

City Managers Weekly City Council Update March 2, 2018

City Manager's Office	<ul style="list-style-type: none"> The four finalist candidates for the vacant IT Director position will be onsite for interviews Friday. The Task Force for Infrastructure Solutions met Thursday night for a presentation on pavement management and the current conditions of the City's streets.
Communications	<ul style="list-style-type: none"> The March issue of the City newsletter, Evans Express, was released this week. Staff is working with key others within the organization to capture video shorts of happenings within various departments to share on social media and the website. This approach will be a continuing effort throughout the year to educate, market and showcase events, as well as the everyday work that happens in the City.
Human Resources/Risk Management	<ul style="list-style-type: none"> Staff provided information to the City's third-party provider for issuance of the 1094-C Form to the IRS. This is another one of the requirements under the Affordable Care Act. April 2, 2018 is the IRS deadline for filing the 1094-C electronically.
Finance	<ul style="list-style-type: none"> Finance staff continue year end accounting and audit preparation work. Financial auditors from ACM will be on site the weeks of March 12th and March 19th to complete the 2017 audit.
Riverside Park Construction	<p>Site work:</p> <ul style="list-style-type: none"> Placed forms and rebar for concessions building and foundation walls Continued ballfield fencing posts Mobilized crushing machine and started crushing concrete <p>Upcoming work:</p> <ul style="list-style-type: none"> Start harvesting willows Start underground waterline Continue subgrade prep for concrete walkways Start form work for concrete operations in ballfields Pour foundation walls for building Continue fencing operations Continue capping operations
	



Recreation

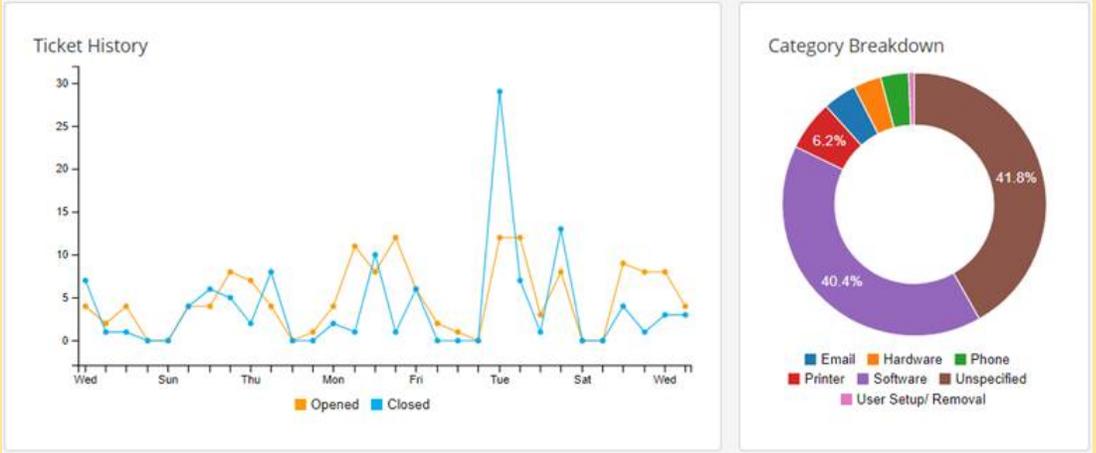
- Our first Movie Night of the year was a great success! There were a total of 186 tickets sold. These girls watched Despicable Me 3 in the comfort of their tent!



- 12 members of the Senior Center attended Kiss Me Kate at the Candlelight Dinner Playhouse on Saturday, February 24.
- Staff has been busy this week preparing for the first weekend of volleyball games! A total of 30 teams are scheduled to play in Evans this Saturday.
- Staff met with soccer coaches to prepare for the spring season. Everyone is excited for practices to begin next week! Evans has a total of seven teams for 3rd-8th grade.

Information Technology

- GIS briefly field trained operations staff on how to collect data for the sign inventory project. Mapping support was provided to wastewater, city clerk and city management staff.
- Helpdesk tickets closed this week 25.



Traffic Impacts/ Closures

- 65th Avenue @ 37th Street – Single lane, two-way traffic

65th Avenue Improvements

Current Work

- Completed excavation for both concrete wing wall foundations on the east side of 65th Ave.
- Completed concrete formwork installation and reinforcement for SE foundation.
- Began concrete formwork and reinforcement installation on NE foundation.
- Began installation of traffic signal poles at the intersection of 65th and 37th.

Upcoming Work

- Place concrete for the east wall foundations.
- Begin installation of concrete forms and rebar for east wing walls.

