

Agenda
City Council Work Session
May 19, 2020
5:30 PM

City Council Chambers – 1100 37th Street

CITY OF EVANS – MISSION STATEMENT

“To deliver sustainable, citizen-driven services for the health, safety, and welfare of the community.”

- 1. COVID-19 Response Update (10 minutes)**
James L. Becklenberg, City Manager

- 2. Road Maintenance and Widening Priorities and Funding (45 minutes)**
James L. Becklenberg, City Manager
Randy Ready, Asst. City Manager
Mark Oberschmidt, P.E., City Engineer
Leon Blasco, Construction Inspector

- 3. Consideration of Food Trucks in Evans (15 minutes)**
James L. Becklenberg, City Manager
Randy Ready, Assistant City Manager
Anne Best-Johnson, Community Development Director
Lauren Richardson, City Planner

- 4. Council Discussion**

CITY COUNCIL WORK SESSION REPORT

DATE: May 19, 2020
AGENDA ITEM: Work Session Item #1
SUBJECT: COVID-19 Response Update
NAME & TITLE: James L. Becklenberg, City Manager

ISSUE DESCRIPTION:

The City's response to the COVID-19 virus disaster continues, with continuous Emergency Operations Center (EOC) operations to monitor evolving conditions, coordinate with the Weld County Department of Public Health and Environment, and plan the City's operational response. The structure of the EOC, along with staffing roles, is attached to this report. Response strategies are consistent with the City's Emergency Operations Plan (EOP), which is intended to serve as a high-level guide for all emergencies.

In addition to the broader EOP, staff has developed specific responses to the pandemic conditions presented by COVID-19, which are shown in the attached "Pandemic Response Plan." At the March 17, 2020 staff described the "Operational Response Progression" and noted that at that time, the City was in Phase 3 response. At this time, the City remains in Phase 3, as most City services remain operational, due to capabilities for remote work and social distancing strategies. The remainder of this report provides an update since the April 6th work session on the most significant of the City's response strategies and impacts.

Circumstances and plans are evolving rapidly. At the work session, the City Manager will provide current updates on public health statistics, the Greeley Area Recovery Fund business response, "Safer and Home" compliance, and City Facility reopening plans.

The Evans Community Complex is reopening to the public on Monday, May 18th. Staff has worked to install equipment and signage to help ensure the safety of City staff and the public visiting the complex. Please find attached the memo from the City manager advising employees of safety protocols established and expectations for behavior to optimize health and safety for all at the complex.

FINANCIAL SUMMARY:

None

REQUESTING FROM CITY COUNCIL:

Discussion and questions about the City's COVID-19 response

ATTACHMENTS:

- None



DATE: May 15, 2020
TO: All Employees
FROM: James L. Becklenberg, City Manager
SUBJECT: COVID-19 Safety Protocols & Evans Community Complex Reopening

As you are aware, in response to the COVID-19 situation, the City Council declared a state of disaster/emergency for the City of Evans, which includes the Evans Community Complex. Since the declaration of disaster/emergency, the City has successfully implemented remote work procedures for those who can perform remote public service. In addition, the City has imposed physical safety protocols for those working on-site for the City of Evans, to ensure that valuable public service continues without interruption in the safest working environment possible.

On May 18, 2020, the Evans Community Complex is scheduled to reopen to the public. To help optimize workplace safety and minimizing exposure to COVID-19, I formed a work group comprised of City employees to draft reopening procedures guided by the recommendations of state and federal public health officials. The following policies, which are the result of the work-group's efforts, are now incorporated into the City of Evans Employee Policies for the duration of the disaster/emergency. Accordingly, employees and supervisors are required to abide by the following expectations:

Employee Expectations:

- Notify your supervisor and stay at home when ill or experiencing COVID-19 symptoms (e.g. fever, cough, shortness of breath, chills, muscle pain, sore throat or a new loss of taste or smell; this list of possible COVID-19 symptoms are not all inclusive. Please visit www.cdc.gov for other potential symptoms)
- Inform your supervisor if you have been in close contact with someone who is sick with symptoms of COVID-19 or who has a positive test result
- If you develop symptoms consistent with COVID-19 while working, immediately notify your supervisor to discuss a plan of action, which may include leaving work and isolating at home
- Complete City COVID-19 facility health screening daily, including body temperature
- Wear face covering/mask in public settings and when outdoor areas are busy (see below for more information)

