



City of Evans, Colorado

City Manager Recruitment Profile



ABOUT EVANS

With a current population of 21,400, Evans Colorado is growing due in part to its outstanding quality of life including over 300 days of sunshine each year and a full four seasons. Evans' median age is 33.7 compared to the US median age of 37.4. Also, Evans is a diverse community with a vibrant population which provides employers access to a culturally diverse workforce.

Evans has a colorful wild-west history beginning as a railroad town when John Evans and his business partners built the Denver Pacific Railroad in the late 1860s. Mr. Evans became the second Territorial Governor of Colorado, and the community was named for him. Known as the "Queen City of the Platte" when incorporated in 1869, Evans was the original county seat of Weld County for many years before the honors finally rested with the neighboring City of Greeley.



EDUCATION

Greeley-Evans School District 6 has 25 public schools ranging from elementary to high school, plus two alternative high schools, five charter schools, and one online academy. Evans has four elementary schools, a K-8 Arts Magnet School, and a middle school. Evans' residents have school choice which provides the opportunity to attend any school in District 6 as well as schools in other public school districts tuition-free.

All District 6 schools have capacity to accept more students. There are also several private school options.

Founded in 1889, the University of Northern Colorado (UNC) is less than a mile from downtown Evans and has over 100 programs for both undergraduate and graduate students. UNC's Monfort School of Business is internationally recognized and is a Malcolm Baldrige Award winner. UNC has approximately 12,000 students.



Aims Community College has a campus located within 15 minutes of Evans and offers students courses ranging from cooking to physics. It is one of the most progressive two-year colleges in Colorado with nearly 160 degree and certificate programs available to its 7,000 students.

Within driving distance are other nationally recognized schools, including: Colorado State University, University of Colorado, Denver University, Front Range Community College, Regis University, University of Phoenix, and many technical and specialty schools including the Institute of Business and Medical Careers (IBMC) and the Academy of Natural Therapy.

LEISURE AND CULTURE

Evans is 45 minutes from Estes Park, Rocky Mountain National Park, and downtown Denver. With more than 220 acres, Evans' park system consists of 12 developed parks and open space, a dog park, and several hiking and biking trails along the South Platte River and other parts of Evans.

Additional information about Evans is available at www.evanscolorado.gov

CITY GOVERNMENT

The City, which adopted a home-rule charter in 1973 by citizen vote, has operated under the Council/Manager form of government since 1974. The Evans City Council consists of seven members including the Mayor who is elected for a two-year term and cannot serve more than four full consecutive terms. Two City Council Members are elected from each of three Wards to four-year overlapping terms. Council Members cannot serve more than two full consecutive terms. City Council members elect the Mayor Pro-Tem to serve in the absence of the Mayor. In addition to the City Manager, the City Council appoints the City Attorney and Municipal Judge.

In addition to providing policy options and recommendations to City Council, the City Manager ensures the Council's policy direction is implemented. The City Manager recommends the annual budget to City Council and hires and provides managerial leadership to City staff. The last City Manager retired after ten years in the position.

