

# CHIEF BUILDING OFFICIAL

City of Greeley, Colorado



# THE COMMUNITY

## Geography and Demographics

Established in 1870, Greeley has a population of 112,816 and sits on 49.8 square miles. Greeley's population is projected to increase to over 135,000 residents by 2032 and is expected to grow to more than 200,000 by 2055. According to US Census data, the Greeley metropolitan statistical area (MSA) expanded from 252,825 to 328,981. The 30.1 percent increase makes it the fastest growing metro area in Colorado and the fourth fastest-growing metro area in the country.

The city is 52 miles northeast of Denver and 30 miles east of the majestic Rocky Mountains, near the confluence of the Cache la Poudre and South Platte Rivers. US. Highway 34 and US. Highway 85 run through Greeley, and the city is approximately 20 minutes from Interstate 25 and less than an hour from Denver International Airport.

## Economically Diverse

Greeley is the county seat of Weld County and thrives as its education, trade, transportation, cultural, and marketing center. It is one of the top 10 most prosperous and productive agricultural counties in the US. and leads the state of Colorado in oil and gas production. The community enjoys a rich cross-section of cultures and ethnicities from across the globe.

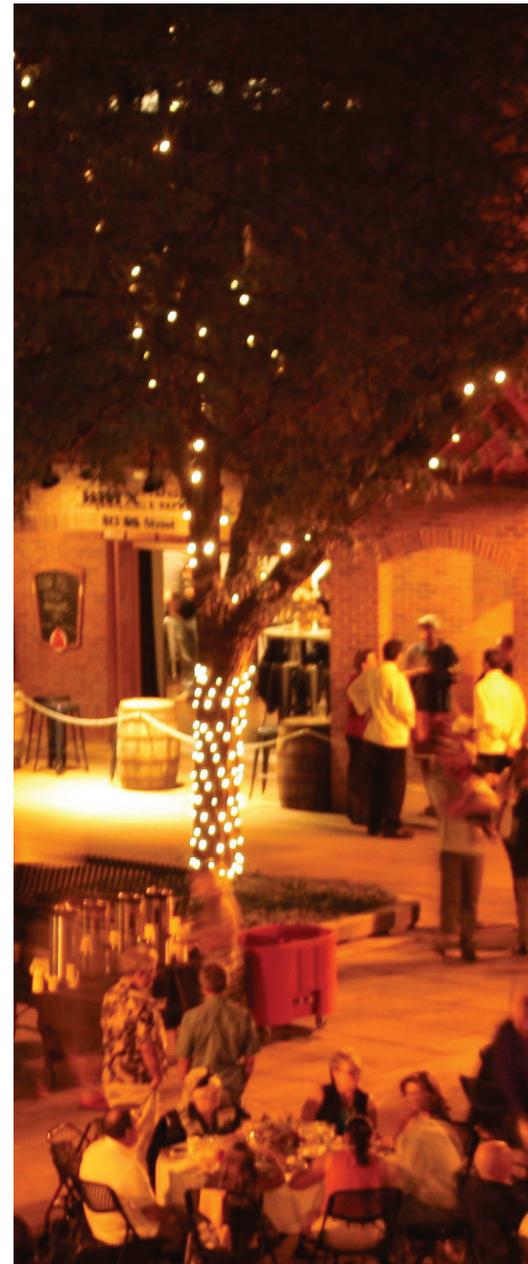
There is a deep commitment to achieving community excellence by fostering economic opportunities, expanding educational partnerships, enhancing quality of life, cultivating community resources, promoting talent and workforce development, enhancing transportation systems, and providing infrastructure to serve Greeley's future. A diverse mix of businesses, including food processing, agricultural innovation, health care, energy, breweries, entertainment, hospitality, and destination shopping, create the city's eclectic and diverse economy and character.

## Education

Greeley is a natural hub for education. Our city is home to a robust K-12 system, Greeley/Evans School District 6, and several charter and private schools, that nurtures young minds and sets them on the path to success from an early age. Our schools are committed to providing a comprehensive and innovative educational experience, ensuring every student is well-prepared for the future with collaborative local pathways to higher education or trade training.

