, and/or the CAPER (prior to publishing a Plan).

2. **City Council** will hold a second public hearing to approve Five-Year Consolidated Plans, Annual Action Plans, and Substantial Amendments to either Plan. (No public hearing will be held by City Council for the Analysis of Impediments to Fair Housing or CAPER.)

**D. ACCESS TO RECORDS-NON-ENGLISH AND PERSONS WITH DISABILITIES**

1. Assessment of language needs: The City conducted a Limited English Proficiency Four-Part Analysis and identified the Hispanic ethnicity as the population that exceeds safe harbor provisions, and as such will provide adequate and reasonable notices under the Citizen Participation Plan in Spanish. The City has an adopted Language Access Plan for Limited English Proficiency.
2. The City has an adopted “Americans with Disabilities Act/Section 504 Effective Communications Policy and Procedures” which sets forth the means by which persons with disabilities can access City records. The GURA Board adopted these policies and procedures and will follow them with respect to accessing records and documents associated with the consolidated planning process.
3. Aids and assistance related to Limited English Proficiency or a disability and needed to effectively review any document of the consolidated planning process should call the GURA office (970-350-9380) to initiate the City’s Plans. (Please allow 72 hours for requests to be processed.)

**E. ACCESS TO MEETINGS-PERSONS WITH DISABILITIES**

The City’s policies and procedures for the Americans with Disabilities Act/Section 504 Effective Communications is the governing document for access to meetings. Public meetings noted above are all in accessible locations. Consult the policies and procedures for additional information.

Plan/Report	Citizen Participation	Comment Period	Required Approval	Deadline
a. Citizen Participation Plan & Amendments	<ul style="list-style-type: none"> <li>Through participation in a focus group or standing committee</li> <li>Providing comment during comment period</li> <li>Attend public meeting of GURA Board or City Council</li> </ul>	Plan available for 30-day comment prior to approval; <b>5 days for CDBG-CV amendment 1; 5-day notice</b>	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board</li> <li>Approval by majority vote of City Council</li> <li>No Public Hearing required</li> </ul>	Citizen Plan is in place. Amendments as needed, generally prior to new Five-Year Consolidated Plan
b. Analysis of Impediments to Fair Housing	<ul style="list-style-type: none"> <li>Participate in resident survey (email, at meetings, online as appropriate)</li> <li>For agencies and other partners – attend a one-on-one or group meeting(s)</li> <li>Through participation in a focus group or standing committee</li> <li>Provide comment during comment period</li> <li>Attend the GURA Board public hearing</li> </ul>	Analysis of Impediments to Fair Housing study available for 30-day comment period prior to approval	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board with public hearing</li> <li>Approval by majority vote of City Council, no public hearing required</li> </ul>	Completed prior to developing new Five-Year Consolidated Plan; no HUD-submittal required, but must maintain records and report on annually
c. Five-Year Consolidated Plan	<ul style="list-style-type: none"> <li>Attend a neighborhood meetings (two held)</li> <li>Participate in resident survey (email, at meetings, online as appropriate)</li> <li>For agencies and other partners – attend a one-on-one or group meeting(s)</li> <li>Through participation in a focus group or standing committee</li> <li>Provide comment during comment period</li> <li>Attend one of two public hearings (GURA Board, City Council)</li> </ul>	Plan available for 30-day comment prior to its approval	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board with public hearing (prior to publishing for comment)</li> <li>Approval by majority vote of City Council with public hearing</li> </ul>	To HUD through IDIS on Nov. 15 <sup>th</sup>
d. Annual Action Plans	<ul style="list-style-type: none"> <li>Attend a neighborhood meeting (two held)</li> <li>For agencies and other partners – attend a one-on-one or group meeting(s)</li> <li>Through participation in a focus group or standing committee</li> <li>Provide comment during comment period</li> <li>Attend one of two public hearings (GURA Board, City Council)</li> </ul>	Plan available for 30-day comment prior to its approval	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board with public hearing (prior to publishing for comment)</li> <li>Approval by majority vote of City Council with public hearing</li> </ul>	To HUD through IDIS on Nov. 15 <sup>th</sup>
e. Minor amendment	<ul style="list-style-type: none"> <li>Attend GURA Board meeting</li> </ul>	None	<ul style="list-style-type: none"> <li>Approved by majority vote of GURA Board</li> </ul>	Through IDIS through resubmittal of Action Plan
f. Substantial amendment (See section on what constitutes a substantial amendment)	<ul style="list-style-type: none"> <li>Through participation in a focus group or standing committee</li> <li>Provide comment during comment period</li> <li>Attend one of two public hearings (GURA Board, City Council)</li> </ul>	Amendment available for 30-day comment period prior to approval; <b>5 days for CDBG-CV; 5-day notice</b>	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board with public hearing</li> <li>Approval by majority vote of City Council with public hearing</li> </ul>	Through IDIS through resubmittal of Five-Year Consolidated Plan or an Annual Action Plan
g. CAPER	<ul style="list-style-type: none"> <li>Through participation in a focus group or standing committee</li> <li>Provide comment during comment period</li> <li>Attend public hearings-GURA Board</li> </ul>	CAPER available for 15-day comment prior to its approval	<ul style="list-style-type: none"> <li>Recommendation by majority vote of GURA Board with public hearing held during or after public comment</li> <li>Approval by majority vote of City Council, no public hearing required</li> </ul>	To HUD through IDIS by March 31

**AMENDMENT 1**  
**AMENDED CITIZEN PARTICIPATION PLAN TO IMPLEMENT CPD WAIVERS OF MARCH 31, 2020**  
**SPECIFIC TO SUBSTANTIAL AMENDMENT(S) FOR CDBG-CV GRANT(S)**

**INTRODUCTION**

On April 2, 2020, the U. S. Department of Housing and Urban Development (HUD) released HUD Notice 20-049, which announced the signing of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) into law on March 27, 2020. The CARES Act will provide the City of Greeley with a CDBG-CV grant in the amount of \$493,277. The grant is to prevent, prepare for, and respond to the COVID-19 pandemic. Moreover, a Mega Waiver issued by HUD on March 31, 2020 allowed for amendment to the City’s Citizen Participation Plan to expedite the use of CDBG-CV funds.

HUD guidance, used to formulate this Amendment, is stated here and is specific to the following grants: CDBG-CV, CDBG 2019, and CDBG 2020 (and Consolidated Plans associated with those grant years).

*“Provides that grantees may amend citizen participation plans to establish expedited procedures to draft, propose, or amend consolidated plans. Expedited procedures must include notice and reasonable opportunity to comment of no less than five days. The five-day period can run concurrently for comments on the action plan amendment and amended citizen participation plans. In-person public hearings are not required. Grantees may meet public hearing requirements with virtual public hearings if: 1) national/ local health authorities recommend social distancing and limiting public gatherings for public health reasons; and 2) virtual hearings provide reasonable notification and access for citizens in accordance with the grantee’s certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.”*

The Mega Waiver with regard to the Consolidated Plan process is Attachment A to this Amendment and is the basis on which the Amendment for formulated. The Consolidated Plan process includes substantial changes to CDBG, HOME Investment Partnership Program (HOME), and the added CDBG-CV funding. Substantial changes within any of those grant process must follow the citizen participation process described below.

The GURA Board of Commissioners will review any draft Substantial Amendment associated with using CDBG-CV (the first of which will include the amended Citizen Participation Plan) and recommend changes to staff or that City Council approves the Substantial Amendment(s). (Staff will incorporate any Board-recommended changes prior to submitting to City Council.) A Substantial Amendment will identify the range of activities that are expected to be included to address COVID-19-generated issues.

**AMENDED CITIZEN PARTICIPATION PLAN**

The City will implement the Mega Waiver sections involving the Consolidated Plan process, as follows:

**Redefined “reasonable notice”**

To better expedite the use of CDBG-CV funds, the City has determined that ads notifying the public of Amendments available for comment will be published a minimum of **five (5)** days prior to the start of a public comment period or prior to any public hearing held.

**Public notification**

- a. The ad for public comment and public hearings will note that the hearings are virtual and cite the means by which the public can “attend”. GURA Staff will respond to any written comments received within 24

hours, including the day following Council’s approval of the Citizen Participation Plan Amendment and the Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Annual Action Plan.