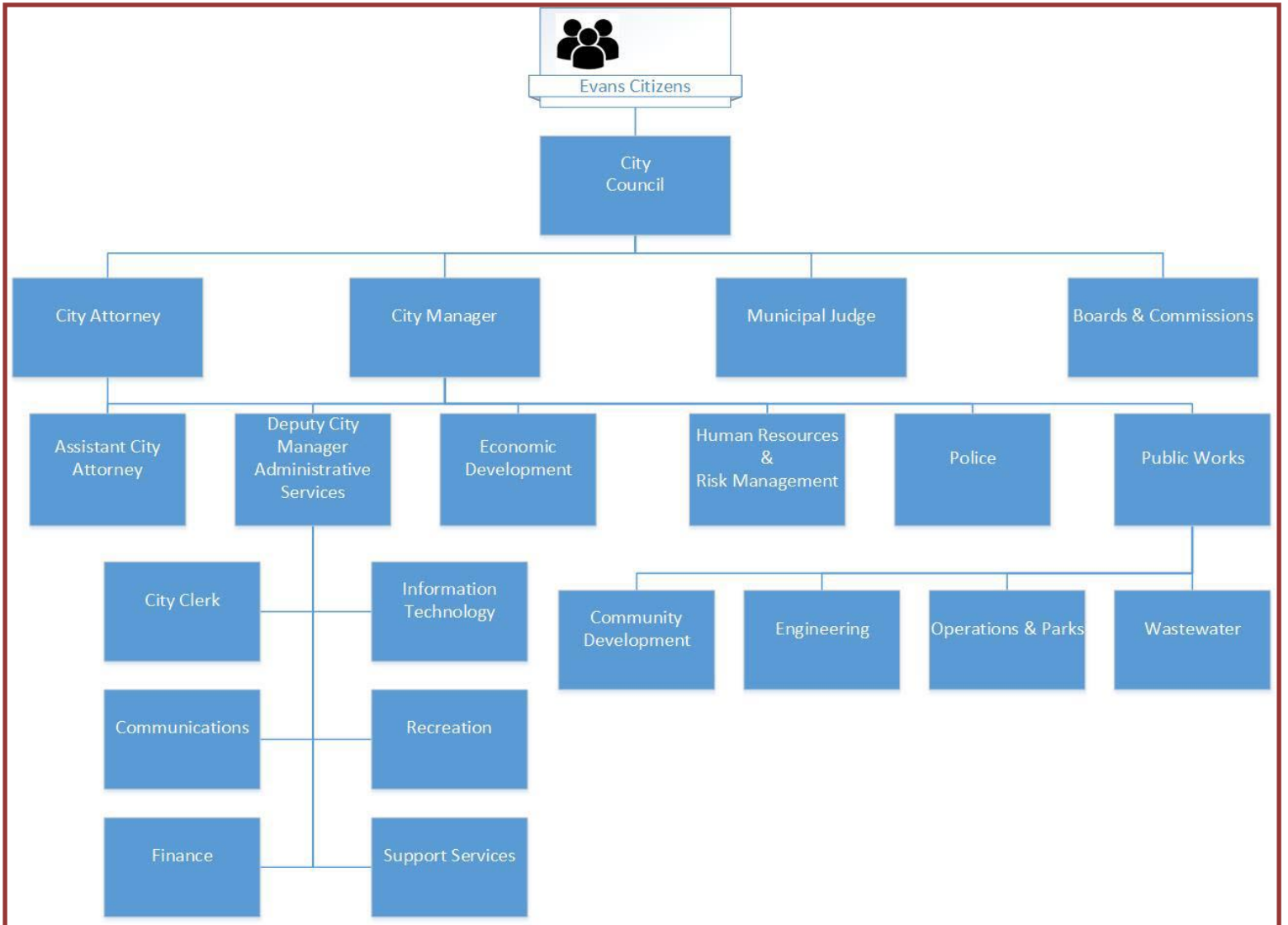
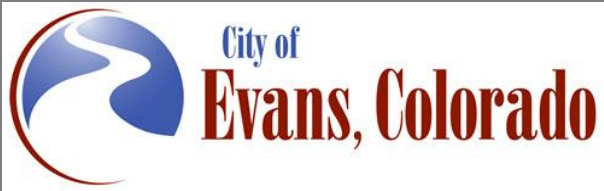
Evans has a balanced operating budget, an annual City Wide budget of \$24.5 million, a five-year Capital Improvement Program (CIP) budget of \$62.4 million, 95 full-time and 96 part-time/temporary employees. The City has a 3.5 percent sales tax rate (last increased in 2004) and sales tax revenue comprises 56 percent of General Fund revenues. The City operates on a calendar fiscal year and does not have employee unions.

The Evans Community Complex (ECC), constructed in 1998, houses not only City Hall functions but also several community and recreation programs (see ECC entry sign below for a list of all functions).

All City Department Directors office at the ECC. Fire/EMS services are provided by the Evans Fire Protection District, and the High Plains Library District (HPLD) provides library services at the Riverside Library and Cultural Center (RLCC).



The RLCC is jointly owned by the City and the HPLD and hosts conferences, meetings, community gatherings, and private parties and receptions.



