

City Manager - Monitoring Report

August 1, 2016

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

City Managers' Office	<ul style="list-style-type: none"> • Aden and Jessica continue to provide information to the Mayor and Council on the recruitment plan for the new City Manager. • The part time assistant slated to support both the city manager's office and Economic Development started this week. • Staff has been meeting with the Weld County Elections Division to coordinate a Voter Service Center at the Evan Community Complex during the November 8th General Election. According to the County, voters in the Evans area are showing higher return numbers at the Evans Complex, therefore the County would like to upgrade the location to a full Voter Service Center on Election Day. 														
Human Resources/Risk Management	<ul style="list-style-type: none"> • Staff received a 12-month utilization report from Colorado Employer Benefit Trust (CEBT) through June 2016 for the City's medical plans. The City's 12-month loss ratio (claims paid versus premium contributed) was 83.4% which is down from the previous month's 12-month ratio of 84.7%. This positive trend is great news and is setting the City up for a positive insurance renewal. The City is expected to receive the insurance renewal from CEBT on August 8th. <p>City of Evans Workers' Compensation Summary 1/1/2016 to 7/22/2016</p> <table border="1" data-bbox="354 1451 1528 1644"> <thead> <tr> <th>Year</th> <th>Number of Closed Claims</th> <th>Number of Open Claims</th> <th>Total Number of Claims</th> <th>Indemnity/ Med/Exp Paid</th> <th>Indemnity/ Med Reserve</th> <th>Total Incurred</th> </tr> </thead> <tbody> <tr> <td>1/1/16 - 17</td> <td>18</td> <td>2</td> <td>20</td> <td>\$4,079.79</td> <td>\$5,366.07</td> <td>\$9,445.86</td> </tr> </tbody> </table>	Year	Number of Closed Claims	Number of Open Claims	Total Number of Claims	Indemnity/ Med/Exp Paid	Indemnity/ Med Reserve	Total Incurred	1/1/16 - 17	18	2	20	\$4,079.79	\$5,366.07	\$9,445.86
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1/1/16 - 17	18	2	20	\$4,079.79	\$5,366.07	\$9,445.86									
Customer Service Unit	<ul style="list-style-type: none"> • July Utility Bills will be mailed on Friday, July 29, 2016 • Two new Customer Service Administrators to begin on Monday, August 15, 2016 • Building Permit applications are up to date 														
Finance	<ul style="list-style-type: none"> • Finance staff continues to work on the ADP migration, including completing multiple ADP mandatory training courses in anticipation of the transition this week. • Finance staff, along with members from other departments, completed a quarterly strategic planning session and identified goals to further the contribution of the finance department. 														

Flood & Recovery	<ul style="list-style-type: none"> • Maria Secrest, Regional Director, from Senator Cory Gardner’s office, stopped by the City Complex on Wednesday, July 27th to obtain updates on FEMA response. • Staff are submitting close out documentation for PW 680 (Waste Water Plant Emergency Repairs). • An amendment to the right-of-way is needed for the DCP pipeline because the bore that DCP did under the Park went off course a bit. They were able to correct it from that specific point and back in the right-of-way through the parking lot.
Recreation	<ul style="list-style-type: none"> • Last week concluded the 2016 summer sports season. Extreme Baseball & Softball, T-Ball, Coach Pitch, and 9-12 Co-Ed Softball had a total of 206 participants. In addition to the children from Evans, 107 children from Eaton and Kersey joined the T-Ball and Coach Pitch leagues. • Preventative maintenance is taking place on HVAC and fire suppression systems at the Evans Community Complex and Riverside Library and Cultural Center. • Ground water continues to be an issue with the irrigation vault at the Riverside Library and Cultural Center. FCI will be onsite next week to make repairs to the vault.
Information Technology	<ul style="list-style-type: none"> • Staff continues migrating existing City geodata to an industry standard local government information model. <ul style="list-style-type: none"> ◦ ADA curb ramp data • Reference maps were created for Police and Wastewater projects. • Citywide upgrade to Windows 10 has completed and we have met the deadline for the complimentary Windows update.
Building Department	<ul style="list-style-type: none"> • Staff released the building permits for the Kum & Go development project. • The plans for the Waste Water Treatment Plant are under review.
Neighborhood Services	<ul style="list-style-type: none"> • Every few weeks, the code enforcement team looks to conduct a brief project on City property or with other City departments as a teambuilding exercise, and to improve the City image. On Friday, July 22, code enforcement partnered with the parks department, and removed five dead crabapple trees from the cemetery above the City of Evans entryway. • Neighborhood Services Staff began looking into the feasibility of implementing several community and neighborhood engagement programs as early as 2017. Initial steps include researching the costs and administration necessary to implement and maintain such programs, as well as communicating with Greg Carr with the City of Arvada who runs several successful programs.
Planning	<ul style="list-style-type: none"> • Planning staff continues to respond to inquiries from existing property owners about potential development or redevelopment of their commercial properties. • Referred the Synergy Oil & Gas well site plan and subdivision plat to Xcel Energy and other review agencies for comments. • Continue to work with ARB Transload Facility in the long term development of their site in conformance with the conditions of the Use by Special Review.
Engineering	<ul style="list-style-type: none"> • GLH Construction began the annual Fire Hydrant and Valve maintenance contract work on Monday, July 26th. There will be intermittent water shut offs during this work. Residents have been notified ahead of shut offs. Project location maps have been added to the city website. • H&H Excavation began the emergency 8” valve repair in 17th Avenue. This project was complete on Thursday, July 28th. • Staff will continue to work on cost estimates for replacing the entire 12” mainline from 34th Street to 37th Street due to age and condition.