- b. All of the noted Amendments will be made available on the City’s webpage at [www.greeleygov.com/urbanrenewal](http://www.greeleygov.com/urbanrenewal).
- c. Notification by email and/or phone will be provided to the Citizens Committee for Community Development and the City’s institutional structure agencies.
- d. Public notice will be provided concurrently for the Public Hearings and public comment periods for Substantial Amendments; the April 2020 Substantial Amendment includes the amended Citizen Participation Plan.

**Reduced public comment period**

The public will have five (5) days in which to comment on any amendment associated with the CDBG-CV grant. Five days will begin at 8:00 a.m. on the day following the Public Hearing of the GURA Board and end at 5:00 p.m. on the fifth day following. (Assuming normal meeting calendars, the GURA Board will hold a Public Hearing on a Wednesday, followed by a public comment period of Thursday at 8:00 a.m. through Monday at 5:00 p.m., with Council’s Public Hearing on Tuesday.)

Public comment may be made in one of the following ways:

- a. In writing during the five days of notice prior to the Public Hearing of the GURA Board of Commissioners to be read into record at the Public Hearing.
- b. During the virtual Public Hearing held by the GURA Board of Commissioners.
- c. In writing to [carol.larsen@greeleygov.com](mailto:carol.larsen@greeleygov.com) during the five-day public comment period.
- d. In writing prior to the Public Hearing of the Greeley City Council to be read into record at the Public Hearing.

**Allowance for virtual public hearings**

For the duration of State and City orders and concern for public gatherings amid the Coronavirus pandemic, public hearings will be held virtually.

- 1. Notice of how to access the information and how to participate in the public hearings are available on the following websites:
  - a. GURA Board – [www.greeleygov.com/urban\\_renewal](http://www.greeleygov.com/urban_renewal)
  - b. City Council – [www.greeleygov.com/government/council](http://www.greeleygov.com/government/council)
- 2. Accessibility –
  - a. Translation from English to Spanish during the GURA Board meeting will be available with request 24 hours in advance.
  - b. City Council’s YouTube can be translated into other languages through that site.

For other accommodation needs, contact the Greeley Urban Renewal Authority, 970-350-9380 or [paula.turner@greeleygov.com](mailto:paula.turner@greeleygov.com). The public can get information on attending a virtual hearing on the GURA website (for the GURA Board of Commissioner’s hearing) and on the City Council website (for Council hearings).

**Response to comments**

Comments received will be responded to within 24 hours of receipt of the comment. The Amendments will not be submitted to HUD until 24 hours after the Public Hearing with the Greeley City Council.

**ATTACHMENT A TO CITIZEN PARTICIPATION PLAN**  
**CPD WAIVER MARCH 31, 2020 - CONSOLIDATED PLAN REQUIREMENTS**

*Note: There are other Mega Waivers in the full notice. Those associated with Consolidated Plan Requirements are #8 and #9, as noted below.*

**7. Citizen Participation Public Comment Period for Consolidated Plan Amendment**

**Requirement:** 30-day Public Comment Period.

**Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401

**Explanation:** A CPD grantee may amend an approved consolidated plan in accordance with 24 CFR 91.505. Substantial amendments to the consolidated plan are subject to the citizen participation process in the grantee's citizen participation plan. The citizen participation plan must provide citizens with 30 days to comment on substantial amendments.

**Justification:** Given the need to expedite actions to respond to COVID-19, HUD waives 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) as specified below, in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning the proposed uses of CDBG, HOME, HTF, HOPWA or ESG funds.

**Applicability:** This 30-day minimum for the required public comment period is waived for substantial amendments, provided that no less than 5 days are provided for public comments on each substantial amendment. The waiver is available through the end of the recipient's 2020 program year. Any recipient wishing to undertake further amendments to prior year plans following the 2020 program year can do so during the development of its FY2021 Annual Action Plan.

**9. Citizen Participation Reasonable Notice and Opportunity to Comment**

**Requirement:** Reasonable Notice and Opportunity to Comment.

**Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401

**Explanation:** As noted above, the regulations at 24 CFR 91.105 (for local governments) and 91.115 (for States) set forth the citizen participation plan requirements for recipients. For substantial amendments to the consolidated plan, the regulations require the recipient to follow its citizen participation plan to provide citizens with reasonable notice and opportunity to comment. The citizen participation plan must state how reasonable notice and opportunity to comment will be given.

**Justification:** HUD recognizes the efforts to contain COVID-19 require limiting public gatherings, such as those often used to obtain citizen participation, and that there is a need to respond quickly to the growing spread and effects of COVID-19. Therefore, HUD waives 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401 as specified below to allow these grantees to determine what constitutes reasonable notice and opportunity to comment given their circumstances.

**Applicability:** This authority is in effect through the end of the 2020 program year.

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 18**

Benjamin Snow, Economic Health & Housing Director, 970-350-9384

**Title:**

Strategic Housing Plan Progress/Update

**Background:**

Housing remains a top priority of the City of Greeley, as it is one of 8 key strategic foresight areas of the City Council's Vision for 2040 identified earlier this year under the banner of 'Your Home is Here'.

Your Home is Here states that "In 2040, Greeley is a distinctive character-rich community known for its high-quality standard of living. Residents have access to an amazing variety of housing options including style, price, and location. Our unique neighborhoods are built around the village concept, featuring entertainment, retail, parks and dining options within a central, walkable location.'

Because communities are largely defined by the type, style, and cost of housing it is important for Greeley to have a clear understanding of current housing conditions with strategies to shape future growth.

Through a variety of policies, programs, and regulations, the type, number, and affordability of new and existing housing can be influenced. Housing was a key component of the *Imagine Greeley Comprehensive Plan*. However, due to the complexity of housing issues and its impact on community well-being, the *Imagine Greeley Comprehensive Plan* called for a deeper examination into housing policy through the development of a Comprehensive Housing Strategy.

The creation of the Strategic Housing Plan took place during 2018, with the help and input from a Housing Accessibility Task Force, data assistance from outside consultants, and the support and analysis of city staff. The Housing Accessibility Task Force met five times during 2018 to discuss challenges facing Greeley's housing market and brainstorm possible solutions. Working closely with city staff, the Housing Accessibility Task Force identified seven key constraints or challenges to housing affordability:

1. Escalating cost of raw water;
2. Rising cost of construction and development related costs;
3. Lack of financing;
4. Lack of skilled labor;
5. Rising costs of existing housing;

6. Flat wages; and
7. Missing homes not built during the Great Recession and Greeley's residential downturn.

The Task Force includes real estate professionals, affordable and market-rate housing providers, nonprofit and for-profit developers, and city staff and it remains active to advise on specific initiatives.

The City Council adopted the *Strategic Housing Plan* in early 2019. The plan explores the challenges above and provides nine recommended strategies to address housing affordability and supply. These include:

1. Amend the Development Code to promote housing choice;
2. Minimize development costs for affordable housing;
3. Engage alternative housing providers to build affordable housing;
4. Improve the housing product mix;
5. Address the impact of raw water cost on housing affordability;
- 6 Complete subarea and neighborhood plans;
7. Create more ownership, move-up, and executive housing options;
8. Encourage vocational training, and apprentice programs for building trades;
9. Facilitate development of manufactured home communities as an important affordable housing option.

The action items listed in the plan each require separate and specific implementation plans. Staff will share the progress made since plan adoption with the attached electronic presentation.

**Decision Options:**

For information only.

**Attachments:**

Slide Deck  
Memos from Directors  
NoCo Housing Now Summary  
GIS Screenshot  
Improving Housing Affordability Handout  
Dry Utility Jurisdictional Comparison





## Community Development Department MEMORANDUM

TO: Roy Otto, City Manager  
 Becky Safarik, Assistance City Manager

RE: Recap of 2019 Housing Plan Implementation work program

FROM: Brad Mueller, Director Community Development *B/M*

DATE: 2/28/2020

This memo provides an update of work completed for 2019 by the Community Development Department and is in advance of our next one-on-one meeting. The attached memo from last year lists the whole 2019 Housing Plan Implementation Work Program.

