



City Manager - Monitoring Report
July 7, 2015

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

➤ **Communications**

- A small “visual design” team met with the web master to provide input on the desired visual aspects of the new website several weeks ago. Based on the information provided, AHA Consulting has returned 3 possible designs for the group to review. Team members are Aden Hogan, John Morris, Kristan Williams, Kalen Myers and Kevin Aoki.
- The Communications Intern started on June 30. Linda Kane is a 19 year veteran journalist, owner of her own photography studio and most recently served in a marketing position for two northern Iowa counties.

➤ **CSU**

Azucena Zozaya is our Student Court Intern for the summer of 2015. She is assisting in our court files clean up in preparation of the City of Evans court automation.

➤ **Finance**

Weld County has changed the timing of the distribution for motor vehicle sales tax, therefore we are presenting sales tax summaries again, which contain motor vehicle amounts. Please find the March and April sales tax updates below.

March 2015			
Category	2014 YTD	2015 YTD	% Change
Base	519,959	610,214	17%
Commercial	466,620	473,177	1%
Industrial	704,127	562,117	-20%
Utilities	191,143	220,500	15%
Total	1,881,849	1,866,007	-1%
March 2015			
Lodging	18,808	23,090	23%
March 2015			
Motor Vehicle	332,931	377,560	13%

April 2015			
Category	2014 YTD	2015 YTD	% Change
Base	689,744	827,031	20%
Commercial	623,652	625,429	0%
Industrial	973,674	728,295	-25%
Utilities	253,611	280,794	11%
Total	2,540,680	2,461,550	-3%
April 2015			
Lodging	25,229	30,540	21%
April 2015			
Motor Vehicle	501,725	486,375	-3%

Finance is also working on internal audit projects, such as cash drawer audits and purchasing card audits for the second quarter, as well as working with the budget process teams to build the 2016 budget figures.

➤ **Human Resources & Risk Management**

Staff has spent a considerable amount of time over the last several weeks working with Evans Fire Protection District staff and in conjunction with Finance staff on transitioning human resources and benefit-related information needed for future payroll and benefit administration by the District. It was the District's objective to start processing their own payroll effective the July 3rd pay date. Benefit administration was included, due to the inter-dependency and connectedness of benefit information to payroll along with compliance with City internal controls and protocols.

➤ **Police**

We are conducting our first phase of testing for the current hiring cycle on July 10th. We have approximately 25 applicants participating in the process.

➤ **Public Works**

○ **Engineering:**

- 37th Street Storm Drain Project is progressing.
- 2015 Annual Concrete Project is underway.