Beyond K-12, Greeley is proud to host Aims Community College and the University of Northern Colorado. These esteemed institutions offer a wide range of programs and degrees, catering to diverse interests and career goals. Aims Community College is renowned for its innovative, practical, hands-on approach to learning, while the University of Northern Colorado is recognized for its research and academic excellence.

Greeley's connected educational system creates career paths, develops a strong workforce, and empowers our community. Our educational institutions work closely with local businesses and industries, providing students with real-world experiences and opportunities.



## MAJOR EMPLOYERS

JBS USA

Banner Health/Northern Colorado Medical Center

Greeley-Evans School District 6

University of Colorado Medical Center

University of Northern Colorado

Weld County

State Farm

City of Greeley

TTEC

Chevron

Leprino Foods

## THE COMMUNITY continued

### Safety

Community safety is the cornerstone to our thriving community and it serves as one of seven key focus areas for the City of Greeley. Our city's safety is not just a priority, it is a commitment. Substantial investments have been directed towards our police and fire departments, emphasizing crime prevention, emergency preparedness, and a variety of public health initiatives. The city's fire department provides fire and EMS from seven strategically located fire stations. Their efficiency is evident in their 81% response rate for all emergency calls within 5 minutes and cardiac save rate that surpasses the national average. The city's police department responds to over 92,000 calls for service annually with an average response time to priority one calls of 6 minutes and 35 seconds.

The city's forward-looking commitment to safety is further exemplified by the forthcoming real-time information center, an innovative approach that will further enhance response times and improve community safety.

### Arts & Culture

As one of Colorado's certified Creative Districts, Greeley offers diverse arts, music, and cultural events enjoyed by residents and visitors alike, including performances produced by the University of Northern Colorado's (UNC's) nationally acclaimed College of Performing and Visual Arts, the Greeley Chorale, and the Greeley Philharmonic Orchestra — one of the longest continually operating orchestras west of the Mississippi. The city's Cultural Affairs Division manages the 1,700-seat Union Colony Civic Center, art shows, movies, performances, and the city's public art program. Greeley is home to popular events and attractions such as the Greeley Stampede, Island Grove Park, Union Colony Civic Center, Colorado Model Railroad Museum, Centennial Village, Farmers Market, Weld County Fair, Friday Fest, Monster Day, Multi-Cultural Festival, OktoBREWfest, Greeley Blues Festival, and so much more.

### Parks, Recreation & Mountain Access

With a plethora of parks and facilities encompassing over 650 acres, the recreational amenities in Greeley are almost endless. There are golf courses, recreation centers, swimming pools, fields and courts for sports, skate parks, playgrounds, fishing ponds, and picnic areas. Greeley boasts activities for every person ranging from toddlers to active adults. Experience the outdoors, biking and hiking the 21-mile Poudre River Trail throughout the community. As the "front porch" to the Front Range, Greeley presents the opportunity to easily access unique outdoor experiences, from the Pawnee National Grassland to the east to Rocky Mountain National Park to the west.

### ACCOLADES

In recent years, Greeley and the Weld County region have been nationally recognized in many ways, including:

- 2<sup>nd</sup> Fastest Population Growth in the United States (Weld County, 2017)
- 6<sup>th</sup> Best Place in the United States for First-Time Homebuyers (WalletHub, 2019)
- Top 10 US Cities for New Constructions Homes in 2024 (Go Banking Rates, 2024)
- 8<sup>th</sup> Most Dynamic Metropolitan Area in the United States (Walton Family Foundation)
- 8<sup>th</sup> Best Small-Town Real Estate Market Study (WalletHub, 2019)