Implementation/work item	Status
<i>Evaluate costs and benefits of having City front-end sewer trunk lines</i>	Completed. Have worked with Water/Sewer to implement Local Improvement Districts for the landowners of Ashcroft Draw (Cobblestone) and the greater Lake Bluffs service area (i.e., Poudre Trunk Line). In addition, the on-going Sewer Master Plan seeks to identify development predictability; this information could be used to create economic development priority areas.
<i>Update the Redevelopment Resource Guide</i>	Completed. Seeking final approval/edits from EH&H before posting; otherwise is available for use.
<i>Adopt short-term rental (e.g. AirBnB) regulations</i>	Worksession with Council is March 3. Public and committee engagement is complete; final adoption will depend on Council feedback at the worksession.
<i>Implement the "Water Smart Neighborhood Policy"</i>	Nearly all details have been completed to pilot this concept with the Cardinal Acres subdivision (20 <sup>th</sup> Street & near 66 <sup>th</sup> Ave). Likely next pilot would be Cobblestone.
<i>Amend the Development Code for housing</i>	Preliminary elements have been identified (minimum lot size, subdivision requirements, etc.), but this will be fully implemented with the overall Development Code update.



## Department of Economic Health & Housing MEMORANDUM

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TO: Roy Otto, City Manager  
 RE: 2019 Proposed Housing Plan Implementation Work Program  
 FROM: Benjamin Snow, Director, Economic Health & Housing  
 CC: Becky Safarik, Assistant City Manager  
 Brad Mueller, Director, Community Development  
 DATE: April 9, 2019

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In February, City Council adopted the *City of Greeley Strategic Housing Plan*. The Plan included a variety of potential strategies that were designed as ways to address the nine adopted Strategies and their sub-elements. We have reviewed these and recommend the following work program items for 2019. These were chosen based on a combination of significance to the main goal, existing department workload, and/or relative ease of implementation.

### Economic Health & Housing Department

- Develop a reporting, monitoring and enforcement program for any deed-restricted affordable housing that results from other work program items.  
 (Supports Strategy 1 and others. Any new programs that result in creating designated affordable housing will require a city monitoring program to ensure that they remain affordable and used by the targeted low-income population. GURA already does this with some of our existing programs. This role would be expanded.)

Start Date: Now                                      Target Completion Date: 2<sup>nd</sup> Quarter 2019

- Explore working with community land trusts to create a shared equity home ownership program.  
 (Addresses Strategy 4: Improve the housing product mix. This would explore the basics of this concept.)

Start Date: Now                                      Target Completion Date: 3<sup>rd</sup> Quarter 2019

- Identify under-utilized sites that could be re-purposed for housing.  
 (Addresses Strategy 6: Complete sub-area and neighborhood plans. This would create an inventory of potential sites; examples include churches with extra land holdings and the mall.)

Start Date: Now

Target Completion Date: 3<sup>rd</sup> Quarter 2019

- Partner with one or more housing providers to construct attainable housing. (Addresses Strategy 3: Engage alternative housing providers. This would likely start with GURA, the High Plains Housing Development Corporation, and Habitat for Humanity, but would expand after 2019 to include others.)

Start Date: Now

Target Completion Date: 4<sup>th</sup> Quarter 2019

- Explore alternate home-building technology options for use in Greeley. (Addresses Strategy 9: 9. Facilitate development of manufactured home communities. This would provide a structured report on the possibility of attracting an emerging home-building technology company to Greeley.)

Start Date: 3<sup>rd</sup> Quarter 2019

Target Completion Date: 4<sup>th</sup> Quarter 2019

In coordination with Community Development Department

- Evaluate the risks, costs, and benefits of having the City front-end required trunk lines which would be reimbursed with impact fees. (Addresses Strategy 2: Develop financial strategies that minimize development costs for affordable housing. This scenario may unfold with the proposed Lake Bluff development and would be evaluated for success.)

Start Date: Now

Target Completion Date: 3<sup>rd</sup> Quarter 2019

- Update the Redevelopment Resource Guide to include current pilot programs and incentive packages. (Addresses Strategy 2. This is a relatively easy item; updating it would make it more useable and accurate.)

Start Date: 3<sup>rd</sup> Quarter 2019

Target Completion Date: 3<sup>rd</sup> Quarter 2019

- Adopt short-term rental (e.g. AirBnB) regulations. (Addresses Strategy 1: Amend the Development Code to promote housing choice. Short-term rentals are competing with live-in housing. Also, topic is becoming a frequent citizen complaint.)

Start Date: Now

Target Completion Date: 4<sup>th</sup> Quarter 2019

- Implement the “Water Smart Neighborhood Policy” and the “Water Smart Common Area Policy” in conjunction with the Water & Sewer Department. (Addresses Strategy 5: Address the impact of raw water on housing affordability. Pilot programs are anticipated for a couple up-coming subdivisions.)

Start Date: Now

Target Completion Date: 4<sup>th</sup> Quarter 2019

- Amend the Development Code to incentivize the inclusion of affordable housing in new development.  
(Addresses Strategy 1: Amend the Development Code to promote housing choice. As an example, zoning height limits could be increased, if a development includes affordable housing.)

Start Date: 3<sup>rd</sup> Quarter 2019      Target Completion Date: 4<sup>th</sup> Quarter 2019

In coordination with CMO and CEO

- Work with realtors to explain/exploit existing down-payment assistance programs.  
(Addresses Strategy 7: Identify under-utilized sites that could be re-purposed for housing. This would enforce existing efforts, on the way to potentially developing more home ownership incentive programs after 2019.)

Start Date: Now      Target Completion Date: 4<sup>th</sup> Quarter 2019

- Package and promote all existing housing programs, initiatives and incentives.  
(Addresses most Strategies. Using the Communication and Engagement Office, print and electronic materials would be produced that bring together all existing city-sponsored or city-associated housing programs, with the goal of optimizing what already is in place.)

Start Date: Now      Target Completion Date: 4<sup>th</sup> Quarter 2019



<https://nocohousingnow.org/>

## A Call for Regional Housing Dialog

The Fort Collins Board of REALTORS®, in support of the City of Fort Collins' Affordable Housing Strategic Plan, has established NoCo Housing Now: A Call for Regional Housing Dialog. This campaign will encourage our local elected officials to consider regional dialog that identifies approaches to address housing affordability.

This campaign seeks to assure that the critical regional issue of housing affordability is being discussed on a regional scale. FCBR is supporting this effort via outreach to local government agencies with an offer of support for the formation of a regional task group, or other similar approaches that bring our communities together.

## Now is the Time

The Fort Collins Board of REALTORS® believe now is the time for municipalities and key stakeholders to come together to address housing affordability with regional cooperation in mind.

## History

NoCo Housing Now is an effort begun by the Fort Collins Board of REALTORS® in conjunction with the City of Fort Collins and NoCo Home Builders Association to establish a regional dialog about housing affordability in Northern Colorado.

From this initial effort, a regional coalition of the willing made up of over 50 partners, including 13 different cities/towns and 2 different counties has been formed. The NoCo Housing Now Coalition is a blend of interests comprised of non-profits, city/county staff, elected officials, housing industry representatives, economic interests, grassroots members, small & large businesses, University stakeholders, and interested community members.

The purpose of NoCo Housing Now is to serve as a convening group for discussion, partnerships, and intentional efforts to educate and address key issues related to housing affordability in Northern Colorado.