- Wash hands properly, frequently and thoroughly with soap and water for at least 20 seconds. If water is not available, frequently use hand sanitizer that contains at least 60% alcohol
- Avoid touching eyes, nose, mouth, and face
- Discontinue the social practice of shaking hands, hugging or fist bumps
- Use coughing and sneezing etiquette (inside elbow)
- Avoid touching products or surfaces that customers touch, as much as possible
- Clean personal workspace, surfaces and equipment consistently at the beginning or end of every day
- Avoid the use of another employee's phone, desk, keyboards, vehicle, or other work tools/equipment. Employees should not share headsets or other objects that are near mouth or nose. If another employee must use shared items, they should clean the items with a disinfectant prior to and after use
- Wear personal protective equipment (PPE) provided
- Avoid riding together in a vehicle with other employees, if possible (see below for more information on use of vehicles)
- For those positions handling cash, wear gloves if possible or apply sanitizer after handling cash if unable to wear gloves
- Maintain social distancing, 6 feet physical distance away, from other co-workers and visitors; physically distance from other employees when taking breaks together; don't congregate in the break room or work room
- Do not share food or utensils
- Potlucks, birthday celebrations and other large gatherings will be suspended and re-evaluated based on new State guidelines
- Use existing technology (e.g. telephone calls, conference call, Microsoft Teams, Skype, Zoom and FaceTime) for communication, meetings, etc. when possible
- Members of the public should not be permitted in the Administrative area

Use of Masks or Face Coverings:

You are expected to wear masks or face coverings under the following conditions:

- Upon entry and exit from the work facility, including pre-entry facility health screening
- Interacting with the public or colleagues
- Working in close proximity (less than 6 ft) to others
- In common areas, such as, hallways, workroom, restrooms, kitchen, breakrooms, training rooms, conference rooms, etc.

This list is not exhaustive, but employees are expected to use their best, conservative judgement to meet the intent of the mask/face covering expectation.

Some employees due to the nature of their position, have already been wearing masks or face coverings within the course of their duties. If your supervisor already provided direction on the necessity for using

a mask/face covering in the course of certain work assignments, please continue to comply with such direction.

Employees that work in offices will not need to wear a mask/face covering when work is being performed within their offices unless interacting with someone within their office. Employees that operate vehicles with no passengers would not be required to wear a mask/face covering when driving. If there is a need to operate a vehicle with passengers, it is required to wear a mask or face covering.

If you do not have a mask/face covering or if you have concerns wearing a mask/face covering for health or safety reasons, please immediately contact your supervisor or Safety & Risk Manager, Kurt Boudette.

Vehicle Usage:

- Only one staff member can occupy a vehicle, unless supervisory consent is provided.
- Avoiding employee travel into and out of the community except for necessary job activities
- Hand sanitizer is used by each passenger after entering the vehicle, if possible
- Passengers will wear a mask or face-covering when in a vehicle containing more than one person
- To the extent possible all vehicles for normal daily use will be assigned to individual staff members. Cleaning practices for these are up to the department that they are assigned. It is recommended that the product supplied for workstation cleaning (CSU, Police, Recreation, etc.) be used according to label directions and all high-contact surfaces of the vehicles are disinfected at a minimum once per day
- Pool Vehicles: It will be up to the user to clean the vehicle according to the label directions on the provided cleaner located at CSU prior to use and then again when they have finished

Use of Kitchen:

- One (1) person maximum in kitchen at all times to maintain recommended social distancing
- Mask must be worn
- Wash or sanitize hands before handling coffee pot/sugar/creamer/opening refrigerator/cupboard handle/sink handle
- No dishes should be left in sink. Please hand wash dishes or put in dishwasher
- Clean/disinfect any area dirtied

Use of Evans Community Complex Administrative Break Room:

- Two (2) occupants maximum to maintain recommended social distancing. (One at the table/One in cushioned chair)
- Mask must be worn if not eating/drinking
- Clean/disinfect areas used before leaving

Please note: Other City facility locations have protocol in place for the use of break rooms; please comply with this protocol accordingly.

Use of Evans Community Complex Administrative Restrooms:

- One (1) person maximum in restroom at all times to maintain recommended social distancing
- Mask must be worn
- Wait down hall if restroom is occupied for social distancing
- Wash hands thoroughly with soap and water for at least 20 seconds.
- Wipe down counter after washing hands
- Use paper towel for door handle and light switch

Please note: Other City facility locations have protocol in place for the use of restrooms and locker rooms; please comply with this protocol accordingly.