	<ul style="list-style-type: none"> • Naranjo Civil Constructors commenced the annual Concrete Replacement Project on Monday, July 26th. Project location maps have been added to the city website. • Consolidated Division, Inc. is under contract to maintain the improvements at Prairie View Drive for one year. Staff is aware of some dead trees & dry grass and will continue to work with the contractor. Staff will make sure that these items are remedied or replaced prior to the one-year deadline. • Staff worked with Synergy Resources on a temporary route and traffic control plan to haul in heavy drilling equipment. The approved route was: Hwy 85 south to 42nd Street; West on 42nd Street to Industrial Parkway; Left on Industrial Parkway turning into 49th Street; Right (North) on 35th Avenue and Left into the approved project site access point. Equipment hauling was complete on Thursday, July 28th and the original haul route will be followed for all other site operations.
PW Operations	<ul style="list-style-type: none"> • Valve at 17th Ave and 34th street was repaired. • The repairs on the line at Golden were successful. • ROW mowing is currently in progress. • Staff will be spraying more ROW next week. • Staff is monitoring the landscape installation along Prairie View Drive to identify any dead plant material that is to be replaced before giving “preliminary acceptance” of the work.
Parks	<ul style="list-style-type: none"> • All mowing operations are on schedule. • T-ball has finished and we are working with Recreation determining their needs for fall soccer fields. • Staff is continuing to work on dry spots in the turf and fine tune our new irrigation system throughout the city. • Staff is spraying weeds everyday as long as the weather cooperates. Once the wind reaches 10 mph or the temperature reaches 85 degrees we have to stop due to wind drift and evaporation concerns. • Staff is developing a schedule for turf aeration and sidewalk edging, which should begin in September.
Police	<ul style="list-style-type: none"> • Chief Brandt is representing the Colorado Association of Chiefs of Police in a partnership with numerous public and private agencies in a state-wide rollout of Naloxone. The partners include the Colorado Attorney General’s Office, Denver Health, the Colorado Consortium for Prescription Drug Abuse Prevention, the County Sheriffs of Colorado, the Office of Behavioral Health/CDHS, the Harm Reduction Action Center, the Colorado Municipal League, the Metro Mayors Caucus, and the Colorado Department of Public Health and Environment. The Evans police department has now equipped all officers with a nasal inhaler form of Naloxone, commonly called Narcan. • Evans PD is in the recruitment process for two vacant police positions. Providing there is acceptable candidates, they will be on board by September. • The two officers in field training are both progressing well and should be on their own within a couple of months. • Our new patrol vehicles will be coming on line shortly. Three are replaced vehicles via the Asset Management Plan. • The City has a partially dedicated traffic enforcement officer. Currently, due to staffing issues, Officer Wardlaw is dedicating as much time as possible to traffic safety. The goal is to have a full-time traffic safety officer on line before the end of

the year. PD is combining the traffic officer with the internist who is identifying crash locations on a monthly basis. Through the use of the data and future analysis the goal is to reduce crashes and focus resources to make our streets increasingly safer for the motoring and pedestrian public.