Tools Markup Measure

Home Initial View Pan Zoom In Zoom Out Street View Tool Move icon on map Identify Point PLSS Search Print Share

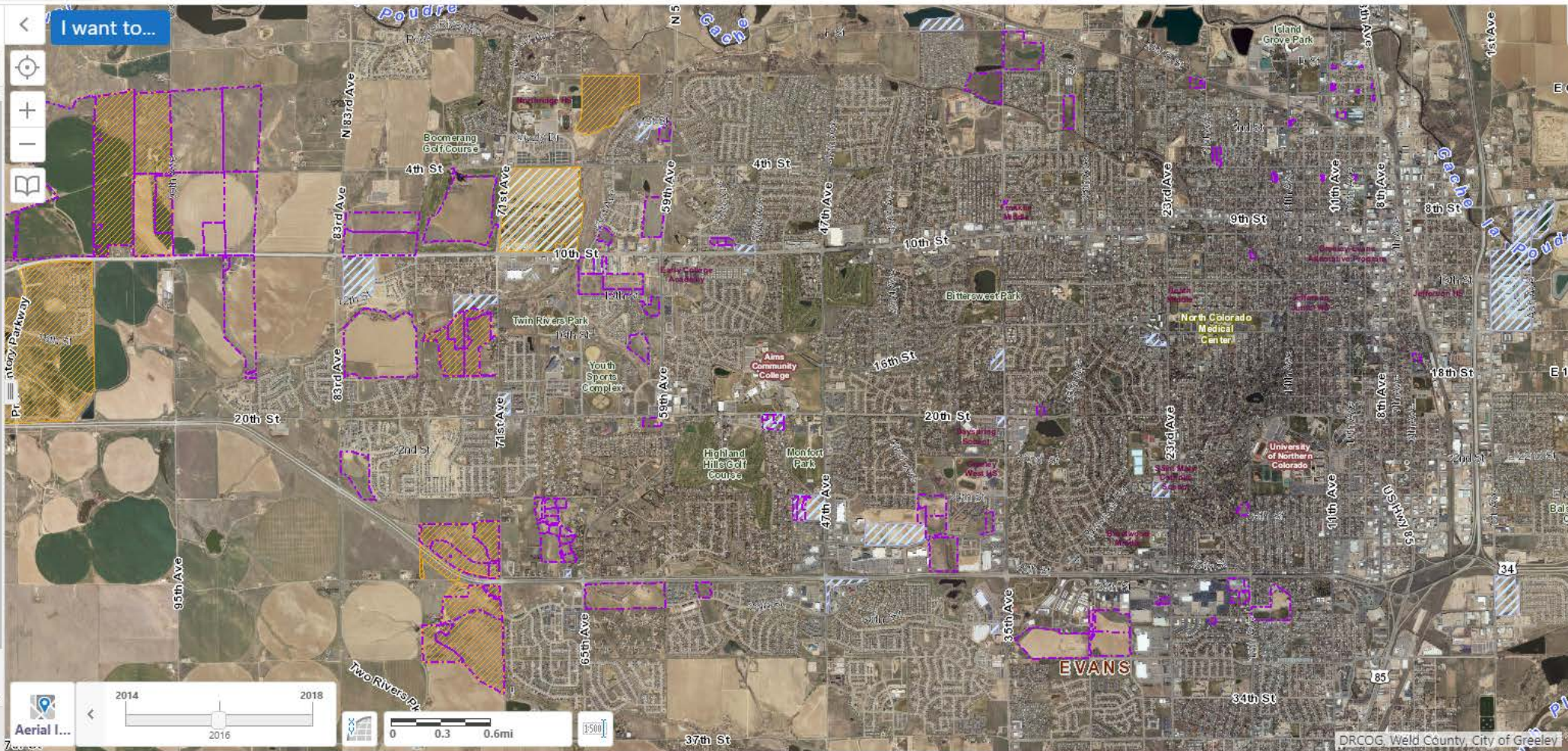
Navigation Searches Sharing

Layers

Economic Health and Housing

- Land Development
  - Potential Development Sites
    - Residential
  - Zoning
    - Metro Districts
    - Development Concept Ma...
    - Zoning
- Districts
- FEMA Flood Areas
- Utilities
- Schools
- Parcel Boundaries
- 2013 Contours 2 Ft
- Greeley Basedata
- Aerial Imagery March 2014
- Aerial Imagery March 2016

Home Panel Layers



# Improving Housing Affordability - City of Greeley

## Top 20 List

The following list was submitted by a group of Greeley developers to communicate opportunities that the housing construction and land development industries see for increased affordability. It represents the collective ideas of several active single-family housing developers in the City. City of Greeley staff has researched each of these considerations, with the following findings and responses, current as of May 19, 2020.

### Horizontal Construction Ideas:

1. Reduction in the Right of Way Permit Costs (currently at \$2,000 per lot, other jurisdictions at \$700 - \$1,000 per lot)

Staff research: The Greeley fee is set as cost recovery, designed only to cover the costs of administrating the permit and making the inspections (Public Works technician and Civil Inspector). This fee could be reduced, but overages for associated costs would then need to be paid for through the General Fund (or other eligible revenue source). In general, comparisons between jurisdictions are accounting for different services. As such, it does not seem advisable to adjust these fees at this time.

2. Change specifications for pipe bedding from washed 3/8"chip to squeegee (cost difference is approx. \$15 per ton less)

Staff research: The City would consider alternative methods, which can be discussed during the design stage. Squeegee, specifically, might be allowed under certain circumstances. Some considerations include that staff's experience is that contractors cannot get 3/8" chip because it is not available; and, generally, the Water/Sewer Department prefers the Class B material (the 3/8" chip), because it is angular and locks better versus with squeegee, which is rounder and does not lock-in.

3. Change conduit specification from HDPE to Schedule 40 PVC (significant labor and material cost savings)

Staff research: As with the suggestion above regarding pipe bedding, alternative methods and materials can be proposed early in the design process. HDPE remains the preferred conduit, however, because it is generally stronger and more flexible than PVC. This serves long-term interests in that it helps when in the future someone accidentally digs up the pipe; the pipe may not fully break if it is HDPE instead of PVC. If the conduit is bored it will be HDPE. These conduits are for dry utilities just barely under the road so they are subject to getting hit by potholing that occurs after the roads are built, and they can be in the frost zone and can break when the road settle. The City's focus is that we do not want to compromise quality and then create a long-term issue. That said, there may be room to adjust and still meet the need, on a case-by-case basis.

4. Reduce construction water costs (other jurisdictions charge approximately \$4 per 1,000 gallons less)

Staff research: From an audit of other jurisdictions, Greeley's cost seems consistent with other jurisdictions. Lowering the cost would shift the cost from new development to current rate-payers. The Water & Sewer Department notes that construction water is a unique water service and priced high based upon risk and other factors. Construction water generally does not have a permanent meter, so metering is on the honor system and often does not have backflow prevention capability. The construction water user has not paid a PIF or raw water, and there is no base service availability charge associated with other accounts. Hydrant water service makes construction water available with risk on the City and prevents the builder from needed expensive water hauling and charges them only volumetric charge without any of the other costs. The audits of some other Colorado jurisdictions were as follows:

ELCO: \$8.00/kgal  
Fort Collins/Loveland Water District: \$8.00/kgal  
Fort Collins Utilities: \$13.36/kgal  
Loveland Water: \$5.96/kgal  
Denver Water: \$12.16/kgal

5. Change specifications for water line lowerings from Ductile Iron Pipe to C900 PVC (significant labor and material cost savings)

Staff research: The City of Greeley has made this change, and the standards in the criteria manual are part of an update that is in progress.

#### **Vertical Construction Ideas:**

6. Ability to buy a single large tap to serve attached home products and split that tap into individually metered  $\frac{3}{4}$ " services

Staff research: The City does in fact allow this scenario if the housing product that is being developed makes sense to develop in this manner. This case-by-case decision is based on the type of product and the site. Current Municipal Code indicates that each single-family detached building has its own tap, which does not preclude the City from supporting what is being suggested here for single-family attached. The relevant Code is as follows:

14.06.040 - Taps required; service line extensions prohibited.

- (a) Each detached single-family residential building, multi-family residential building, and non-residential building shall be served by a minimum of one (1) separate water tap and service line. Buildings with mixed residential and non-residential uses shall be served by separate water taps for the residential and non-residential components of the development.

The Water & Sewer Department's preference is that each housing unit has its own tap, which makes billing, service interruptions, and shut offs much easier to manage. The department also understands that some building sites are not conducive, mainly because of space availability, to having every unit served with a tap off a distribution line. Additionally, under a graduated PIF schedule, the scenario that is described within this question does not provide any financial benefit to the builder. The city would charge the graduated PIF based



off the size of the housing unit, regardless of how many taps are built to serve the housing units.