Use of Evans Community Complex Mail/Copier Room:

- Mask must be worn
- Maximum occupancy of three (3) people to maintain proper social distancing
- Maintain social distancing while waiting to use copier/printer (6 feet physical distance away, from other co-workers)
- Use hand sanitizer before using any device or sanitize keypad of using any device, including hole punch, stapler, etc.
- Walk around island counter to maintain social distancing, if co-worker may be waiting

Use of Conference Rooms:

- Masks must be worn
- Maximum occupancy of three (3) people maximum in South Platte Conference Room, four (4) people maximum in Big Thompson Conference Room, two (2) people maximum in the Latham Conference Room and two (2) people maximum in the St. Vrain Conference Room to maintain proper social distancing
- Remove excess chairs from each conference room
- Sanitize hands before using
- Clean/sanitize table and any other items used during meeting, including door handles, chair handles, keyboard, tv control, etc.

Departments/divisions may have additional operational protocol in place; please comply with this protocol accordingly.

We are making every effort to keep employees and the public safe and we are seeking everyone's full cooperation in this effort.

Supervisor Expectations:

- Consider flexible worksites and work hours
- Deliver services through curbside pick-up or delivery, if possible
- Use staggered shifts to reduce employee density, including scheduling a 10-15 minute buffer in order to allow time to perform start-up functions away from colleagues. Inform and consult with Human Resources as needed.
- If a scheduling buffer is not possible, consider the use of different entrances/exits into the building, use of different locker rooms, and/or coming to work wearing uniform
- Stagger breaks/lunches to reduce employee density
- Remain flexible and try to accommodate employees who need to continue to observe Stay-at-Home, who may have child or elder care obligations, or who live with a person who still needs to observe Stay-at-Home due to underlying condition, age, or other factor; consult with Human Resources regarding any employee request for accommodations
- Options have been explained to high-risk employees, including ways to minimize face-to-face interactions, maintaining six feet of distance from other people, remote work if possible, and leave policies for employees who choose not to come to work
- Ensure all employees complete COVID-19 facility health screening
- Educate and monitor your staff for symptoms (e.g. fever, cough, shortness of breath, chills, muscle pain, sore throat or a new loss of taste or smell, etc.)
- Encourage breaks to wash hands or use hand sanitizer
- If employees come to work ill, they should be sent home immediately; contact Safety & Risk Manager about current CDC, Colorado's Department of Public Health and Environment and/or Weld County Public Health isolation guidelines
- Ensure employees clean/disinfect daily surfaces in their personal workspace
- No gathering of more than 10 people; the smallest group in the largest space is the safest
- Minimize all in-person meetings; meetings are highly encouraged to be held via telecommunications (e.g. Telephone call, Conference call, Microsoft Teams, Skype, Zoom, FaceTime, etc.)
- Limit the general public in the administrative areas, if possible; all meetings with staff require an appointment
- Remind and encourage frequent hand washing with soap and water for at least 20 seconds. If water is not available, frequently use hand sanitizer that contains at least 60% alcohol
- Notify Facility Manager Staff in advance if hand washing locations and hand sanitizer is running low
- Notify Safety & Risk Manager if running low on COVID-19 related PPE
- Contactless payment systems have been provided or, if not feasible, payment systems are sanitized regularly
- Avoiding employee travel into and out of the community except for necessary activities
- Kurt Boudette, Safety & Risk Manager, is designated as the City's Workplace and ADA Coordinator who is responsible for COVID-19 specifics in the workplace and addressing COVID-19 issues

CITY COUNCIL WORK SESSION REPORT

DATE: May 19, 2020
AGENDA ITEM: Work Session Item #2
SUBJECT: Road Maintenance and Widening Priorities and Funding
NAME & TITLE: James L. Becklenberg, City Manager
Randy Ready, Asst. City Manager
Mark Oberschmidt, P.E., City Engineer
Leon Blasco, Construction Inspector

ISSUE DESCRIPTION:

With passage and implementation of the new 1% sales and use tax for road widening and maintenance, the City Council has requested a work session to review the 2020 Pavement Management Plan and to possibly increase the amount of funding available this year for surface treatment of Evans streets. The purpose of this work session is to present updated information to the City Council about the proposed timeline and funding scenarios for road maintenance and widening projects. Following review and discussion of the updated information, staff seeks direction from the City Council on the amount of any additional funding to be applied and on the specific streets that will be included in this year's surface treatment work program.