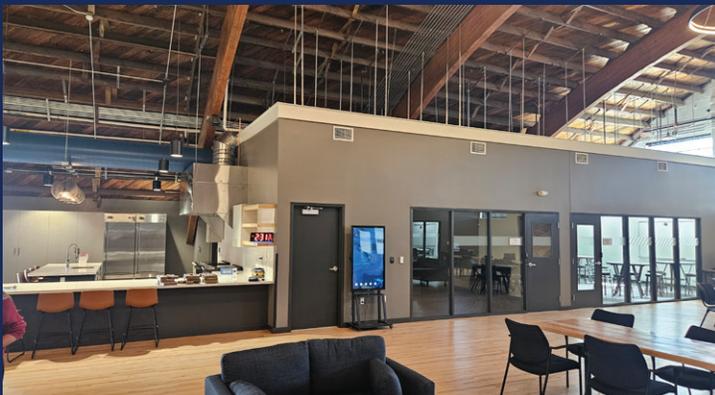
# GREELEY

## GOVERNANCE & ORGANIZATION

Greeley is a home rule city and operates as a council-manager form of government. The City Council is comprised of a Mayor and six City Council members. The Mayor and two members are elected at large and four members are elected by wards. Council members serve staggered four-year terms, with the Mayor serving two-year terms. The City Council sets the policies for the operation of the Greeley government, while the Council-appointed City Manager has administrative responsibilities for city operations.

Major projects recently completed or currently underway include:

- ▶ The City of Greeley has identified a potential partnership with the Water Valley Company on the development of a new 300+ acre mixed-use development located in West Greeley. The proposed development would create an entertainment district with sports, hospitality and retail opportunities. This opportunity will be vetted over the next year.
- ▶ A recently approved Downtown Greeley master plan that will initiate major investments in public art, road and pedestrian infrastructure, stormwater mitigation, redevelopment incentives, and place-making enhancements, which is attracting investment and innovation.
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- ▶ A state-of-the-art combined City Council Chambers, Municipal Court, and office building to better serve elected and appointed officials, staff, and the public. The facility provides flexible space while incorporating technology and creative meeting broadcasting.
- ▶ An upscale hotel and conference center located downtown and close to restaurants, shopping, and the Union Colony Civic Center. The hotel serves as a space for visitors, business meetings, and special events year-round.
- ▶ Over 300 new market-rate apartments have been developed in the downtown/university corridor, further increasing the appeal of this area. New restaurants, hospitality, and retail outlets are choosing to locate in every corner of the city.
- ▶ University of Northern Colorado proposed College of Osteopathic Medicine.
- ▶ The LINC, a state-of-the-art downtown library, innovation center & children's museum, and makerspace.





## CITY COUNCIL PRIORITIES

Business Growth

Community Vitality

High-Performance Government

Housing for All

Infrastructure and Mobility

Quality of Life

Safe and Secure Communities

## FINANCIALS

2024 budget:  
*\$311 million*

Employees:  
*Approximately 1,450 full-time*

Funding:  
*Greeley relies heavily on voter-approved local sales tax*

## CITY MANAGER

Appointed in January 2022, Raymond C. Lee III serves as Greeley's City Manager. He previously served as the deputy city manager in Greeley and held positions in the cities of Dallas and Amarillo, Texas. Mr. Lee has an excellent working relationship with a very collaborative City Council.

# ABOUT THE DEPARTMENT

The Community Development Department provides an array of services related to the City of Greeley's built environment, including annexation, land use review and development, comprehensive and sub-area planning, civil construction and building inspection, population projections and growth analysis, redevelopment support, code compliance, oil and gas development, neighborhood resources, special studies, and related grant and legislative support. It serves as a resource to the public and other departments for Census, demographic, growth, and related information.

Building Inspection, Planning, Code Compliance, Engineering Development Review, and Civil Inspections fall under this Department. Additionally, several boards and commissions work with the Community Development Department, including the Planning Commission, Historic Preservation Commission, Zoning Board of Appeals, and Air Quality and Natural Resources Commission.

The Community Development Department has 56 employees and an annual budget of \$9,066,794.

## MISSION

Guide the physical development of the community to meet the present and future needs of its citizens in a manner that promotes high-quality civic design, convenience, health, safety, efficiency, and economy.