7. Amend code to allow building of up to 5 attached townhome style units without requiring fire sprinkler systems

Staff research: Staff would not recommend this change. Significant changes to the Residential Code regarding residential fire sprinklers results in changes to the ISO (Insurance Services Office) ratings, which has implications for all Greeley residents. Furthermore, sprinkler systems in these types of structures are generally recognized to be an important safety feature and, since nearly all townhouse-style buildings are five units or less anyway, changing this standard would have the effect of eliminating this safety feature altogether. The Building Inspection and Fire Prevention Divisions of the City note evidence that residential fire sprinklers reduce the spread of fire, and the further potential impact on the attached dwellings. However, it is important to distinguish the type of system required is not the same as is required for commercial; the system for townhomes are a combination fire sprinkler system, not a full out 13D system that requires separate taps, backflow devices, and annual testing – all of which would, in fact, be more expensive.

8. Energy Code Testing/Inspections on up to every 10th home instead of every home

Staff research: Staff previously considered this suggestion, most recently and very specifically in the context of City Council’s recent adoption of the 2018 International Energy Code. While the City understands that less inspections would require the builder to submit less tests, the challenge from a regulatory standpoint is unequal impacts – some builders would be subject to it, and others not. That is, if you happen to be the tenth application coming in, then you would be subject – and have to make arrangements that were not otherwise planned. If the regulation were per builder, then it would be predictable which the tenth unit was, and, unfortunately, that could lead to people “gaming” the system. Most importantly, adopting this standard for the Energy Code – that is, a sometime-approach – calls into question all building inspections, which are not done by sampling, but through a comprehensive inspection every time of all elements.

#### **Development Policy Ideas:**

9. Create a graduated Raw Water Requirement schedule based on lot size for homes built in communities **without** a non-potable system

Staff research: Staff has been working on a pilot project for potable raw water systems that would apply to clustered/non-standard single-family subdivisions. For certain subdivisions that feature aggregated common areas and – typically – small, non-individual, or new urbanist individual single-family lots, a Water Smart pilot is being considered that would allow for a reduction in potable raw water dedication. In this pilot scenario, deed restrictions would be placed on common areas and/or individual residential lots, legally limiting the amount of water usable to less than what would have been allowed under the city’s current custom lot water budget. (Note that the water budget already is adjusted for lot size; this would be a limit beyond typical.)

Typical single-family subdivisions would still be required to submit 3-acre feet per acre, which is still the modelled amount of demand by subdivisions. When the Water and Sewer Department next models typical demand, it has considered using only residential development from the last 15 years in the model, which might show less actual demand than that of the whole city. However, as a policy matter, the City does not feel it can commit to this change until such modeling is updated.

10. Create a standard Raw Water Requirement for homes built in communities **with** a non-potable system (indoor use only)

Staff research: The City is reviewing this scenario, but generally there have been none of these types of developments yet. The potable raw water requirement is essentially 3 acre-feet/acre for each lot, with the landscaped area served by non-potable subtracted out.

11. Create a graduated Non-Potable Raw Water Requirement schedule based on lot size for homes built in communities with a non-potable system where they connect Greeley's non-potable system

Staff research: The City has been researching this scenario over the last year, with plans to continue reviewing the success of new policy using a Non-Potable Pilot Program. The non-potable raw water requirement would be 3 acre-feet/acre for landscaped areas. However, the City would, under the Pilot, consider a lowered raw water requirement if the landscape plan shows low- or medium-water need landscaping. The Non-Potable Pilot Program details these options, found at: [www.greeleygov.com/services/ws/development/non-potable](http://www.greeleygov.com/services/ws/development/non-potable) .

12. Create a graduated fee schedule for Water Plant Investment Fees based on the Potable Raw Water required for the home

Staff research: The City is currently contracted with Raftelis, a development impact fee consulting firm, to complete an update of the city's development impacts fees (including PIFs) by October of this year. This process will include opportunities for developer input. However, the City recommended a graduated fee schedule based on lot size, a technique that Raftelis indicated already that they supported.

13. Create a graduated fee schedule for Sewer Plant Investment Fees based on the Potable Raw Water required for the home

Staff research: As with the Water Plant PIF, the City supports implementing a graduated fee schedule based on lot size as part of the current Development Impact Fee Study update.

14. Create a graduated fee schedule for Non-Potable Water Plant Investment Fees (PIF's) based on the Non-Potable Raw Water required for the home

Staff research: Here, too, the City has been researching this scenario over the last year, with the potential of a revised schedule as part of participation in a Pilot Program. Non-potable plant investment fees will generally be charged for larger swaths of irrigated land, but in cases where non-potable is serving home lots, the total PIF paid for that lot (both

potable and non-potable) will not exceed the potable PIF. Refer to the Non-Potable Pilot Program on the following webpage: [www.greeleygov.com/services/ws/development/non-potable](http://www.greeleygov.com/services/ws/development/non-potable) .

15. Create policy to allow drilling of new wells to supply non-potable systems with augmentation provided by the City of Greeley and regional recharge ponds

Staff research: This proposal present some challenges for the City. Greeley’s current water right decrees do not allow for augmentation of future wellsites. A water court application would have to be filed for an augmentation plan, costing up to \$200,000, and it would have to be managed by city staff. Secondly, augmentation supplies are limited in quantity and any excess supply Greeley has is a source of revenue. Greeley is developing a Non-Potable Master Plan that is going to consider all the possible ways the city can effectively expand non-potable water usage in a cost efficient manner. Additionally, there are several multi-million dollar capital projects planned to expand the City’s non-potable capacity.

16. Create policy to fix the cash-in-lieu costs for a development (suggested structure would have a set time frame to purchase and cost escalators built into it) *[clarification: cash-in-lieu for potable raw water is the reference]*

Staff research:

The City is willing to have conversations with those in the development community regarding this topic, and the City is agreeable to this possibility to a point. There would have to be performance metrics that would have to be met for a particular development to have their cash-in-lieu costs fixed. This would probably be addressed in the development agreement.

The following code provision allows the City to vary from the norm:

14.06.190 - Special agreements approved by City Council.

The provisions of this Chapter 14.06 shall not preclude the City Council from approving special agreements with applicants for water service regarding the requirements for development within the City. (Ord. 39, 2019 §1(Exh. A), 9-17-2019)

The circumstances under which a fixed cash-in-lieu price would be considered are undefined, but it would have to fit the City’s housing or economic development goals. Water and Sewer staff would not make a choice like this on its own, but in conjunction with Community Development, Economic Health and Housing, the City Manager’s Office, the Water and Sewer Board, and City Council.

17. Create a cost sharing policy for arterial roadways

Staff research: The City is currently contracted with Raftelis, a development impact fee consulting firm, to complete an update of the city’s development impacts fees (including PIFs) by October of this year. This process will include opportunities for developer input. One topic planned for discussion is the methodology for transportation impact fees. Conceptually this may not result in significantly different rates, since those are based on

actual impacts from new demand to the system; however, when and how arterials are accounted for could change.

18. Create a cost sharing policy for other offsite improvements

Staff research: The City is starting to re-introduce Local Improvement Districts (LIDs) that would support major infrastructure elements for new development, such as a sewer trunk line. This is being implemented for the Sharkstooth Bluff and Ashcroft Draw drainage areas initially, and it allows developers to buy a proportionate share of their infrastructure, without having to carry the full burden of being the first (and potentially only) contributor to an initial infrastructure element that may be larger than needed for their development.

19. Clarify the development process and commit to timelines for each stage of the process

Staff research: Community Development, which administers the Development Review process for the city, has long had performance goals associated with the development process. Generally, these are three weeks turnaround for the initial review of most land use cases, and two weeks for subsequent resubmittals. In the case of Building Permit reviews, the goal for Commercial building plans is 20 working days, as an example. Highlights of various performance metrics are found in the City Manager’s regular reports at <http://greeleygov.com/government/cmo/work-program>, and the Community Development Director can provide copies of monthly and year-end performance statistics for all Department activities upon request.