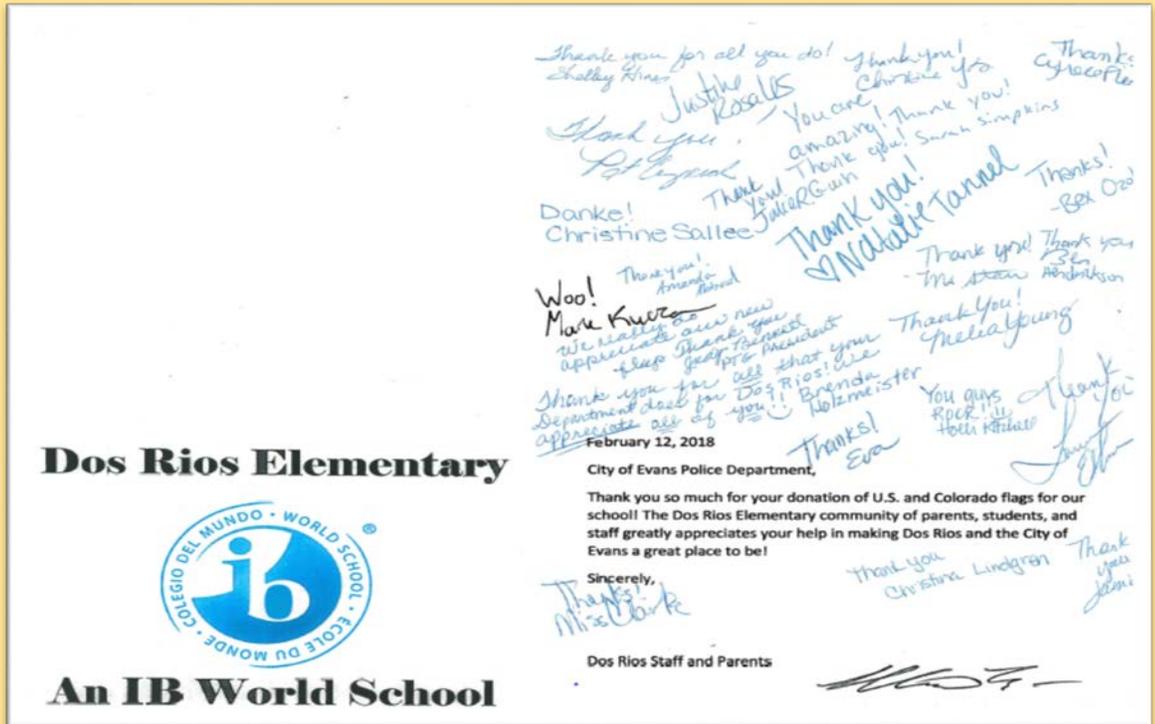


Engineering

- Engineering staff is in the process of sending out a request for bids on the concrete replacement and repair portion of the Capital Improvement Program. This is the first project in a series that addresses the maintenance of roadways in the city.
- Staff continues coordinating with the utility providers that have services located in 35th Avenue. An Application was submitted to Xcel for relocation of their power lines adjacent to the west side of the roadway.
- Staff is reviewing proposals for school flashing signals. The new signals will be equipped to receive instructions from a computer located remotely. This allows times to be adjusted from the office instead of having to park adjacent to the flasher in traffic.

Police

- Last year officers donated money to purchase new US and Colorado state flags for Dos Rios Elementary. Officers noticed the conditions of the existing flags during a ceremony and took it upon themselves to buy new ones!



- Officer Deidra Jesmer has begun her Field Training. The program lasts about 14 weeks at which time she will be a solo officer!

Economic Development/ ERA

- Staff, along with members of the East Colorado SBDC, local financial institutions and other organizations in the area that support small businesses met this week to discuss hosting Spanish language business classes in the region and how best to market the classes to Latino businesses. Staff attended the Weld County Workforce Collaborative last Friday to discuss how workforce related agencies could share with businesses resources available to them without every agency making separate visits to the same businesses as options for promotion of services and programs online.
- Downtown Colorado Inc (DCI) hosted a conference call last week that staff participated in. Legislative updates related to urban renewal was discussed and fellow urban renewal agencies provided updates to activities. Fort Collins reported that an urban renewal board training that will be open to the public is tentatively scheduled for May 11th. The [annual DCI conference](#) is scheduled April 10-13 in Boulder that will offer sessions related to downtown redevelopment and enhancements as well as a review of flood recovery conditions within the State.

Parks

- Staff have begun painting the interiors of the park restrooms.
- Staff located and opened graves for interments on Tuesday and Thursday.
- Staff is working with recreation and repurposing a van to assist Recreation with special event set up.



PW Operations

- Water division staff attended training on Water distribution in order to maintain their water licenses.
- Staff worked with GIS to begin our data base for street sign inventory. This will be a lengthy project as staff will be evaluating street signs on several criteria and entering them into an app that will allow us to target deficiencies and replace signs in a staggered order.
- Staff has begun cleaning the Evans ditch and making repairs to begin running this year.

Waste Water Operations

- Interviews were conducted this week to fill two open positions in the WW Division to fulfill staffing for the new WWTP. A short list of candidates was created and finalist interviews are scheduled for next week.
- Staff has been meeting to formulate a scheduling plan for startup of the new WWTP.
- Staff temporarily bypassed the #2 lagoon at HNP so sludge removal may begin when the weather improves.
- Staff will be attending training with vendors on the return activated and waste activated sludge pumps.

Waste Water Treatment Plant

- Aeration Basin work includes the installation of the ceramic diffuser caps on the manifolds.



- Process Pump Station Building work includes installing instruments and small-bore piping.
- Headworks Building work includes installation of grating over the channels.
- Administration Building work includes the installation of floor tiles and storefront glass.



- UV Building work includes the installation of electrical equipment.



- Lift Station work includes the continuation of the liner for the overflow pond, and installing roof and walls of the metal building for the electrical room.