

# City Managers Weekly City Council Update

## January 4, 2019

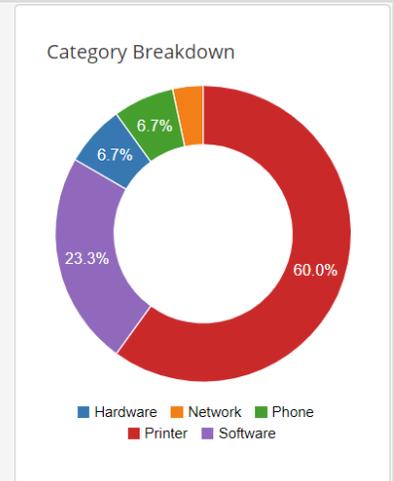
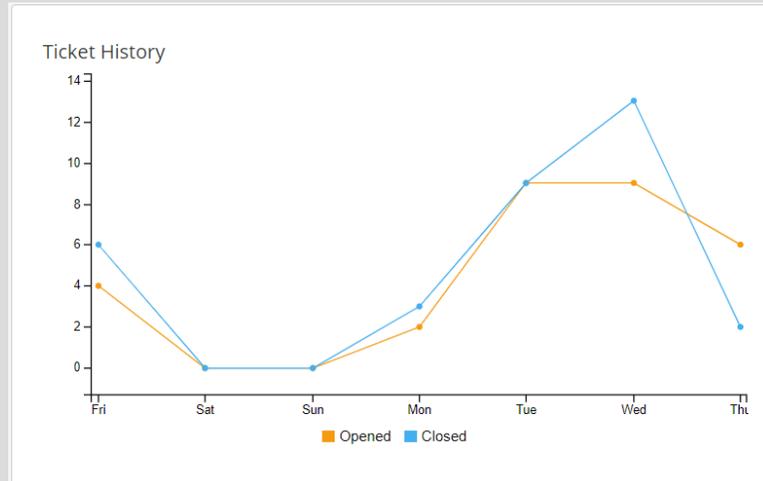
<p><b>Communications</b></p>	<ul style="list-style-type: none"> <li>• Staff met with the Greeley Tribune to plan for the Annual Report publication.</li> <li>• Staff continues weekly updates on 35<sup>th</sup> Avenue.</li> <li>• Staff held the Picture Evans photo contest ceremony, below are some of the winning photos.</li> </ul> <div style="display: flex; justify-content: space-around;">      </div>
<p><b>Human Resources/Risk Management</b></p>	<ul style="list-style-type: none"> <li>• Staff has coordinated the performance evaluation and merit pay process with managers/department directors for City full-time and part-time regular employees. This excludes sworn police officers and sergeants that are evaluated formally quarterly and on their anniversary date. Merit increases, open enrollment benefit deduction changes and market adjustments associated with the compensation study are effective the January 11<sup>th</sup> pay date.</li> </ul>
<p><b>Finance</b></p>	<ul style="list-style-type: none"> <li>• Purchase orders are being created through department requests in the new financial software.</li> <li>• Year-end payroll and drafts of W-2s are closely being reviewed.</li> <li>• Business license renewals continue to be processed in large numbers, and staff is working on creating forms for online payment of January sales tax collections.</li> </ul>
<p><b>Recreation</b></p>	<ul style="list-style-type: none"> <li>• To celebrate Evans' Sesquicentennial (150<sup>th</sup> Anniversary), the Recreation Department will be offering \$1.50 drop-ins for the gym every Friday in 2019!</li> <li>• Registration is going on now for all fitness classes! Sign up for Tai Chi Chih, Yoga, Yoga Sculpt, Women Only Workout, or Zumba today.</li> <li>• Recreation staff is finalizing dates for Special Events for the year. Stay tuned for all the fun!</li> <li>• Know of a Kindergarten-12<sup>th</sup> grader who should be a part of Evans' 1<sup>st</sup> Annual Night of the Stars Talent Competition? Have them register today!</li> </ul> <div data-bbox="1015 1129 1518 1774" style="border: 1px solid black; padding: 10px; margin-top: 10px;">  <p style="text-align: center;"><b>Night of the Stars Talent Competition</b></p> <p style="text-align: center;">GRADE LEVELS: K-2   3-5   6-8   9-12 WINNERS WILL MOVE ON TO STATE COMPETITION</p> <p style="text-align: center;">Saturday, January 26, 2019 at 2 pm RIVERSIDE LIBRARY &amp; CULTURAL CENTER 3700 GOLDEN ST. EVANS, CO 80620</p> <p style="text-align: center;">\$5 REGISTRATION FEE (CASH ONLY), PER PERFORMER GROUPS WELCOME - MAX OF 4 PERFORMERS PER GROUP REGISTER UNTIL JANUARY 13, 2019</p> <p><b>CATEGORIES:</b></p> <ul style="list-style-type: none"> <li>- VOCAL   PERFORMANCE WITH BACKGROUND TRACKS, SEPARATE ACCOMPANIST OR A CAPELLA</li> <li>- MUSIC   ANY INSTRUMENT AND/OR COMBINATION OF INSTRUMENT AND VOICE (BANDS ARE NOT ALLOWED, BUT GROUPS OF ACOUSTIC MUSICIANS WILL BE ALLOWED)</li> <li>- VARIETY   DANCE, COMEDY, MARTIAL ARTS, ETC</li> </ul> <p style="text-align: center;">   ONLY 5 SPOTS PER CATEGORY, PER GRADE LEVEL   </p> <p style="font-size: small; text-align: center;">1100 37TH ST   970.475.1125   WWW.EVANSCOLORADO.GOV   RECREATION@EVANSCOLORADO.GOV</p> </div>
<p><b>Information Technology</b></p>	<ul style="list-style-type: none"> <li>• The IT Department has several goals and initiatives planned for this year, one of which is to replace at least 30 aging desktops and laptops throughout all City</li> </ul>