20. Simplify/Shorten the development process (we will seek to give you specific examples as we go forward)

Staff research: The Community Development Department adopted a multi-faceted software tool called TRAKiT in 2018, which provides real-time tracking and data for applicants, on-line submittals, and – on the staff side – automated workflow and accountability tools. In adopting this tool, staff rigorously reviewed the development review and permitting processes to find ways to shorten, improve, clarify, and standardize them. Significant changes and documentation were made; these workflow documents can be provided upon request. Despite significant changes at the time, the Department commits to continuously looking for process improvements yet today, now under the city-wide initiative of Operational Excellence. A short list of these efforts include attracting more experienced staff, standardizing and improving training, developing Standard Operating Procedure manuals, conducting customer surveys.

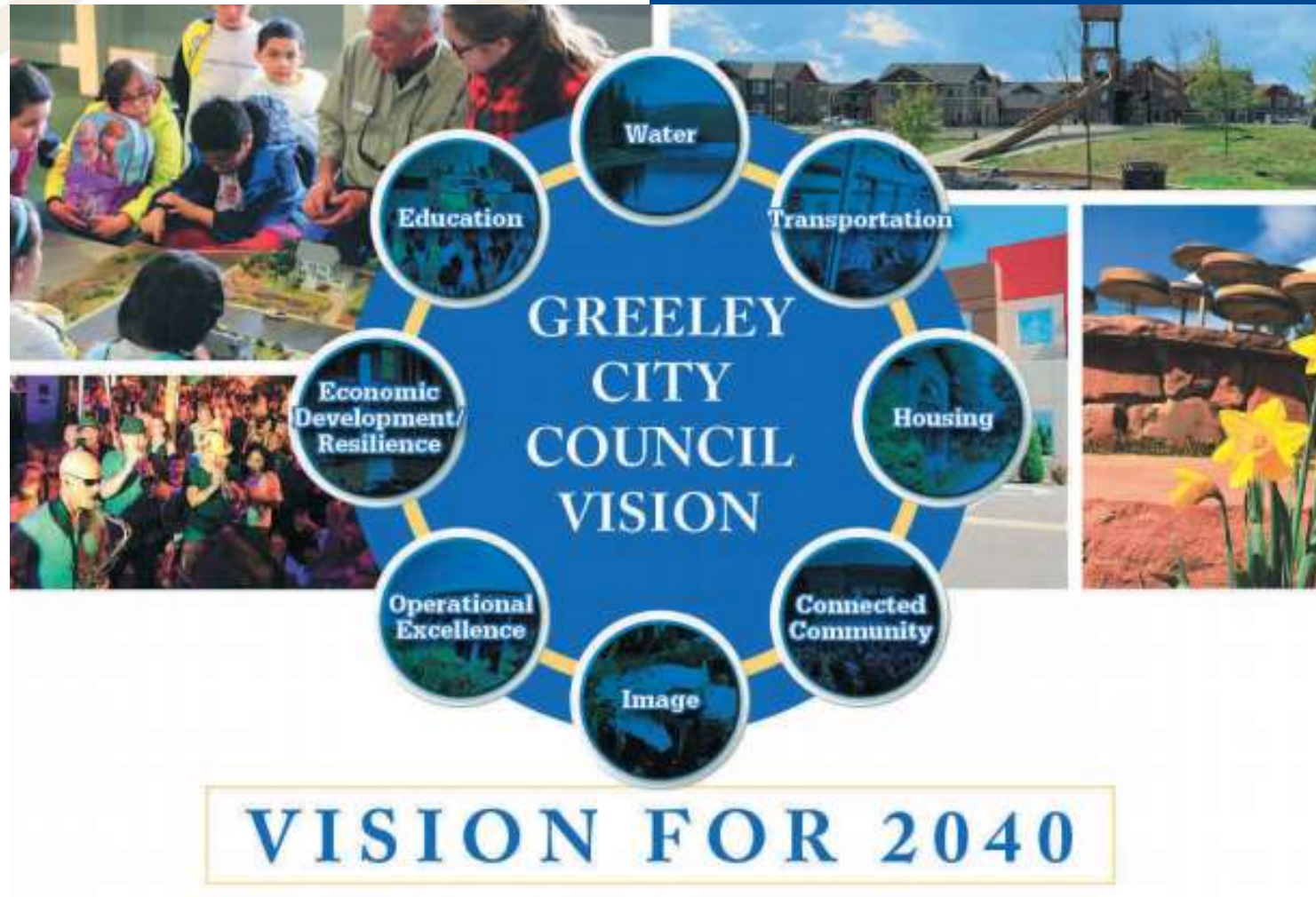
## Dry Utility Jurisdictional Comparison

Jurisdiction	Requirements
Greeley	<b>Based on actual costs from contractors for the infrastructure placed in the ROW. It varies depending on each project.</b>
Eaton	
Erie	
Evans	Requires permit for ROW, but not easements; \$65 base fee for <=25sf and \$13.50 for every additional 25 sf Website: <a href="https://www.evanscolorado.gov/sites/default/files/fileattachments/public_works/page/951/city_of_evans_row_excavation_permit_2019.pdf">https://www.evanscolorado.gov/sites/default/files/fileattachments/public_works/page/951/city_of_evans_row_excavation_permit_2019.pdf</a>
Firestone	
Frederick	The Town does have a permit for work that occurs in and adjacent to the right-of-way. The permit and fee schedule (Chapter 11 – Streets, Sidewalks and Public Property) are available on our website but a copy is also attached. The Town’s Right-of-Way Permit has a non-refundable fee of \$150, plus a refundable deposit based on the type and amount of work being done similarly based on area, quantity and length.
Ft. Collins	
Ft. Lupton	We do have a permit requirement through Public Works for working within the ROW
Johnstown	Don’t require a permit to work in our easements, to my knowledge. We do issue a ROW permit for construction/work. ROW application is located: <a href="https://www.fortluptonco.gov/DocumentCenter/View/3289/Public-Works-Permit-PDF">https://www.fortluptonco.gov/DocumentCenter/View/3289/Public-Works-Permit-PDF</a>
Larimer County	
Longmont	Before a Right-of-Way Permit is issued, the applicant shall provide a current Certificate of Insurance for: <ul style="list-style-type: none"> <li>• Commercial General Liability</li> <li>• Limits: \$350,000 / person, \$1,000,000/occurrence;</li> </ul> ermit applications for private infrastructure (i.e. underdrain systems or fiber optics) will require both a Work in the Right-of-Way permit and Infrastructure Permit. An Infrastructure Permit will require additional review time, fees, and added requirements. Infrastructure Permit applications are not available online. The Infrastructure Permit Guide will provide you with the steps necessary for permit issuance. The Certificate of Insurance shall include the City of Longmont, its Officers, Agents, and Employees as “Additional Insureds” Permit: <a href="https://www.longmontcolorado.gov/home/showdocument?id=1592">https://www.longmontcolorado.gov/home/showdocument?id=1592</a>
<a href="#">Loveland Location of ROW fees</a>	We do have a work in the right-of-way permit (question #1). Len Marques handles these. Yes we do have a ROW Permit for any work being performed within the Rights-Of-Way of the City of Loveland. This includes alley ways, and private roadways (so they meet our standards of repair per Code). Here is a link to our ROW Permit and all the questions frequently asked. The link: <a href="http://www.cityofloveland.org/departments/public-works/streets/permits">http://www.cityofloveland.org/departments/public-works/streets/permits</a> the quick version of the fees are on the ROW Permit for quick reference. I have included or attached the fee schedule for the rates, fines, etc.
Thornton	
Weld County	The Right-of-Way Use Permit is a tool to help regulate unauthorized obstructions of, excavations in, and use of the County’s rights-of-way and easements by utilities and line providers by requiring permits for ALL construction activities within the Weld County rights-of-way, whether gravel or paved, and including all public drainage easements. A Right-of-Way Use Permit grants a permit holder permission to occupy, excavate, survey, perform locations, or construct facilities within the County rights-of-way or easement, and provide for the subsequent restoration upon completion. These permits have a flat fee, but it varies.
Windsor	

# Housing Plan Progress/Update

Benjamin Snow, Director, Economic Health & Housing  
Brad Mueller, Director, Community Development

**June 2, 2020**



# NoCo Housing Now



<https://nocohousingnow.org/>

## A Call for Regional Housing Dialog

The Fort Collins Board of REALTORS®, in support of the City of Fort Collins' Affordable Housing Strategic Plan, has established NoCo Housing Now: A Call for Regional Housing Dialog. This campaign will encourage our local elected officials to consider regional dialog that identifies approaches to address housing affordability.