The Road Maintenance Scenarios and Widening Timeline spreadsheet (Attachment A) indicates staff's current assumptions about the costs, funding available and timeline for completion of the road widening projects that have been prioritized by City Council. Given the current economic downturn, staff is conservatively assuming that the new tax will generate approximately half of the \$3,000,000 that was originally projected, or \$1,500,000. Based on preliminary City Council discussion and prior to the City Council request for this work session, staff has assumed that half of the amount received, or roughly \$750,000 available for pavement management (street resurfacing) during the first full year of the tax, followed by projected slow growth over the next several years.

As Attachment A indicates, there is current beginning balance of \$3,375,000 available for capital road projects (transferred from General Fund fund balance in 2018 and 2019) to begin funding future arterial widening projects. City Council direction from the May 5, 2020 work session was to develop an option to "advance" a portion of the funding set aside for widening projects to front-load more road maintenance work in 2020 and potentially 2021 as the revenue from the new tax begins to accrue, then shift more of the new tax revenue back toward widenings in later years when more revenue for both purposes is available and the money is needed for widening projects.

Consistent with this idea, the modeling in Attachment A suggests that approximately \$1,000,000 of the reserved funding could be used in the next two years without jeopardizing availability of the funding needed for widenings in the future. Given the very significant road construction workload to which the City has already committed this summer, staff believes it could responsibly manage approximately \$500,000 in additional maintenance this summer without risking overcommitment

of project management resources. The additional \$500,000 would be added to the approved \$850,000 pavement management plan budget for this year (with \$350,000 of the remaining 2020 funding earmarked for surface treatment), for a total of \$1,350,000 for work in 2020, which would be more than double the amount of maintenance completed in any year before. Should projected revenues be received, the City Council could then consider advancing another \$500,000 next year to continue the major infusion of maintenance to the City's streets.

Attachment B shows a map of Evans and the range of road maintenance in various stages of "readiness" for resurfacing, from streets that have been resurfaced in recent years those "ready" for resurfacing in 2020, streets expected to be ready in 2021, and other maintenance options like additional asphalt patching projects to improve the surface of arterials temporarily until they can be widened.

The work session presentation and discussion will include the following:

- the financial information and timeline for arterial widening,
- background on various types of road maintenance treatments, and the meaning of readiness for resurfacing,
- a review of resurfacing work completed in recent years,
- the preparatory work (crack sealing, concrete repair, asphalt patching) already in progress this year,
- streets that are currently in the queue for surface treatment within this year's base budget and the list of other streets that are ready for resurfacing this year if additional funding is available, and
- streets expected to be ready for resurfacing in 2021 following preparatory work in 2020 and early 2021.

Attachment C lists the projects depicted on the Attachment B and shows the specific repair resurfacing projects with their respective estimated costs in each year. The projects are listed in rough priority order, as recommended by staff based on street condition in the respective area and cost-effectiveness of the appropriate resurfacing treatment. The City Council can then provide staff with direction about the amount of additional funding to be applied in 2020 and which of the streets that are ready for surface treatment will be included in this year's work program. In the interest of cost effectiveness, staff requests that the Council direction be on the neighborhood level, rather than on a street-by-street basis to avoid excessive spending on contractor mobilization and traffic control.

Once the 2020 surface treatment work program is established, staff can provide a preview of the work recommended to proceed in 2021 at a subsequent Council work session. City Council will have an opportunity to provide direction on the 2021 road maintenance budget and the specific streets in that work program as well later this year and early next year before bid documents get finalized.

FINANCIAL SUMMARY:

The approved 2020 budget for pavement management (resurfacing) is \$850,000. This is a budgeted transfer from the General Fund to the Capital Streets Fund. Should the Council wish to advance funding from the reserve set aside for arterial widenings, this money would be allocated from the project reserve in the Capital Streets fund, and would therefore have no further impact on the General Fund or monies that could otherwise be used to support other services or staffing in other service areas.

