



**City Manager  
Monitoring Report  
August 04, 2014**

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

- **IT**  
Our new IT Manager, Kevin Aoki is officially onboard. Please stop by his office (by the break room) and welcome him.



- **CITY CLERK**  
The City Clerk has been working with the City Attorney and Communications Department to create an information document addressing the four amendments to the City Charter that will be on the ballot for Evans voters will consider at the General Election on Tuesday, November 4<sup>th</sup>. This document will be an educational tool for staff and City Council Members to reach Evans voters in the months leading up to the election.

The City Clerk has also been working with the Weld County Elections Division to execute: an IGA to coordinate our ballot questions onto the County's ballot during the General Election; and a facility use agreement to allow the City of Evans Complex to serve as a ballot drop-off location for the November 4<sup>th</sup> General Election.

- **ECONOMIC DEVELOPMENT**

### **Project Updates**

**Library Project:** The Library opening has been delayed a few weeks due to cold weather and some sub-contractor (framing) issues. It is set to be completed in late September, with an opening date of October 6. We plan on hosting a few celebrations, so stay tuned! We will have the Library, a police substation, a coffee shop (potential tenant in the works!!), a museum/history component, large meeting rooms to seat close to 400, a large board room, and an office space for our economic development partners to use. Outdoor amenities include an open amphitheater (movies and music ready), a playground, small community garden, area for a Farmer's Market (likely to open in 2015), and a bus stop for GET and School District 6. Feel free to stop by the construction site and take a peek! The new Library will have two (2) murals to add artistic interest to the building, which will also meet Gold LEED standards.

**Shop Local Program:** It's on! The first 50 businesses that generate sales tax in the City of Evans will be added to our Shop Local membership group. The newly revamped website is up and running and we will add logos, photos and coupons as they come in. We would like everyone to join by the end of August so that we can use September/October to market, and the entire month of November to release ads and encourage people to Shop in Evans! Shop Local Saturday is November 29<sup>th</sup>, 2014. We intend to order decals, bags, and other marketing "gear" to help get the word out.

**Farmer's Market:** Due to the delay in the completion of the Library (the location of the Farmer's Market) we will likely open in 2015. However, we will use the remainder of this year, with our newly hired contract Farmer's Market Manager, to promote the Evans Farmer's Market, send out notices and marketing material, and hopefully host a day long market after the Library opens - in early October to hit the last of the growing season.

**Murals:** The Weld County community health campaign--Make TODAY Count!-- is sponsoring an Evans community mural projects throughout the community this summer, and They need your help! We are planning on asking them to paint a few buildings in Historic Evans (the restroom and storage at City Park, the old Fire Station, perhaps others). They are looking for community members to help come up with themes for the mural and to be involved with the painting—no experience necessary! They painted their first mural a few weeks ago—here is a

blog post about it: <http://www.greeleyunexpected.com/blog/community-mural-project-8th-ave-22nd-st-greeley-high-school-students>.

[Long Range Planning Updates – please see attached time line](#)

**National Night Out:** Please mark your calendars for National Night out on Tuesday, August 5<sup>th</sup>. The City and the Recover and Redevelopment Task Force are sponsoring an event at City Park, and part of the focus (besides hot dogs and ice cream) will be on our Master Plans. Come and join the comments! Also know that between August 4 – 6, our consultant for the Riverside Park Master Plan will be at City Hall for meetings and comments from the public, as well as tours of the damaged site. Follow us on Facebook for more details!

**Historic Evans Master Plan:** Matrix is underway on the Master Plan. Their timeline is headed for a completion date of spring of 2015, but may need to be adjusted based on information and community input. Their first step will be to gather information about stakeholders, coordinate public meetings with our other master planning projects, and work with the Task Force to get input and information. We will be running parallel timing and tracking with our other master plans and related projects such as an historic building inventory and a technical assessment of a potential downtown location.

**Riverside Park Master Plan:** THK has started their process, which will likely be complete in November. FEMA (fortunately) extended their deadline for an alternate procedure (replacing the same functions that were destroyed in the flood, but maybe not in the same manner or in the same location). THK was given three tasks: to develop an inventory of existing park and recreational assets, to determine from a citizen survey and other information what facilities and assets are needed and wanted in Evans, and to then recommend a location and priority for each of those functions.