## CORE VALUES

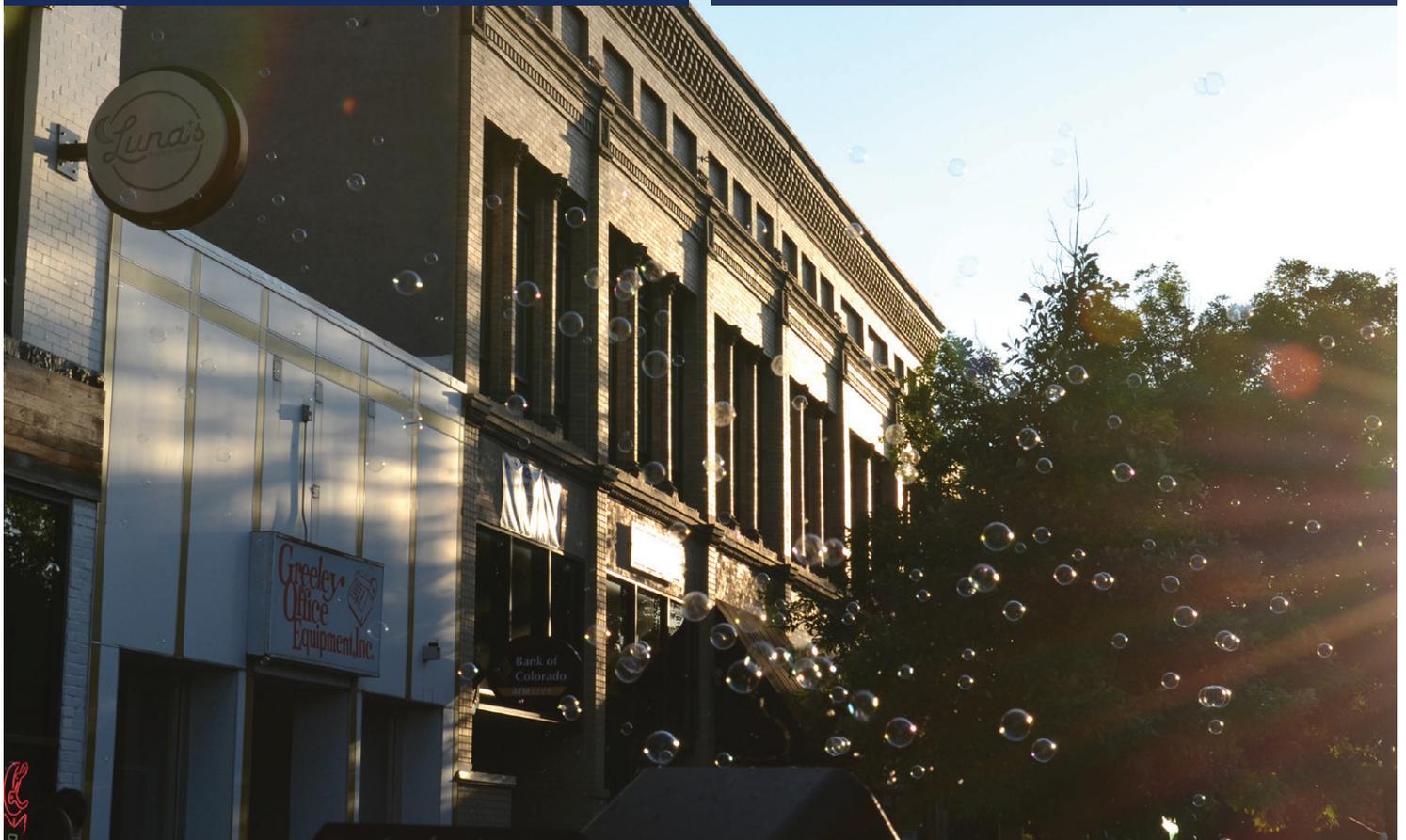
We are trusted to do the right thing.

We center our customers' needs to help them thrive.

We respect and reflect the diversity of our community.

We solve problems with urgency and creativity.

We work as a team to accelerate success.