REQUESTING FROM CITY COUNCIL:

Direction regarding:

1. The order and timing of arterials to be widening over the next few years, as outlined in Attachment A.
2. Whether to proceed with including an additional amount of funding in this year's surface treatment budget, as outlined herein, with
3. Any specific direction regarding the package of streets/repairs to be included in the expanded 2020 work plan.

ATTACHMENTS:

- Attachment A: Road Maintenance Scenarios and Widening Timeline
- Attachment B: Map of Surface Treatment Scenarios for 2020 and 2021
- Attachment C: Surface Treatment Options List with Staff Recommendations

ATTACHMENT A

CIP STREETS FUND

	2019 Actual	2020 Budget
Beginning Fund Balance	4,225,728	4,705,605
<u>Revenues</u>		
Intergovernmental	2,020,422	1,933,910
Total Revenues	2,020,422	1,933,910
Transfers In	2,350,000	850,000
Total Available Funds	4,370,422	2,783,910
<u>Expenditures</u>		
Supplies & Services	257,959	350,000
Capital Improvement	3,632,586	3,030,000
Total Expenditures	3,890,545	3,380,000
Excess Revenue Over (Under) Expenditures	479,877	(596,090)
Ending Fund Balance	4,705,605	4,109,515

37th St. Resurfacing - 11th Ave to 23rd Ave	-	1,800,000
37th St. Widening - 35th to 65th (4 lanes)	511,033	-
47th Ave. Widening - 32nd to 37th	-	-
Misc. Street Resurfacing (Per PMS)	775,691	850,000
35th Ave. Widening - 37th St. to Prairie View (4 lanes)	1,519,766	-
US 85 Access Control @ 31st St. - Grant Funded	826,096	-
23rd Avenue extension (37th to 42nd)	-	250,000
County Road 33 Improvement- Construction	-	130,000
TOTAL	3,632,586	3,030,000

ROAD IMPROVEMENT TAX FUND

Beginning Fund Balance	-	-
Sales Tax	-	750,000
Total Revenues	-	750,000

Expenditures

Capital Improvement		700,000
Total Expenditures	-	700,000

Excess Revenue Over (Under) Expenditures	-	50,000
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Ending Fund Balance	-	50,000
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Expenditures

Street Resurfacing	-	200,000
37th Street Widening	-	500,000
	-	700,000

37th Street Widening/47th Ave Widening (37th N to City Limits)

Food Tax

Street Impact

CIP Streets

City of Greeley

Xcel 1%

Subtotal

37th Street Widening (35th ave-65th ave)

STBG

Local Match

Weld County Local Match

2020 Budget V2	2021 Projected	2022 Projected	2023 Projected	2024 Projected
4,705,605	894,487	1,211,636	3,114,393	3,913,640
1,933,910	917,149	2,002,757	899,247	916,232
1,933,910	917,149	2,002,757	899,247	916,232
850,000	850,000	850,000	850,000	850,000
2,783,910	1,767,149	2,852,757	1,749,247	1,766,232
350,000	350,000	350,000	350,000	350,000
6,245,028	1,100,000	600,000	600,000	600,000
6,595,028	1,450,000	950,000	950,000	950,000
(3,811,118)	317,149	1,902,757	799,247	816,232
894,487	1,211,636	3,114,393	3,913,640	4,729,872

1,800,000	-	-	-	-
488,967	-	-	-	-
1,725,000	-	-	-	-
1,350,000	1,100,000	600,000	600,000	600,000
10,776	-	-	-	-
490,285	-	-	-	-
250,000	-	-	-	-
130,000	-	-	-	-
6,245,028	1,100,000	600,000	600,000	600,000

-	50,000	50,000	50,000	50,000
750,000	1,500,000	1,500,000	1,500,000	1,500,000
750,000	1,500,000	1,500,000	1,500,000	1,500,000

700,000	1,500,000	1,500,000	1,500,000	1,500,000
700,000	1,500,000	1,500,000	1,500,000	1,500,000
50,000	-	-	-	-
50,000	50,000	50,000	50,000	50,000
200,000	1,500,000	1,500,000	1,500,000	1,500,000
500,000	-	-	-	-
700,000	1,500,000	1,500,000	1,500,000	1,500,000