This campaign seeks to assure that the critical regional issue of housing affordability is being discussed on a regional scale. FCBR is supporting this effort via outreach to local government agencies with an offer of support for the formation of a regional task group, or other similar approaches that bring our communities together.

## Now is the Time

The Fort Collins Board of REALTORS® believe now is the time for municipalities and key stakeholders to come together to address housing affordability with regional cooperation in mind.

## History

NoCo Housing Now is an effort begun by the Fort Collins Board of REALTORS® in conjunction with the City of Fort Collins and NoCo Home Builders Association to establish a regional dialog about housing affordability in Northern Colorado.

From this initial effort, a regional coalition of the willing made up of over 50 partners, including 13 different cities/towns and 2 different counties has been formed. The NoCo Housing Now Coalition is a blend of interests comprised of non-profits, city/county staff, elected officials, housing industry representatives, economic interests, grassroots members, small & large businesses, University stakeholders, and interested community members.

The purpose of NoCo Housing Now is to serve as a convening group for discussion, partnerships, and intentional efforts to educate and address key issues related to housing affordability in Northern Colorado.





# CITY OF GREELEY STRATEGIC HOUSING PLAN

An Element of the Imagine Greeley  
Comprehensive Plan



# STRATEGIES

## Nine Housing Strategies:

1. Amend the Development Code to promote housing choice;
2. Minimize development costs for affordable housing;
3. Engage alternative housing providers to build affordable housing;
4. Improve the housing product mix;
5. Address the impact of raw water cost on housing affordability;
6. Complete subarea and neighborhood plans;
7. Create more ownership, move-up, and executive housing options;
8. Encourage vocational training, and apprentice programs for building trades; and
9. Facilitate development of manufactured home communities as an important affordable housing option.

# IMPLEMENTATION

Achieving the goals outline in the *Imagine Greeley Comprehensive Plan* will require new policies, new programs, new and deeper partnerships with non-profit organizations, land use development code changes, and possible zoning district changes.

Similarly, the strategies discussed in this *Strategic Housing Plan* will require separate and specific implementation. Adoption of the plan does not begin the implementation of any item nor legally bind the City to implement any particular strategy. Given that the actions are intended to take place in the future and that we cannot bind future Councils, there must be enough flexibility to permit future Councils to set priorities based on the City's needs.

The table below provides specific actions or "next steps" the City can pursue to implement the nine strategies. For each action a lead department or organization is identified who would likely spearhead the effort. Each actions was also assigned a time frame based on need and feasibility. Time frames are described as short-term meaning one to three years, mid-term meaning three to five years, long-term meaning five years or more, or ongoing for actions that needs to continue over time.

STRATEGY	ACTION	PRIORITY			IMPLEMENTED BY	
		Ongoing + Short Term (1-3 years)	Mid-Term (3-5 years)	Long Term (5 or more years)	City Lead	Partners

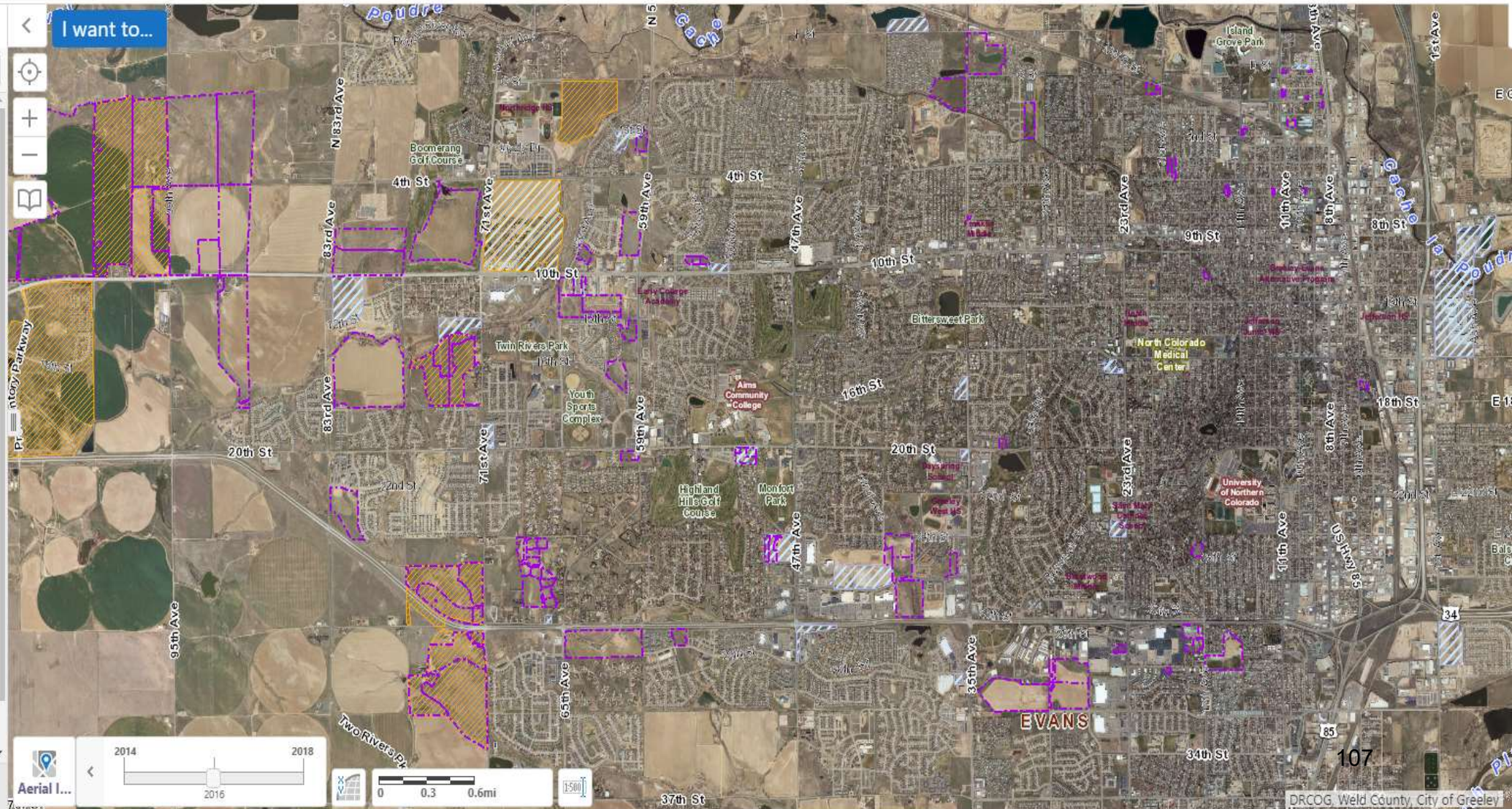
Tools Markup Measure

Home Initial View Pan Zoom In Zoom Out Street View Tool Move icon on map Identify Point PLSS Search Print Share

### Layers

Economic Health and Housing

- Land Development
  - Potential Development Sites
    - Residential
  - Zoning
    - Metro Districts
    - Development Concept Ma...
    - Zoning
- Districts
- FEMA Flood Areas
- Utilities
- Schools
- Parcel Boundaries
- 2013 Contours 2 Ft
- Greeley Basedata
- Aerial Imagery March 2014
- Aerial Imagery March 2016