**South Platte River Master Corridor Plan:** This grant from CWCB was awarded to the City, but we have not yet accepted it due to staffing resources. We have received a CDBG DR grant to allow for some planning staff that would then help manage this grant. We are in the recruitment process and will start a public information campaign in August. The work is an engineering/water study of the South Platte from the St. Vrain down to the influx of the Poudre River.

**South Platte River Master Plan:** This is the plan we started before the flood that has been delayed (not only due to the flood but due to some personal medical issues). We hope to get it back on track on June 26<sup>th</sup> with a presentation to the Task Force, and hold a River Summit on July 18<sup>th</sup> and July 19<sup>th</sup>.

**Trails:** The City did receive a grant to replace damaged trail systems (along with the FEMA reimbursement for damage) and, while this does depend on a number of other decisions, a new trail system could be constructed this fall. Those other decisions involve the trash underneath the trail location, the berm and what repairs might be necessary, and the actual construction content of the trail (Concrete? Crusher fines? Other surfacing?)

### Retail Strategy

Highway 85 and 31<sup>st</sup> Street is the focus of our retail strategy efforts. All four corners are being considered for land use, design and projects that may benefit the long term financial sustainability of the City.

### Urban Renewal

**Highway 85 Plan Area:** The Master Plan, adopted in February, is in place and we are working on specific zoning language to present to the City Council in July and August of this year. A Project Description for what types of urban renewal the Evans Redevelopment Agency will support in the 31/85 area will be adopted by the ERA on August 19<sup>th</sup>. Additionally some major capital investments in land are being transferred to the ERA in early September in order to spur economic investment in that same area.

**Historic Evans Plan Area:** This is being driving by the Master Plan (see information on Matrix Consulting above). There may be a few projects, such as multi-family housing, that the ERA could support in the areas most affected by the flood while we go through the process.

**Updates to 19.62 and New Zoning Districts:** In response to the new Master Plan (adopted in February of 2014) the staff is presenting a revised 19.62 to the City Council on August 19<sup>th</sup>. That would also include adoption of the new zoning districts as adopted in 19.62. Finally, that new zoning will be assigned to the properties in the Corridor in September and October to fulfill the vision of the Master Plan. Please see below for meeting times and dates!

## City of Evans

### Highway 85 Overlay District Rezoning Effort (Fall 2014)

The City of Evans would like to inform you of upcoming dates related to the US Highway 85 corridor. Over the next several months, the City will hold a public open house to discuss proposed zone districts and updated design standards for properties located within the US 85 Overlay District. In addition several items are scheduled to be reviewed before the Planning Commission and City Council. As a property or business owner in the area, you are invited to attend.

#### **When and Where**

##### **Informational 'Open House'**

*Thursday, August 7, 2014 (4:00 - 6:30 pm)*

##### **Amendment to Overlay District Design Guidelines**

*City Council Hearings: August 19 & September 2 (7:30pm)*

##### **Adoption of New Zone Districts for the Highway 85 Overlay District**

*City Council: August 19 & September 2 (7:30pm)*

##### **Assign New Zoning to Properties within the Highway 85 Overlay District**

*Planning Commission: August 27 (6:00pm) City Council: Sept 16 & Oct 7 (7:30pm)*

##### **Adopt New Zoning Map and New Future Land Use Map**

*Planning Commission: September 23 (6:00pm) City Council: October 21 (7:30pm)*

**All meetings/hearings will be held at City Hall, 1100 37th Street**

**in the City Council Chambers.**

If you have comments but cannot attend please contact Sheryl Trent, Economic Development Director, at [strent@evanscolorado.gov](mailto:strent@evanscolorado.gov)

### **Sales Tax Update**

Category	2013 YTD	2014 YTD	% Change
Base	624,746	867,783	39%
Commercial	737,399	802,061	9%
Industrial	616,231	1,225,287	99%
Utilities	318,949	309,253	-3%
Motor Vehicle	512,372	636,699	24%