\$ 500,000
 \$ 1,000,000
 \$ 3,725,000
 \$ 450,000
 \$ -
\$ 5,675,000

\$ 1,118,565
 \$ 208,522
 \$ 24,000
\$ 1,351,087

Road Maintenance Scenarios and Widening Timeline

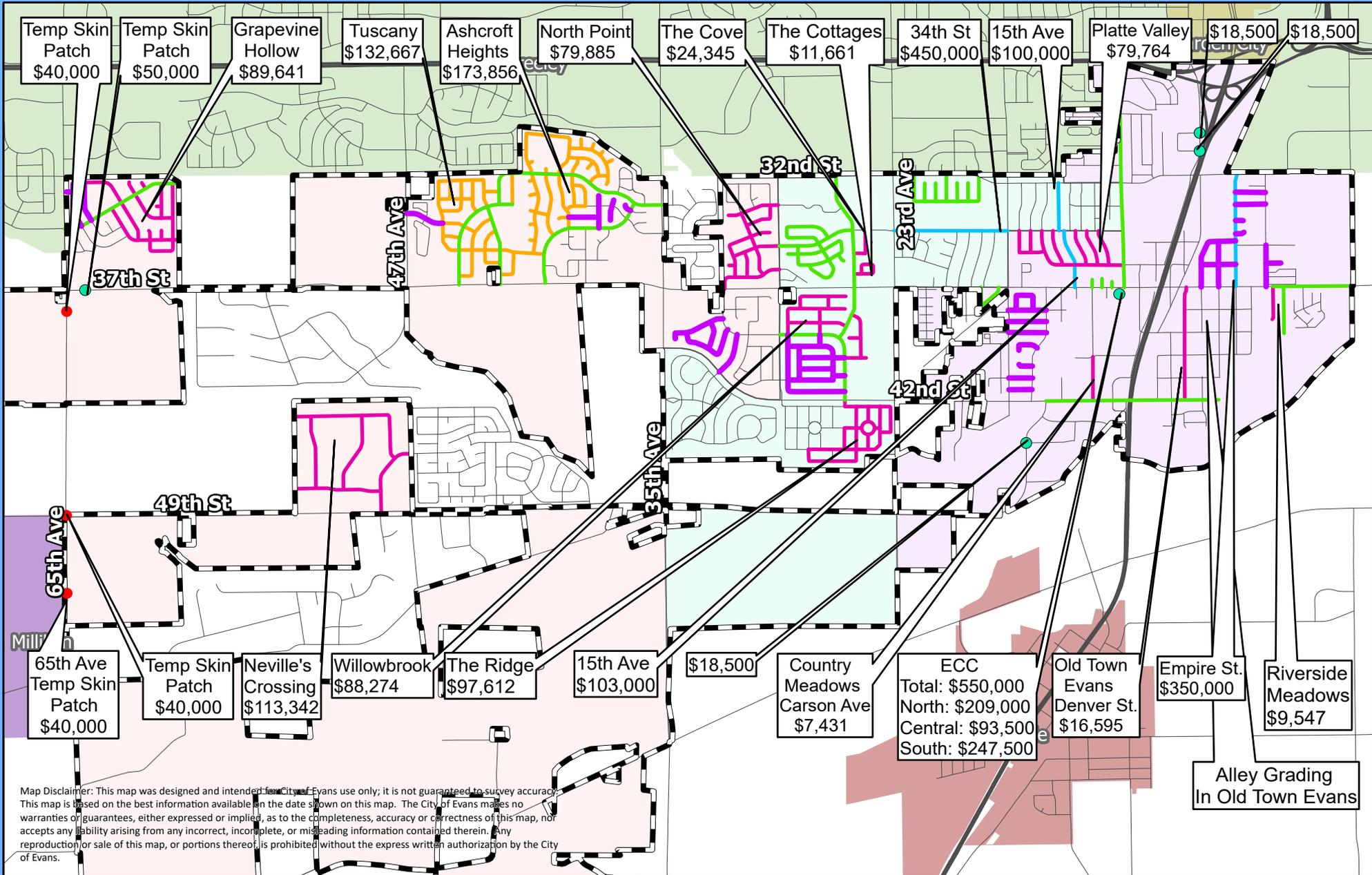
Construction timeline / funding need	2019	2020	2021	2022	2023	2024	Total
47th St. widening		\$1,650,000	\$2,750,000				\$4,400,000
37th / 47th intersection (roundabout) with extensions						\$2,750,000	\$2,750,000
37th St. - 35th St to Stampede				\$4,500,000			\$4,500,000
Stampede to 47th					\$4,500,000		\$4,500,000
37th St. Widening Design	\$511,000	\$839,000					\$1,350,000
Total	\$511,000	\$2,489,000	\$2,750,000	\$4,500,000	\$4,500,000	\$2,750,000	\$17,500,000
Funding and Maintenance Scenarios	2019	2020	2021	2022	2023	2024	Total
<u>Beginning Balance</u>							
General fund transfer	\$1,350,000	\$2,150,000					
Other CIP Street Funding		\$225,000					
Impact fees		\$500,000					
Food tax		\$500,000					
Total	\$1,350,000	\$3,375,000					
<u>Revenue</u>							
General Fund transfer for 37th / 47th widening		\$0	\$0	\$250,000	\$500,000	\$500,000	\$1,250,000
General Fund transfer for pavement management		\$850,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,250,000
Transportation Impact Fees		\$750,000	\$900,000	\$1,150,000	\$1,150,000	\$1,150,000	\$5,100,000
CDOT grant					\$1,200,000		\$1,200,000
Food tax		\$350,000	\$350,000	\$400,000	\$500,000	\$500,000	\$2,100,000
New 1% tax		\$750,000	\$1,500,000	\$2,250,000	\$2,500,000	\$3,000,000	\$10,000,000
Total		\$6,075,000	\$3,350,000	\$4,650,000	\$6,450,000	\$5,750,000	\$26,275,000
Scenario: current assumptions							
37th / 47th Widening	\$511,000	\$2,489,000	\$2,750,000	\$4,500,000	\$4,000,000		\$14,250,000
Pavement Management		\$850,000	\$1,350,000	\$1,600,000	\$1,850,000	\$2,100,000	\$7,750,000
Ending Balance		\$2,736,000	\$1,986,000	\$536,000	\$1,136,000	\$4,786,000	
Scenario: front load more maintenance (\$500K in 2020 and 2021)							
Expenditures							
37th / 47th Widening	\$511,000	\$2,489,000	\$2,750,000	\$4,500,000	\$4,500,000		\$14,750,000
Pavement Management		\$1,350,000	\$1,850,000	\$1,100,000	\$1,350,000	\$2,100,000	\$7,750,000
Ending Balance		\$2,236,000	\$986,000	\$36,000	\$636,000	\$4,286,000	