departments. While this computer refresh is expected to take a while to complete, we do understand that some staff are using equipment that has become slow and unreliable, and we'll work to remedy that as quickly as possible.

- The last week of December saw CenturyLink suffer a significant nationwide service outage that affected the City's ability to field inbound phone calls. We were more fortunate than some other municipalities around the country, in that our service was degraded to where we experienced mainly poor call quality. Many other cities and counties experienced a complete outage that affected 911 and other vital services. At this time, CenturyLink has restored all services.
- Please remember to send all requests for support to [helpdesk@evanscolorado.gov](mailto: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. Thank you for your continued support!

### 7-Day Help Desk Update:

- Tickets Closed This Week: 17
- Tickets Created This Week: 18



### Neighborhood Services

- Staff addressed numerous code violations, primarily trash, junk and outside storage, inoperable vehicles, and removal of graffiti.





## 35<sup>th</sup> Ave Widening

### Current Work

- Utility contractors for Comcast and Xcel are pulling wires and getting ready to begin terminations for service switch to underground.
- Completed demolition and concrete placement for Walgreens south ADA ramp.
- Beginning concrete placement for curb and gutter on west side.



### Upcoming Work

- Continue utility wire tie in work.
- Prep work for median curb and gutter.
- 37<sup>th</sup> Street Utilities Improvements Project – Staff is compiling the bidding document package for release to bidders.
- 37<sup>th</sup> Street Utility Improvements & 37<sup>th</sup> Street Overlay projects - Staff is preparing an RFP for Construction Management Services for the combined projects.
- 37<sup>th</sup> Street & 47<sup>th</sup> Avenue Widening Design Project – The City received six (6) design proposals from prospective consultants. Staff is in the review process with the goal of selecting one consultant to be considered by Council to be awarded a contract.
- Evans Ditch Measuring Flume – Staff is reviewing the survey and analysis report submitted by the consultant.
- Hunter’s Reserve Subdivision, Canvasback Court - staff is completing a preliminary walkthrough inspection of public utilities installed including grading, paving, sanitary sewer, water. Punch list will be prepared and distributed prior to final acceptance.
- Driftwood Plaza Duplexes - Staff is considering applicants’ request for change of detention pond wall configuration.
- Staff is continuing review of the third draft of the Engineering Standards and Specifications update.

### Engineering

	<ul style="list-style-type: none"> <li>• Staff is in the process of identifying replacement areas for this year's concrete maintenance contract.</li> <li>• Staff is compiling information to be submitted to the State as part of the seven-year update to the Water Efficiency Report.</li> </ul>
<b>Parks</b>	<ul style="list-style-type: none"> <li>• Staff is once again holding a Christmas tree recycling program, to date 60 trees have been chipped and the mulch from these trees is available to residents for free.</li> <li>• Staff has finished watering all the newly planted trees.</li> <li>• Staff covered/removed graffiti that was discovered under the highway 85 bridge at Riverside Park.</li> </ul>
<b>PW Operations</b>	<ul style="list-style-type: none"> <li>• Staff removed snow from sidewalks.</li> <li>• Staff is removing trees along the Evans Ditch.</li> <li>• Staff completed eight work orders and responded to 12 inquiries for items related to water meters, high usage and new meter installation.</li> </ul>
<b>Waste Water Operations</b>	<ul style="list-style-type: none"> <li>• Staff continues to camera inspect the Hunters Reserve sub-division.</li> <li>• Staff performed repairs to one of the Secondary Clarifiers at the plant.</li> <li>• Staff flushed the Alum feed system to clear a blockage in one of the lines.</li> </ul>