**We are \$297,311 ahead of what we needed to collect this month to meet our annual budget.**

## Building Activity

Project	Type	Location	Staff Assigned	Contact Info	Status	Date Submitted	Date Due/ Expires	Notes
Cave Creek Phase III	PUD Amendment	35 <sup>th</sup> and Prairie View Drive	Sean	970.475.1167 <a href="#">Email</a>	Ready for Hearing	March 18	March 25	City Council – Tabled until July 15
CDOT	Site Plan	1004 42 <sup>nd</sup> St (Lot to the south)	Zach	970.475.1111 <a href="#">Email</a>	Site Plan In			Development Agreement in Limbo
Prairie Heights Middle School	Const. Drawings	3737 65 <sup>th</sup> Ave	Dawn	970.475.1160 <a href="#">Email</a>	Under Construction	2/21/14	3/11/14	Complete
Evans Industrial Park LLA	Lot Line Adjust/Site Plan	4650 Industrial Parkway	Sean	970.475.1167 <a href="#">Email</a>	Under Review	3/21/14	4/8/14	DeJohn
1st and 31 <sup>st</sup>	Annex and Zone	SE Corner of 1 <sup>st</sup> Ave and 31 <sup>st</sup> St	Zach	970.475.1111 <a href="#">Email</a>	Pre Application	11/5/13	5/5/14	Expired
Fast Break Restaurant	Addition of Use	1100 42 <sup>nd</sup> St	Sean	970.475.1167 <a href="#">Email</a>	Pre Application	11/14/13	5/14/14	Expired
Moser Property	Former Auto Dealer / Vacuum Shop	2800 11 <sup>th</sup> Ave	Sean	970.475.1167 <a href="#">Email</a>	Pre Application	11/19/13	5/19/14	Expired-Waiting for App
Driftwood Commercial	Rezone & Land Use Amend	2485 and 2435 37 <sup>th</sup> St	Sean	970.475.1167 <a href="#">Email</a>	Complete	3/25/14	4/8/14	City Council Approved Rezoning
Bonanza Creek	Comm Tower (USR)	4301 Industrial	Sean	970.475.1167 <a href="#">Email</a>	Complete	2/17/14	8/17/14	City Council Approved
Sorin Wells	USR – Oil and Gas		Sean	970.475.1167 <a href="#">Email</a>	Complete	2/27/14	3/18/14	City Council Approved
Meraz MFG Home	Pre-App	37 <sup>th</sup> and Pueblo (SE Corner)	Sean	970.475.1167 <a href="#">Email</a>	Pre-App	03/12/14	04/01/14	Will require public improvements on Pueblo, no MFG home allowed per zoning
Varco	Variance	4000 Carson Ave	Sean	970.475.1167 <a href="#">Email</a>	Under Review	6/2014	07/08/14	Variance App IN
Moser Crematorium	Code Amend	Commercial Zones	Sean	970.475.1167 <a href="#">Email</a>	In Process			Sean Doing Code Language Amend
Behring Property	Pre-App	120 37 <sup>th</sup> St	Sean	970.475.1167 <a href="#">Email</a>	Pre-app	5/13/14	11/13/14	RV Park for Oil Workers
Werning	Pre-App		Sean	970.475.1167 <a href="#">Email</a>	Pre-app	7/1/14	01/1/15	PUD Amendment
Tender Care	USR-Daycare	3451 23 <sup>rd</sup> Ave	Sean	970.475.1167 <a href="#">Email</a>	Under Review	6/10/14	12/14/14	PC-August





- **PUBLIC WORKS**

- **Engineering**

- Meter Replacement & Asphalt Patch Contracts go to Council on August 4<sup>th</sup>
- 2014 Concrete Replacement Project: Contract documents in signature process. Construction schedule will be out as soon as the contract is fully executed.
- 1<sup>st</sup> Ave/37<sup>th</sup> Street: The IGA has been signed by Evans and is currently with the State procurement offices for signature. The State is processing payment reimbursement for the emergency work portion.
- Prairie Heights Middle School Off-site Utility Project: Phase one of the project is almost complete and we will be moving forward with the next phase of the project. For several reasons we have had to make the decision to combine the final three phases into Phase Two. This means that starting Monday, August 4<sup>th</sup> the intersection of 37<sup>th</sup> Street / 65<sup>th</sup> Avenue will be a full closure. This will require very long detours so the traffic control plan is attached. There is also a less detailed copy attached that we will use to advertise in the Tribune as well on our social media sites. The closure is scheduled for 6 weeks.
- The city has contracted with Martin Marietta Materials, Inc. to perform a temporary asphalt skin patch on 35<sup>th</sup> Avenue. This work will smooth out the area and provide a better road surface while we work through the design update and contracting procedures for the 35<sup>th</sup> Avenue Widening project. The work is scheduled to take place by end of the day Saturday as this roadway will become a part of the detour route for the 37<sup>th</sup> Street / 65<sup>th</sup> Avenue closure.
- Working with Kolbe Striping on a schedule to mobilize to complete our annual striping contract
- Working to complete ROW agreement and design update for 35<sup>th</sup> Avenue widening project