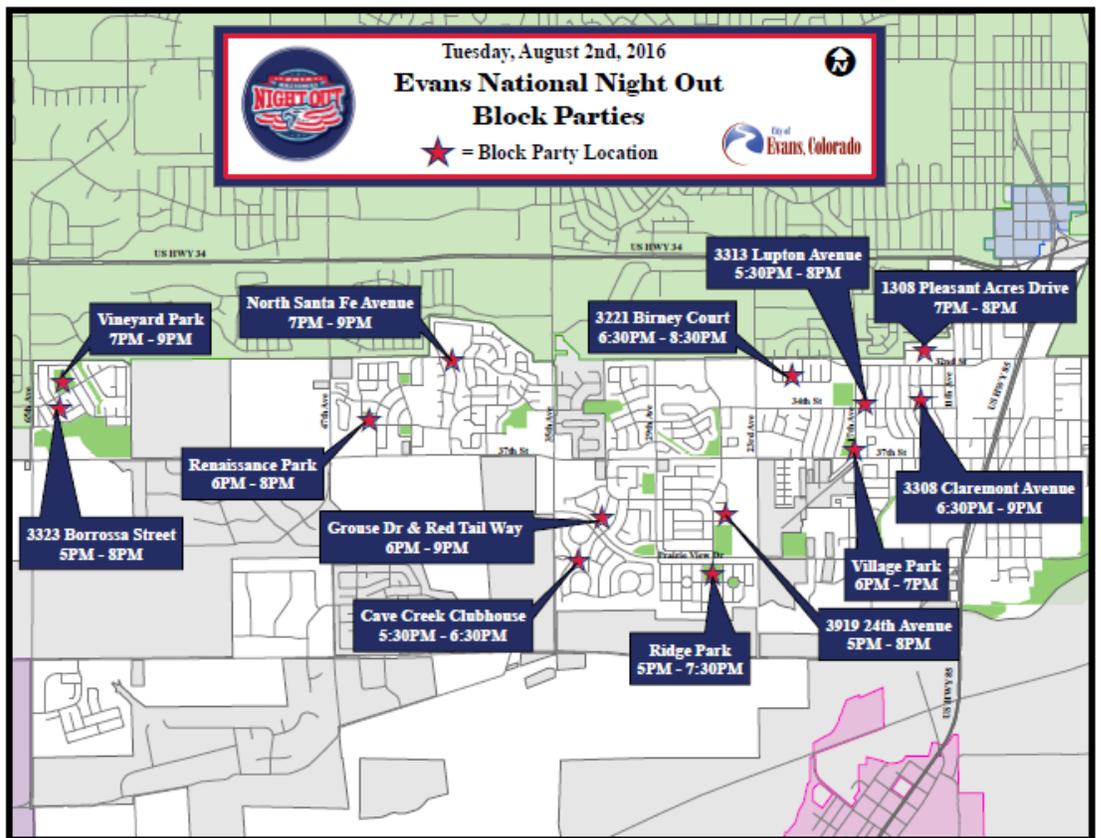
Economic Development

- A part time assistant was hired to support the administrative functions in Eco Devo. She started this week and will assist with some of the functions necessary to support the department including services as the first point of contact for Eco Devo inquiries.
- EEDAC has provided staff with a list of support items Eco Devo has provided in the past. Staff will evaluate those and work with the committee to determine the best way to handle those during the Eco Devo Director vacancy.

Communications

- There will be a record number of National Night Out events on August 2 in Evans this year – 13! Thanks to Officer McClatchey for a tremendous amount of hard work recruiting and organizing. *The Council sponsored ice cream social event will be held from 6-8pm at Renaissance Park.*

Location	5:00 PM	5:30 PM	6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM
Ridge Park									
3919 24th Ave									
3323 Borrossa St									
Cave Creek Clubhouse									
3313 Lupton Ave									
Village Park									
Renaissance Park									
Grouse Dr & Red Tail Way									
3221 Birney Court									
3308 Claremont Ave									
1308 Pleasant Acres Dr									
North Santa Fe Ave									
Vineyard Park									



	<ul style="list-style-type: none"> • The groundbreaking for the new Wastewater Treatment Plant will take place on August 9 at 9 am. RSVP's from Council are needed so we have the necessary number of hard hats and shovels. • The City's second annual photo contest - Picture Evans! – runs through November 1. Continual marketing through the newsletter, FB and the website has been taking place. Fliers will go into kids Friday Folders once school is back in session.
Waste Water	<ul style="list-style-type: none"> • Staff responded to a sewer backup at the Stampede Truck Stop. The obstruction was caused by a foot-long piece of 4" steel pipe. Staff was unable to determine how the pipe got into the system.
Waste Water Treatment Plant	<ul style="list-style-type: none"> • Garney Construction and their sub-contractors have been installing security fencing at the adjacent sites where the equipment and construction trailers will be located. • Garney is preparing to set up dewatering well points on the plant site. Since ditch water is unavailable to sink the well casings they have been given permission to use HNP effluent for this task. They are expecting to begin this next week. 