## ABOUT THE POSITION

Reporting to the Deputy Community Development Director, the City of Greeley's Chief Building Official directs, manages, supervises, and coordinates the activities and operations of the Building Inspection Division within the Community Development Department. This position oversees building inspection and enforcement of state laws, codes, and local ordinances dealing with the construction of new buildings and the alteration, use, and ongoing safety of existing buildings. They coordinate assigned activities with other divisions, departments, and outside agencies and provide highly responsible and complex administrative support to the Community Development Director.

The Chief Building Official manages a Building Permit Technician, two Plans Examiners, and five Building Inspectors. They monitor staff workload on residential and commercial permitting processes, plan reviews, and building inspections, as well as unsafe and dangerous building inspections, residential rental inspections, business and liquor license inspections, and fire safety business inspections. This position effectively trains, mentors, and evaluates the performance of Department staff; helps advise the development of short- and long-range plans; and gathers, interprets, and prepares data for studies, reports, and recommendations.

Coordinating division activities with other divisions, departments, and agencies as needed is part of the Chief Official's job. They also assure that assigned areas of responsibility are performed within budget; perform cost-control activities; monitor revenues and expenditures to assure sound fiscal control; prepare annual budget request; and assure effective and efficient use of budgeted funds, personnel, materials, facilities, and time.

This position is in daily contact with staff, city employees, citizens, contractors, developers, and realtors on any issues involving permitting, plan reviews, inspections, field inspectors, plan review comments, and code interpretations. The Chief Building Official responds to requests pertaining to the applicability of codes, ordinances, city and state statutes, related regulations and industry standards, the codes enforcement processes, and case-specific information, while maintaining required security and confidentiality of information.

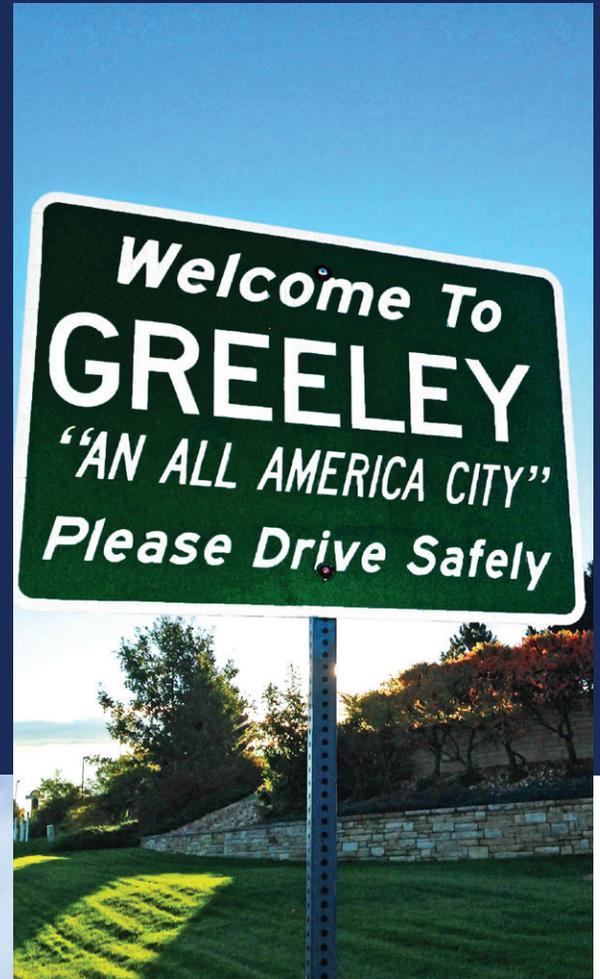
Additional responsibilities of the Chief Building Officer include:

