



City Manager Monitoring Report

October 2, 2012

Below is a compellation of updates and projects that are either new or have changed since the last City Council meeting.

- **IT**
The IT strategic plan process was kicked off on September 26th and will start with the phase 1 compatibility review for the Police Department. This phase is set to be completed by October 9th, at which time the RFP evaluation team will evaluate the results and determine whether to continue the project with the current vendor.
- **Finance Department**
The department is wrapping up the City's 2013 budget and anticipates the Fire District 2013 budget will be adopted by their board at the end of October.

The process for implementation of the paperless Accounts Payable is in the design phase. The financing for the Fire District fire apparatus is getting closer to being finalized and options for the potential financing of the City's share of the library are being explored.

The team is in the process of scheduling the upgrade of the Revenue (sales tax & business license) module of EmGov and is targeting late October for implementation.

Finance Web Stats

August 1, 2012 – August 31, 2012

Page Views	Unique Pageviews	Ave Time on Page
371	316	2:39
% of Total: 1.28% (29,001)	% of Total: 1.44% (21,907)	Site Avg: 1:15 (112.74%)

Page Level	Pageviews	Unique Pageviews	Avg Time on Page
1. City Business and Tax License	62	50	2:09
2. Strategic Tech Plan RFP	59	50	2:02
3. Sales/Use Tax Information	57	48	2:14
4. 2011 Financial Statements	40	36	3:08
5. Sales Tax Update Newsletter	37	34	1:24

- **Fire Department/District**

- [Evans Fire Protection District – new logos](#)

- At an All-Department Meeting in early September the membership voted on new logos to reflect the transition from a City department to a separate District. A committee worked throughout the year researching and brainstorming to create the final choices. Below is the new logo which reflects the Colorado state flag as well as the Evans Fire District values of “Dedication, Compassion, Excellence.” The gold leaf will be used on the apparatus doors.



- [New 78' Rosenbauer Quint](#)

- One of the first projects as a new district is to update our current fleet. The first purchase will be a new 78' Rosenbauer Quint Pumper. Firefighters on the Truck Committee have made several trips to the manufacturing facility to closely monitor the construction of the new apparatus and review options at the various stages of construction. The new apparatus is expected to arrive in early summer 2013. This will be our first apparatus in the new black over red paint scheme voted on by the membership at the September All-Department Meeting.



- **Economic Development Department**

- [Evans Urban Renewal Authority](#)

- [Timeline for Highway 85 Corridor Plan](#)

- Adoption by City Council of the Urban Renewal Plan
 - Public Hearing by Planning Commission
 - Mailings out to all land/business/residents
 - Submitted to Weld County Commissioners
 - Publish notice of hearing in newspaper
 - Public Forum for Information
 - Letters to all about public forum
 - Notice regarding blight study
 - Blight Study Contracted
 - Economic Impact Study Contracted
 - Contact Made with all taxing agencies (later than)

- December 18, 2012
 - December 11, 2012
 - November 16, 2012
 - November 16, 2012
 - November 16, 2012
 - November 8, 2012
 - October 16, 2012
 - October 15, 2012
 - October 15, 2012
 - October 15, 2012
 - September 30, 2012 (no later than)

- [Library Project](#)

- The Library Design Advisory Group has been formed, and the first meeting will be Tuesday, October 16th at 5:00pm in the City Council Chambers (followed by the Planning Commission meeting at 7:00 pm). We'll have introductions followed by a discussion in general about the DAG and the process, and set future meetings. As we progress, the team will be able to interact via email and visually see the project on line as it unfolds during the design phase. We intend to apply for a DOLA Energy Impact Grant, which is due December 1, 2012.

Retail Strategy

Our implementation continues with the Highway 85 Corridor Plan (see the Urban Renewal Authority update above). We continue our focus on how best to bring retail to Evans, what kind of retail it should be, and how to secure that retail. Part of that process will be involved updating the Highway 85 Overlay District, Section 19.62 of the Evans Municipal Code.

Development Meetings

Staff has recently had development meetings with the following:

Family Dollar – 35th and 37th – will be submitting a site plan
Ashcroft Park Apartments – 35th and 34th – is in site plan review
Cave Creek Phase III – 35th and Prairie View Drive – will submit a new site plan
CDOT Park and Ride – east side of Highway 85, south of 42nd Street

Wayfinding Signage

The sign permits are in to CDOT for approval along Highway 85! The Avenues of Evans signs have been designed and reviewed – we had to change some colors to adapt to the cultural issues in Evans but they look great! They are all interchangeable panels in the signs so if they don't work well we can change the names, etc to protect the innocent! We continue to work with CDOT on the big green directional signs and adding Evans as a destination.

Business to Business Conference

Staff is planning a Business to Business (B2B) conference in March/April of 2013 here at the Evans Community Center. It will include a vendor show, educational seminars, and more. We will be working with the EEDAC, SBDC, Evans Area Chamber of Commerce, and Upstate Colorado.

Upcoming Dates of Interest

September 26	Bixpo, Loveland
October 1	Joint City Council and EEDAC Meeting, 5:30
October 9	Zoning Board of Appeals, 5:30
October 16	Library DAG, 5:00
October 16	Planning Commission, 7:00
October 18	Consumer/Merchant Show and Community Blood Drive, Moose Lodge, Evans

- **Community Development and Building Services**

Neighborhood Services

As weed season winds down, staff will be focusing on signage, landscaping, and other zoning code violations. Those have a different, and much more complicated, citation process. We will be working with the City Attorney to update that process to include some enforcement issues such as business licenses, closing businesses, and more.

Building Services

As you all know, we are seeing an uptick in the number of building permits being pulled. Right now we have halted all permits in Cave Creek until/unless they can meet the landscaping requirements in their agreements. They will be submitted a PUD amendment to address that issue.

- **City Website Stats**

There are no new updates at this time. Please watch the October 23rd monitoring report for September's stats.

- **CM's Office**

Building the staff's leadership skills and abilities has been a major priority for City of Evans and especially the City Manager's Office. We are proud to announce for the third year in a row the City of Evans will be sending two key leaders of the organization to the Rocky Mountain Leadership Program through the University of Colorado of Denver School of Public Affairs and Buechner Institute for Governance on October 22nd through the 27th at the Cheyenne Mountain Conference Center in Colorado Springs. Zach Ratkai, Building and Development Manager, and Sargent Troy McDaniels are the lucky attendees this year. Each of them have received a \$1,000 scholarship to attend. Upon completion Zach and Troy will join fellow alumni Aden Hogan, Julie Roeder, Sheryl Trent, Jessica Gonifas, Jessica Scheopner, Cameron Parrott and Fire Captain Jay Diebel. We are super proud of their efforts and look forward to seeing their skills expand from this program.