

City Managers Weekly City Council Update January 18, 2019

Communications	<ul style="list-style-type: none"> • Staff is producing the City Projects update on the city website. • Staff is producing a water bill mailer to advertise recreation, zoning, and water & sewer boards
Human Resources/Risk Management	<p>Staff continues to spend a significant time on recruitment, selection and placement. Below is a summary of recent progress:</p> <ul style="list-style-type: none"> • The Facility Maintenance Technician vacancy has been filled by Shawn Kirkpatrick; his first day was December 19, 2018. • The Police Officer vacancy has been filled by Jacob (Todd) Ediger; first day was December 31, 2018. • The Police Records Specialist vacancy has been filled by Rachel Volz; her first day was Monday, January 14, 2019. • The Community Development Technician vacancy was filled internally effective January 7, 2019 by Heather Utrata, Customer Service Administrator. • An offer of employment was extended to a candidate for the Safety & Risk Manager position; tentative start date is February 19, 2019. • Interviews will be scheduled next week for the Wastewater Technician vacancy. • Applications are being screened for the Economic Development Manager vacancy; Skype interviews are being targeted for next week. • The recruitment for the City Engineer is still under-way and applications are currently being reviewed. • Staff initiated a recruitment for the Customer Service Administrator vacancy. • Staff is assisting with the recruitment of four part-time Instructor positions along with new Concessionaire and Concession Supervisor openings in Recreation.
Finance	<ul style="list-style-type: none"> • Businesses now have the ability to pay sales and use taxes online! The new Financial software, Caselle, works with the payment processor Xpress Bill Pay to accept electronic payments along with submission of sales tax return forms. Businesses still have the option to remit paper returns and cash/check payments to the City. Links have been added to the City website for this new feature, and it can also be accessed directly at www.xpressbillpay.com.
Recreation	<ul style="list-style-type: none"> • Recreation staff has been preparing to host the first week of games for Hot Shot (K-2nd grade) basketball. 32 teams from Evans, Kersey, LaSalle, and Platteville will be at the Evans Community Complex throughout the day. • Registration is going on now for the next Parents' Night Out!



PARENTS' NIGHT OUT
Valentine's Edition

 Friday, February 15th
 5:00pm - 8:00pm
 Ages 5-13

\$12/per child includes a slice of pizza, drink and snack.

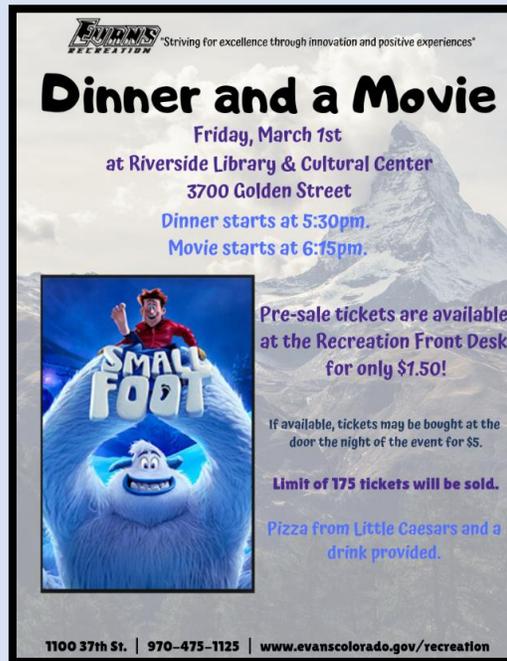
Space is limited.

Do you need a night out to yourself or time with your sweetie? Enjoy your night and leave the kids to play with us! Nerf battles, games, dancing, crafts, and more!

1100 37th St. Evans, CO, 80620 | 970-475-1125 | recreation@evanscolorado.gov

EVANS RECREATION "Striving for excellence through innovation and positive experiences"

- Mark your calendars and come grab your tickets for Dinner & a Movie! Join Recreation staff for pizza and Smallfoot for ONLY \$1.50!



EVANS RECREATION "Striving for excellence through innovation and positive experiences"

Dinner and a Movie
 Friday, March 1st
 at Riverside Library & Cultural Center
 3700 Golden Street
 Dinner starts at 5:30pm.
 Movie starts at 6:15pm.

Pre-sale tickets are available at the Recreation Front Desk for only \$1.50!

If available, tickets may be bought at the door the night of the event for \$5.

Limit of 175 tickets will be sold.

Pizza from Little Caesars and a drink provided.