- › Resolving complex customer service issues.
- › Providing guidance regarding codes to architects, engineers, contractors, developers, and other parties.
- › Conducting field inspection as required, including pre-inspection of premises to identify possible conflicts for future occupancies, potential code violations, illegal and dangerous structures and occupancies, reported code violations, and new and remodel construction projects as needed.
- › Handling plan review for new and remodel projects, both residential and commercial.
- › Maintaining professional relationships with the Northern Colorado Building Department's leadership through professional organizations, such as Colorado Chapter of the International Code Council.
- › Monitoring the incoming field inspection requests and the plan reviews to ensure completion in a timely matter.
- › Hiring, training, motivating, and coaching employees; evaluating employee performance and goal setting; and holding employees accountable for assigned task and goals.
- › Providing timely and constructive feedback and training opportunities with a focus on employee development.
- › Resolving conflicts and complaints.
- › Analyzing information and developing more effective and efficient processes.
- › Establishing and achieving business and financial objectives.
- › Ensuring compliance with safety procedures.

## OPPORTUNITIES AND CHALLENGES

The new Building Official will focus on the following opportunities and challenges:

- ▶ There are more than 15,000 units in process that the Building Official will need to become familiar with, understanding the volume and pace of the Department is challenging.
- ▶ At the beginning, the chosen Building Official will need to provide clear expectations for developers.
- ▶ This position will need to address local amendments to codes.
- ▶ Building professional interdepartmental relationships is expected.
- ▶ No matter what, the Building Official will work to maintain the reputation of the City as being customer focused.



## IDEAL CANDIDATE

The City of Greeley seeks a fast and efficient problem-solver, who understands the challenges of a high-demand environment, to serve as its next Chief Building Official. The ideal candidate will use a systems approach to plan review and inspection; will be knowledgeable in the principles and practices of budget preparation and administration; and will be familiar with the legal processes and considerations involved in prosecution of violations of the building codes and ordinances. The next Chief Building Official is a long-term thinker who can see the big picture. Rather than going strictly “by the book,” the Chief Building Official will understand how to effectively work with nuances of the code.

The ideal candidate can effectively provide executive-level communication and manage relationships with the development community. They will be able to provide management responsibility for assigned services and activities of the Building Inspection Division, including enforcement, interpretation, and implementation of the City’s building codes, customer service at the front counter, application intake, plan review, and issuance of building permits and building inspections.

The chosen Building Official will be willing to attend and participate in professional group meetings and code hearings; maintain awareness of new trends and developments in the field of building inspection; and incorporate new developments as appropriate. Experience responding to and resolving difficult and sensitive citizen inquiries and complaints is important. Knowledge of the TRAKiT Permitting Software and other office equipment is required of the chosen candidate.



## EDUCATION AND EXPERIENCE

This position requires a bachelor’s degree or specialized technical training of equivalent length. A minimum of 3-5 years of experience in Construction or Inspection Management is required. Candidates must have or be able to obtain the ICC Certified Building Official certification or UBC certification within one year.

This job requires occasional exposure to marginal-to-moderate hazards, including occasional use of ladders, scaffolding, and stairs for access to inspections; proximity to open electrical boxes and exposed wiring; and possible exposure to unsafe site conditions, both in construction and in unsafe existing building conditions.

# COMPENSATION & BENEFITS

The City of Greeley offers a competitive salary range of \$100,000-\$140,000, depending on qualifications and experience. The City offers a comprehensive benefits package, including medical, dental, and vision insurance; life insurance; a 401(k) retirement plan, paid time off, 13 paid holidays, and a wellness program.



## APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

**Larry Gilley, Senior Vice President**  
[LarryGilley@GovernmentResource.com](mailto:LarryGilley@GovernmentResource.com)  
325-660-4208



*The City of Greeley, Colorado, is an Equal Opportunity Employer that does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information or any other status protected by law or regulation. Applicants selected as finalists will be subject to a comprehensive background check.*

## RESOURCES

**City of Greeley**  
[Greeleygov.com](http://Greeleygov.com)

**Greeley Building Inspection**  
[greeleygov.com/services/building-inspection](http://greeleygov.com/services/building-inspection)

**Greeley Economic Development**  
[greeleycodevo.com](http://greeleycodevo.com)

**Greeley Chamber of Commerce**  
[greeleychamber.com](http://greeleychamber.com)

[City of Greeley Recruitment Video](#)