2020-2021 Asphalt Surface Treatment Scenarios

- Chip Seal Repaired Through 2019
 - Chip Seal In Queue \$350,000 Current Budget 2020
 - Chip Seal Additional \$500,000 2020
 - Mill and Overlay 2021
 - Chip Seal 2021
 - Patching 2020
 - Patching 2021
- Wards**
- Ward I
 - Ward II
 - Ward III

ATTACHMENT B



Map Disclaimer: This map was designed and intended for City of Evans use only; it is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map. The City of Evans makes no warranties or guarantees, either expressed or implied, as to the completeness, accuracy or correctness of this map, nor accepts any liability arising from any incorrect, incomplete, or misleading information contained therein. Any reproduction or sale of this map, or portions thereof, is prohibited without the express written authorization by the City of Evans.

2020 Asphalt Surface Treatment Recommendations

Utilizing 2020 Budget of \$350,000 (Orange Streets on Map)

1. Chip Seal Tuscany Subdivision. (Select roads) \$132,667
2. Chip Seal Ashcroft Height's Subdivision (Select roads) \$173,856

Total **\$306,523**

Potential Additional 2020 Work (Recommended budget \$500,000) (Pink Streets on Map)

1. Chip Seal North Point Subdivision (Select Roads) \$79,885
2. Chip Seal Willowbrook Subdivision (Select Roads) \$88,274
3. Chip Seal The Cottages Subdivision (Select Roads) \$11,661
4. Chip Seal The Ridge at Prairie View Subdivision (Select Roads) \$97,612
5. Chip Seal Platte Valley Subdivision (Select Roads) \$79,764
6. Chip Seal Country Meadows Subdivision (Carson Ave) \$7,431
7. Chip Seal Old Town Evans Subdivision (Denver St) \$16,595
8. Chip Seal Riverside Meadows Subdivision (Salida Ct) \$9,547
9. Skin Patch (37th St, between 47th Ave. and 65th Ave., 3 areas) \$50,000
10. Repair and grade public alleyways \$16,000
11. Asphalt Patch Southgate Drive (North) \$18,500
12. Asphalt Patch Southgate Drive (South) \$18,500
13. Asphalt Patch Industrial Parkway \$18,500