- **Operations:**

- Neville will be off of GLIC until PMHS gets the water and sewer in on 65<sup>th</sup> Ave. Neville's should have adequate water in the non-potable pond.
- We have completed mosquito spraying for the month.
- We have finished up ROW mowing, and are still sweeping and spraying
- We will be out on Monday, August 4<sup>th</sup>, to blade our aggregate roads

- **Waste Water:**

- Weed Control still ongoing.
- We are jetting the entire area from 11<sup>th</sup> Ave east to the WWTP. Expected completion sometime in August.
- We began our own lab testing on Thursday 7/24/14. We should be able to return to our regular testing schedule. The only contract testing will be for samples collected to meet Reg. 85 and our quarterly toxicity testing.

- **Parks:**

- Normal maintenance operations for parks maintenance, mowing, irrigation, and forestry.
- We are changing the light fixtures at City Park to LED. We are trying to get these completed before the Neighborhood Night Out event on August 5<sup>th</sup>.
- Three non-pot pumps (Neville's Crossing, Chappelow, and City Park) are currently out of service and are being repaired.
- We are looking at an alternative for non-potable water at Pioneer Park. It may be feasible to run a line from North Point pump station to Pioneer and also be able to add 35<sup>th</sup> Avenue as we go by.

- **POLICE DEPARTMENT**

- 2014 COMMUNITY SAFETY & AWARENESS FAIR – THE SECOND ANNUAL SAFETY & AWARENESS FAIR KICKS OFF AT 9:00 AM ON SATURDAY AUGUST 9<sup>TH</sup>. LAST YEAR THE INAUGURAL EVENT SAW 30 PUBLIC SAFETY ORGANIZATIONS PARTICIPATE. THE EVENT WAS SUCH A SUCCESS THAT THIS YEAR WE HAVE SEEN AN INCREASE OF APPROXIMATELY 80%! AS OF TODAY THERE ARE 54 GROUPS REGISTERED! SOME HIGHLIGHTS THIS YEAR WILL INCLUDE POLICE SWAT, BOMB, AND K-9 DEMONSTRATIONS, MEDI EVAC LANDING, A LIVE FIRE DEMO BY THE FIRE DISTRICT, A VEHICLE EXTRACTION DEMO, AND NUMEROUS MILITARY VEHICLES ON SITE. IT PROMISES TO BE AN EXCELLENT EVENT THIS YEAR!
- NATIONAL NIGHT OUT 2014 – ON TUESDAY AUGUST 5<sup>TH</sup> THE POLICE DEPARTMENT WILL BE VISITING EIGHT BLOCK PARTIES SCHEDULED IN EVANS THIS YEAR. A LIST OF LOCATIONS WILL BE SENT TO COUNCIL AND ALL CITY DEPARTMENTS.
- LAST WEEK ONE OF OUR OFFICERS WAS INVOLVED IN A NON-INJURY TRAFFIC COLLISION WHILE RESPONDING TO CALL. THE POLICE CAR WAS “TOTALED” BY THE INSURANCE COMPANY.
- IN RESPONSE TO COMPLAINTS OF TRAFFIC VIOLATIONS IN THE 2300 BLOCK OF 32<sup>ND</sup> AVE., OFFICERS WERE DIRECTED TO INCREASE ENFORCEMENT EFFORTS IN THE AREA. WE ALSO DEPLOYED OUR SIGN BOARD ADVISING DRIVERS THAT A LEFT TURN FROM WEST BOUND 32<sup>ND</sup> WAS PROHIBITED. DURING A TWO-WEEK PERIOD OVER 60 CITATIONS WERE ISSUED. WE HOPE MOTORISTS WILL NOW BE MORE AWARE OF THE SITUATION.
- WE HAVE MOVED INTO THE FINAL PHASES OF OUR HIRING PROCESS. WE CURRENTLY HAVE TWO VACANCIES TO FILL. OUR TOP CANDIDATES ARE SCHEDULED FOR POLYGRAPHS NEXT WEEK AND WE HOPE TO OFFER JOBS BY THE MIDDLE OF AUGUST TO THE FINALISTS.