1100 37th St. | 970-475-1125 | www.evanscolorado.gov/recreation

Information Technology

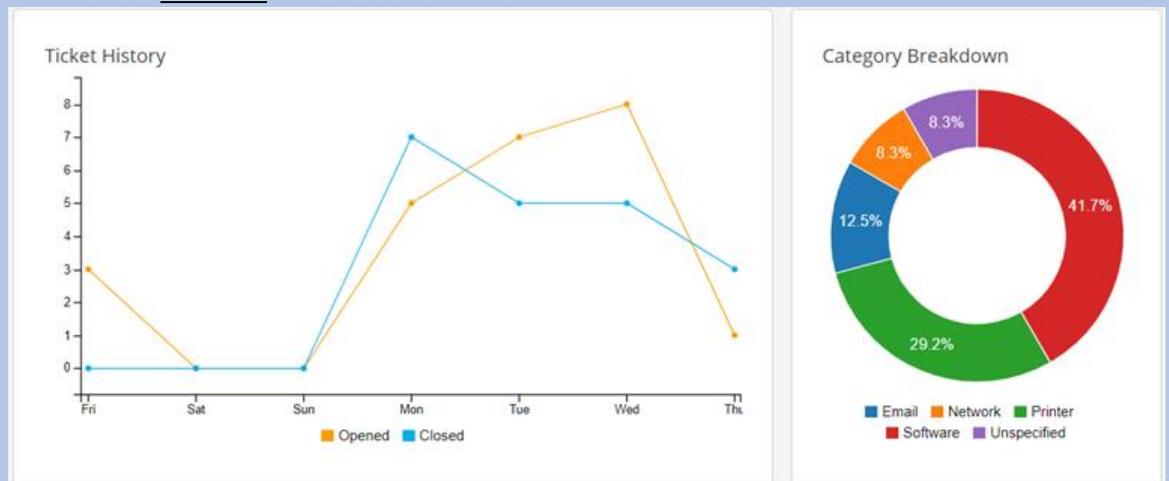
IT News

- All of the computer equipment for the big refresh has arrived. We'll be replacing 25 desktop systems and five laptops this year. The IT Department has set a goal of having all new computer systems deployed by March 31st. About half of these new systems are going into PD to replace their aging machines, with the remainder going to several other departments.

- By close of business on Thursday, January 17th, Comcast should have our internet service cutover to a faster circuit, increasing our speeds from 50Mbps to 200Mbps. This change should significantly benefit everyone working out of the Community Complex.
- Please remember to continue sending all requests for technical support to helpdesk@evanscolorado.gov. Doing this ensures that a support ticket is created and gives the IT team a means of tracking your request from start to finish. Additionally, please ensure that when you have other information or comments regarding your request, you are replying to the initial helpdesk email you receive. This will add your comments to the existing ticket, allowing all IT staff access to the same information. Thank you for your continued support!
- Speaking of helpdesk requests, please use the helpdesk email to submit all GIS related requests. This will allow Anna to properly address each person's needs and ensure everyone is getting the best service possible.

7-Day Help Desk Update:

- Tickets Closed This Week: 22
- Tickets Created This Week: 25



Neighborhood Services

- In continuation from the 2018 fall cleanup, staff provided yard access for the tire recycling contractor who removed 393 tires.
- Eight abandoned vehicles on city streets were tagged for removal.



- Fourteen penalty citations were issued for violations of trash, inoperable vehicles, and parking on yards.



35th Ave Widening

Current Work

- Contractor has placed class six base and compacted material for the next section of west curb and gutter as well as the west side of the median.
- Contractor poured other side of the Brenkle access.
- Communications contractors working on completion of wiring, slices and removal of aerial lines.





Upcoming Work

- Contractor is scheduled to place west curb and gutter next week.
- Pole removal tentatively scheduled for next week.

Engineering

- 37th Street and 47th Avenue Widening Design Project – Staff has reviewed all RFPs and are ready to make recommendation to council for a consultant.
- 37th Street Utilities Improvements Project – Bidding documents have been released for bidding. Bid opening is scheduled for February 13, 2019.
- 37th Street Utility Improvements & 37th Street Overlay projects - Staff is preparing an RFP for Construction Management Services for the combined projects.
- Evans Ditch Measuring Flume – Staff is reviewing the survey and analysis report submitted by the consultant.
- Staff is compiling information to be submitted to the State as part of the seven-year update to the Water Efficiency Report.

Police



Special Olympics
Colorado

- As many will recall Evans PD participated in a Tip-A-Cop event at Texas Roadhouse last month. We learned this week that the statewide event raised \$38,946 for Colorado Special Olympics! 100% of the funds raised from these events go directly to Special Olympics and is used to provide equipment and travel for our Olympians! Special thanks to Officer Teresa McClatchey for organizing and participating in the fundraiser!

Economic Development/ ERA

- Staff has planned a public open house meeting to view and comment on Hwy 85 Visioning Study concepts for January 30th from 10:00 – 1:00 at the Riverside Library and Cultural Center.

Parks

- Staff is filling low spots and settled graves at the Cemetery getting ready for spring sod installation.
- Staff repaired an irrigation main line that was damaged during the winterization process.
- Staff continue to remove debris from the wooded areas at Riverside Park.



PW Operations

- Staff performed 163 water shut offs for delinquent payment.
- Staff is making repairs to the Evans ditch preparing for spring.
- Staff performed the State mandated Disinfection Byproduct testing on our potable water system.
- Staff completed 10 work orders and responded to 10 inquiries for items related to water meters, high usage and new meter installation.

Waste Water Operations

- Staff completed the camera inspection of the sanitary sewer line in the Hunters Reserve sub-division.
- Staff performed repair maintenance on the UV disinfection system, replacing two failed lamps.
- Staff began preventative maintenance hydro cleaning of the sanitary sewer lines in the Tuscany sub-division.
- Staff performed semi-annual preventative maintenance on the 12 floating surface mixers at the treatment plant.