



City Manager
Monitoring Report
September 2, 2014

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

- **ECONOMIC DEVELOPMENT**
Project Updates

Library Project: It is set to be completed in late September, with a move in date of October 6. We plan on hosting a few celebrations – the first is a donor appreciation event by invitation on October 9th. The Grand Opening hosted by the Library will be October 18th from 10 – 2! 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 29th, 2014. We have some awesome bags and decals for our members and will share them with you too!

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 market during the grand opening on the 18th.

Murals: The Weld County community health campaign--Make TODAY Count!-- is sponsoring an Evans community mural projects throughout the community this summer. They just finished their first mural in City Park and would LOVE some feedback. Check it out and let me know – I will forward your comments back to them to encourage them to paint another one!

[Long Range Planning Updates](#)

Historic Evans Master Plan: Matrix is underway on the Master Plan. The survey is completed and closed as of August 29th. Results were shared with the Task Force at this Thursday meeting. One major decision out of the survey, recommended by the Task Force, to start calling the study area **Evans Riverside**. If there are no objections from the Council we will start using that branding for our work in the area.

Their timeline is headed for a completion date of spring of 2015, but may need to be adjusted based on information and community input. They will be at EvansFest to continue their work. 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 is well into 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. THK will also be at Evans Fest with the most current suggestion for the development of the park.

South Platte River Master Corridor Plan: This grant from CWCB was awarded to the City, and 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. **Our first meeting is Thursday, September 4 from 10 – 2...please come!**

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 31st 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. Some recent land transfers were completed this month which will create the opportunity for some economic development in the area!

[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 was adopted by the ERA on August 19th. 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. The zoning and new mapping will be adopted in September and October.

Historic Evans Plan Area: This is being driven 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.

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

Building Activity

Project	Type	Location	Staff Assigned	Contact Info	Status	Date Submitted	Date Due/ Expires	Notes
CDOT	Site Plan	1004 42 nd St (Lot to the south)	Zach	970.475.1111 Email	Site Plan In			Development Agreement in Limbo
Moser Property	Site Plan	2800 11 th Ave	Sean	970.475.1167 Email	Site Plan	8/4/14	8/26/14	Under Review
Driftwood Commercial	Concept Plat	2485 and 2435 37 th St	Sean	970.475.1167 Email	Awaiting App	Pending		Concept Plan for Duplex
Meraz MFG Home	Pre-App	37 th and Pueblo (SE Corner)	Sean	970.475.1167 Email	Pre-App	03/12/14	09/12/14	Will require public improvements on Pueblo, no MFG home allowed per zoning
Varco	Variance	4000 Carson Ave	Zach	970.475.1111 Email	Under Review	6/4/2014	07/08/14	ZBA September 4
Moser Crematorium	Code Amend	Commercial Zones	Sean	970.475.1167 Email	In Process			Hearing Scheduled City Council September
Behring Property	Pre-App	120 37 th St	Sean	970.475.1167 Email	Pre-app	5/13/14	11/13/14	RV Park for Oil Workers
Werning	PUD Amendment		Sean	970.475.1167 Email	PUD Amendment	7/1/14	8/5/14	PC – August 27
Tender Care	USR-Daycare	3451 23 rd Ave	Sean	970.475.1167 Email	USR	6/10/14	8/5/14	PC – August 27
Envirotech Transload	Traffic Study	6850 47 th Ave	Dawn		Awaiting Traffic Study	8/5/14	2/5/15	
First and 31 st	Annexation	1 st Av. And 31 st St	Zach	970.475.1111 Email	Awaiting App			
First and 31 st	Zoning	1 st Ave and 31 st St	Sean	970.475.1167 Email	Awaiting App			
SRC Wells	Pre-App		Sean	970.475.1167	USR?	8/26/14	2/26/15	Baseline is Client

				Email				
Bella Vista	Pre-App	333 37th St.	Zach	970.475.1111 Email	Redevelop	8/26/14	2/26/15	Concept Plan

	Pre-App, Pre Submittal
	DRT Enforcement Project
	Official DRT Review
	Finalizing/Ready for Hearing/Hearing Scheduled

- **FIRE DISTRICT**

Brian Lee has been promoted to Captain, filling the longstanding opening.

Part time firefighter Troy Brown has been hired to fill the full time opening, with these changes the District's full time staffing compliment is full.

We are in the process of making changes to the part time firefighter program to bring added consistency to our staffing.

- **HUMAN RESOURCES**

"As you know, the City proceeded with performing a compensation study. Mountain State Employers Council (MSEC) was secured as a neutral, objective, professional subject matter expert to complete this study as well as assist and advise us. The City is a member of MSEC. MSEC is non-profit agency specializing in human resources services. They were selected based on their high quality surveys and expertise. Specifically, Candy Siderius is the project consultant. She has a significant compensation and classification experience, including working with public sector agencies.

Study objectives were to develop a compensation system that is:

- Compatible with the City's mission, philosophy, strategy and culture
- Internally equitable
- Externally equitable ; determine how our pay practices relate to our comparison group
- Effective in recruiting and retaining employees
- Affordable and sustainable. Absolutely must be affordable and based on our ability to generate revenues.

The Management Team proceeded with the same geographical boundary as the last study utilizing the Front Range as our comparison group in order to capture a statistically sound sample size. This includes the members of MSEC from Fort Collins to Pueblo and from Golden to Aurora who participated in the salary surveys. We once again focused on 95 percent of the Front Range market data in order to build a structure we could feasibly sustain over time based on our current ability to generate revenue.

Considerable work has been done on this project so far. The following steps of the process have been completed: The review and revision of the City's job descriptions; the reassessment of previous job matches and completion of additional job matching; the collection of survey data and the completion of market pricing by extracting survey data for our comparison group; the comparison of results to our current pay plan; the design of a recommended compensation structure; the review of recommendations and cost analysis from MSEC; the creation of market adjustment guidelines; and the evaluation of project outcomes based on those guidelines. Attached are the market adjustment guidelines. Funding for market adjustments will be requested as part of the overall budget process.

We are on targeting to present information to City Council, managers and employees in late September or early October."

The market adjustment guidelines distributed to the Team are attached below.