\$496,269

-
14. Chip Seal The Cove Subdivision (Select Roads) \$24,345
 15. Chip Seal Neville's Crossing Subdivision (Select Roads) \$113,342
 16. Chip Seal Grapevine Hollow Subdivision (Select roads) \$89,641

Total **\$723,597**

2021 Asphalt Surface Treatment Recommendations

Base Budget: \$ 600,000 General Fund Transfer
 750,000 ½ of Projected Amount of New Tax Revenue
 \$1,350,000 Total Base Budget

2021 Chip Seal (Pick and Choose) (Purple Streets on Map)

1. Chip Seal Grapevine Hollow Subdivision Subdivision. (Select roads) \$12,500
2. Chip Seal Tuscany Subdivision (Select roads) \$7,500
3. Chip Seal Ashcroft Height's Subdivision \$20,000
4. Chip Seal Hunter's Reserve Subdivision \$45,000
5. Chip Seal Willowbrook Subdivision \$110,000
6. Chip Seat Green Meadows Subdivision \$75,000
7. Chip Seal Old Town Evans (Select Roads) 80,000

Total **\$350,000**

2021 Other Surface Treatments (Pick and Choose) (Blue Streets on Map)

8. Reconstruct Old Town Evans Subdivision (Empire St) \$350,000
9. Reconstruct Sundown Subdivision (North part of 15th Ave) \$100,000
10. Reconstruct Platte Valley Subdivision (South part of 15th Ave) \$103,000
11. Reconstruct The Village Subdivision (34th St) \$450,000
12. Skin Patch (65th Ave) \$120,000 3 Areas
13. Reconstruct Evans Community Complex Parking Lot \$550,000 (North \$209,000, Central \$93,500, South \$247,500)

Total **\$1,673,000**

PLUS STREETS NOT DONE IN 2020

CITY COUNCIL WORK SESSION REPORT

DATE: May 19, 2020
AGENDA ITEM: Work Session Item #3
SUBJECT: Consideration of Food Trucks in Evans
NAME & TITLE: James L. Becklenberg, City Manager
Randy Ready, Assistant City Manager
Anne Best-Johnson, Community Development Director
Lauren Richardson, City Planner

ISSUE DESCRIPTION:

Food trucks are an emerging and present dining option and amenity in Evans. The purpose of this work session is to provide a brief overview of the policy considerations associated with Food Trucks. The current Municipal Code does not provide a method to approve Food Trucks. There have been recent inquiries and Staff has provided Temporary Business Licenses to three food trucks, in the interest of encouraging the events and economic activity associated with them. Staff is seeking Council direction to determine whether this type of business is desired in Evans and should therefore have a more permanent permitting process.

A collaborative team from Finance, the City Clerk, and Planning have met to determine which portions of the Municipal Code may need to be amended, should Food Trucks be desired. At this time, amendments to Chapters 3, 5, and 18 would be needed to legalize food trucks in the City of Evans. The intent is to allow this use on private property, except when permitted in the Right-of-Way or on City property during special events.

Should Council determine that Food Trucks are desirable in Evans, the following amendments to the Municipal Code will be prepared for Council consideration:

- Definition of Mobile Food Vendor in Chapters 3, 5 and 18, as appropriate.
- Chapter 3.04 regarding Sales and Use Tax shall be amended to require consultation with Finance and a business license.
- Chapter 5.12 regarding Temporary Vendors shall be amended to include the following:
 - Updated License Requirements
 - Updated hours of operation for Door-to-Door solicitation
 - Inclusion of language for Revocation of License
 - Removal of the Bond requirement
 - Consolidated application of process between Finance, City Clerk, and Planning
- Chapter 18.05 Temporary Structures and Uses shall be amended to include a Mobile Food Vendor as a contemplated Temporary Use.

FINANCIAL SUMMARY:

There costs associated with permitting food trucks is nominal and would be largely offset by the permit application fee. Should they be permitted, they would pay business license fees and remit sales tax to the City.

REQUESTING FROM CITY COUNCIL:

City Staff is seeking direction on proceeding with Municipal Code changes to Chapter 3, 5, and 18 to allow Food Trucks in the City of Evans. With this direction, the Code changes would be presented to the City Council at a future meeting for consideration.

ATTACHMENTS:

- None