## Dry Utility Jurisdictional Comparison

Jurisdiction	Requirements
Greeley	Based on actual costs from contractors for the infrastructure placed in the ROW. It varies depending on each project.
Eaton	
Erie	
Evans	Requires permit for ROW, but not easements; \$65 base fee for <=25sf and \$13.50 for every additional 25 sf Website: <a href="https://www.evanscolorado.gov/sites/default/files/fileattachments/public_works/page/951/city_of_evans_row_excavation_permit_2019.pdf">https://www.evanscolorado.gov/sites/default/files/fileattachments/public_works/page/951/city_of_evans_row_excavation_permit_2019.pdf</a>
Firestone	
Frederick	The Town does have a permit for work that occurs in and adjacent to the right-of-way. The permit and fee schedule (Chapter 11 – Streets, Sidewalks and Public Property) are available on our website but a copy is also attached. The Town's Right-of-Way Permit has a non-refundable fee of \$150, plus a refundable deposit based on the type and amount of work being done similarly based on area, quantity and length.
Ft. Collins	
Ft. Lupton	We do have a permit requirement through Public Works for working within the ROW
Johnstown	Don't require a permit to work in our easements, to my knowledge. We do issue a ROW permit for construction/work. ROW application is located: <a href="https://www.fortluptonco.gov/DocumentCenter/View/3289/Public-Works-Permit-PDF">https://www.fortluptonco.gov/DocumentCenter/View/3289/Public-Works-Permit-PDF</a>
Larimer County	
Longmont	Before a Right-of-Way Permit is issued, the applicant shall provide a current Certificate of Insurance for: <ul style="list-style-type: none"> <li>• Commercial General Liability</li> <li>• Limits: \$350,000 / person, \$1,000,000/occurrence;ermit applications for private infrastructure (i.e. underdrain systems or fiber optics) will require both a Work in the Right-of-Way permit and Infrastructure Permit. An Infrastructure Permit will require additional review time, fees, and added requirements.Infastructure Permit applications are not available online. The Infastructure Permit Guide will provide you with the steps necessary for permit issuance.</li> </ul> The Certificate of Insurance shall include the City of Longmont, its Officers, Agents, and Employees as "Additional Insureds" Permit: <a href="https://www.longmontcolorado.gov/home/showdocument?id=1592">https://www.longmontcolorado.gov/home/showdocument?id=1592</a>
<a href="#">Loveland Location of ROW fees</a>	We do have a work in the right-of-way permit (question #1). Len Marques handles these. Yes we do have a ROW Permit for any work being performed within the Rights-Of-Way of the City of Loveland. This includes alley ways, and private roadways (so they meet our standards of repair per Code). Here is a link to our ROW Permit and all the questions frequently asked. The link: <a href="http://www.cityofloveland.org/departments/public-works/streets/permits">http://www.cityofloveland.org/departments/public-works/streets/permits</a> the quick version of the fees are on the ROW Permit for quick reference. I have included or attached the fee schedule for the rates, fines, etc.
Thornton	
Weld County	The Right-of-Way Use Permit is a tool to help regulate unauthorized obstructions of, excavations in, and use of the County's rights-of-way and easements by utilities and line providers by requiring permits for ALL construction activities within the Weld County rights-of-way, whether gravel or paved, and including all public drainage easements. A Right-of-Way Use Permit grants a permit holder permission to occupy, excavate, survey, perform locations, or construct facilities within the County rights-of-way or easement, and provide for the subsequent restoration upon completion. These permits have a flat fee, but it varies.
Windsor	

# Dry Utility Jurisdictional Comparison

<b>Implementation/work item</b>	<b>Status</b>
<i>Evaluate costs and benefits of having City front-end sewer trunk lines</i>	Completed. Have worked with Water/Sewer to implement Local Improvement Districts for the landowners of Ashcroft Draw (Cobblestone) and the greater Lake Bluffs service area (i.e., Poudre Trunk Line). In addition, the on-going Sewer Master Plan seeks to identify development predictability; this information could be used to create economic development priority areas.
<i>Update the Redevelopment Resource Guide</i>	Completed. Seeking final approval/edits from EH&H before posting; otherwise is available for use.
<i>Adopt short-term rental (e.g. AirBnB) regulations</i>	Worksession with Council is March 3. Public and committee engagement is complete; final adoption will depend on Council feedback at the worksession.
<i>Implement the “Water Smart Neighborhood Policy”</i>	Nearly all details have been completed to pilot this concept with the Cardinal Acres subdivision (20 <sup>th</sup> Street & near 66 <sup>th</sup> Ave). Likely next pilot would be Cobblestone.
<i>Amend the Development Code for housing</i>	Preliminary elements have been identified (minimum lot size, subdivision requirements, etc.), but this will be fully implemented with the overall Development Code update.



# Questions?

**Benjamin Snow, Director, Economic Health & Housing**  
**Brad Mueller, Director, Community Development**

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 19**

Key Staff Contact: Sean Chambers, Water & Sewer Director, 970-350-9815

**Title:**

Presentation of Water History Book; *Confluence, The Story of Greeley Water*

**Summary:**

*Confluence, The Story of Greeley Water* a history of Greeley Water is self-described as a book about individuals and an organization that built an extraordinary, resilient water infrastructure in a city on the arid plains of northern Colorado. At this 150<sup>th</sup> anniversary of the founding of the Union Colony, we are beneficiaries of many courageous and resilient leaders who made difficult decisions in complex situations for the betterment of their community and its collective future. We are heirs to a diverse and resilient water system that collects water from 4 major basins and delivers it treated to our citizens through a vast network of infrastructure. Authors Gregory J. Hobbs, Jr. and Dr. Michael Welsh engage the reader in Greeley's water history, chronicling the bold investments, the challenging times, and the altruistic leaders who created this rich history.

Water & Sewer Board Chairman, Harold Evans, will formally present Council and Mayor with copies of the recently completed book and share appreciation for their support.

**Fiscal Impact:**

Does this item create a fiscal impact on the City of Greeley?	N/A
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	Non-Action Informational Report Item

**Applicable Council Priority and Goal:**

*Image:* Reinforce Greeley's vision as an attractive and vibrant community in which to live, learn, work and play.



**Decision Options:**

Informational only.

**Attachments:**

Copy of Book, Confluence, The Story of Greeley Water, to be presented

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 20**

### 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 Worksession Schedule regarding any upcoming meetings or events.

### Attachments

Council Meeting/Worksession Schedule  
Council Meetings/Other Events Calendar

## City Council Meeting Scheduling

Current as of 5/29/2020

This schedule is subject to change

Date	Description	Sponsor	Placement/Time
June 9, 2020 Worksession Meeting	COVID-19 Update	Roy Otto	0.25
	Housing Authority Structure Discussion	Ben Snow	0.50
	Service Level Discussion (TBD)	Paul Fetherston	TBD
	Executive Session: MSWSP Permitting Storage	Sean Chambers	
June 16, 2020 Council Meeting	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
	Ordinance - Final - Second Additional Appropriation	Robert Miller	Regular
	Ordinance - Final - Crosier's Corner Rezone	Brad Mueller	Regular
	Workforce Development Report	Ben Snow	0.25
	Comprehensive Annual Finance Report	Robert Miller	0.25
June 23, 2020 Worksession Meeting	COVID-19 Update (non-action)	Roy Otto	Regular
	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

# June 1, 2020 - June 7, 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 1

## Tuesday, June 2

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

## Wednesday, June 3

## Thursday, June 4

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

## Friday, June 5

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

## Saturday, June 6

## Sunday, June 7

# 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		

**Monday, June 8**

**Tuesday, June 9**

**6:00pm - 9:00pm City Council Worksession**  
(<https://zoom.us/j/332065143>) - Jessica Diagona

**Wednesday, June 10**

**Thursday, June 11**

**Friday, June 12**

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

**Saturday, June 13**

**Sunday, June 14**

# 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 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

**12:00am 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

**12:00am 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

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

July 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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 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**

# Council Agenda Summary

June 2, 2020

**Agenda Item Number 21**

Key Staff Contact: 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

**Summary:**

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.

**Council's Recommended Action:**

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.

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 22**

### **Title**

Consideration of a motion authorizing the City Attorney to prepare any required resolutions, agreements, and ordinances to reflect action taken by the City Council at this meeting and at any previous meetings, and authorizing the Mayor and City Clerk to sign all such resolutions, agreements and ordinances

### **Council's Recommended Action**

A motion to approve the above authorizations.

# Council Agenda Summary

June 2, 2020

## **Agenda Item Number 23**

### Title

Adjournment