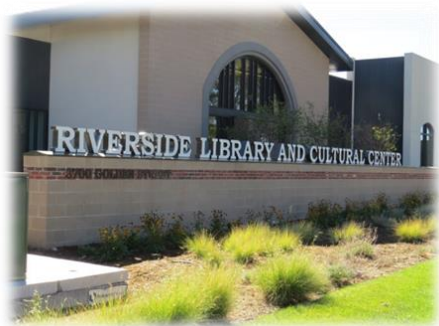
Vision Statement

The City of Evans is an economically diverse, self-sufficient community providing a clean, safe, family friendly environment with growth oriented infrastructure. We accomplish our vision with strategic policies and partnerships and long range plans necessary to maintain essential City infrastructure and services.



Council Priorities

- Evans is visually attractive, with **CLEAN** neighborhoods, well maintained streets, parks, landscaping and public facilities. There are well written policies and attention to detail that encourages pride in neighborhoods.
- Evans is **SAFE** because we have well maintained streets, parks, public facilities and programs that address residents' concerns including CPAC, community policing, NHW NNO and emergency preparedness.
- Evans is **SELF-SUFFICIENT**. We actively promote regional retail shopping opportunities located in Evans and we provide essential services to our residents. We do this by ensuring our staff have capacity and resources and by promoting and leveraging beneficial and strategic partnerships.
- Evans is **FAMILY FRIENDLY** with a small town atmosphere where you feel at home. We provide a wide range of activities for all ages through our recreational amenities, and our residents take pride in our welcoming community.
- Evans has a **DIVERSE ECONOMY** that has a mix of businesses (retail, industrial, office and residential) to strengthen us during economic cycles. We have opportunities for shopping with retail locations throughout the City. We support the development of regional employment opportunities.
- Evans has a proactive and diverse capital **INFRASTRUCTURE** program supported by policies that promote long term planning for funding, growth, expansion and maintenance.



City Accreditations and Recognitions

- Police Department accredited through Professional Standards of the Colorado Association of Chiefs
- Insurance Services Office (ISO) rating of 3
- Tree City USA Community
- Playful City USA Community



Issues and Opportunities

The following is a summary of the issues and opportunities to be managed by Evans next City Manager:

Economic Development

As with most communities, expanding the local economy is one of Evans' top priorities. The primary economic development opportunities and issues are discussed below.

- Highway 85 URA/Overlay District—Highway 85 is one of the main entry points into Evans and carries a traffic volume of approximately 35,000 vehicles per day. Fragmented land uses, blight, and lack of visual aesthetics at this entry point are hindering the economic development potential of this area. As such, the City created an Urban Renewal Authority (URA) in 2009 encompassing 335 acres. The URA provides access to Tax Increment Financing (TIF) revenue for public improvements and purchase of land for redevelopment purposes.

The City also created a zoning overlay district with its own design guidelines and criteria applicable only in this district. The City has begun purchasing properties in this area for redevelopment. The City envisions this area will have primarily retail land uses with potential for restaurants, a grocery store, and similar uses. Additional information about this URA and overlay district can be found at the link below.

<http://www.evanscolorado.gov/economicdevelopment>

- Attracting Retail Businesses—generating more retail business activity is of great importance given the City's reliance on sales tax revenue to fund City operations. Utilization of high-profile commercial real estate brokers with access to national and regional retail markets has been suggested as one way to attract more retail development in Evans.
- Business-Friendly—there is interest in having more of a partnership between City staff and developers to facilitate approval of development projects within the confines of development regulations. Also, streamlining permitting processes and reviewing regulations to determine if changes are warranted are other areas of interest.
- Economic Development Staffing—the Economic Development Director position is currently vacant. The next City Manager will need to address how this function should be staffed.

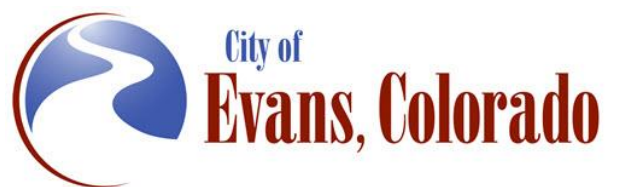
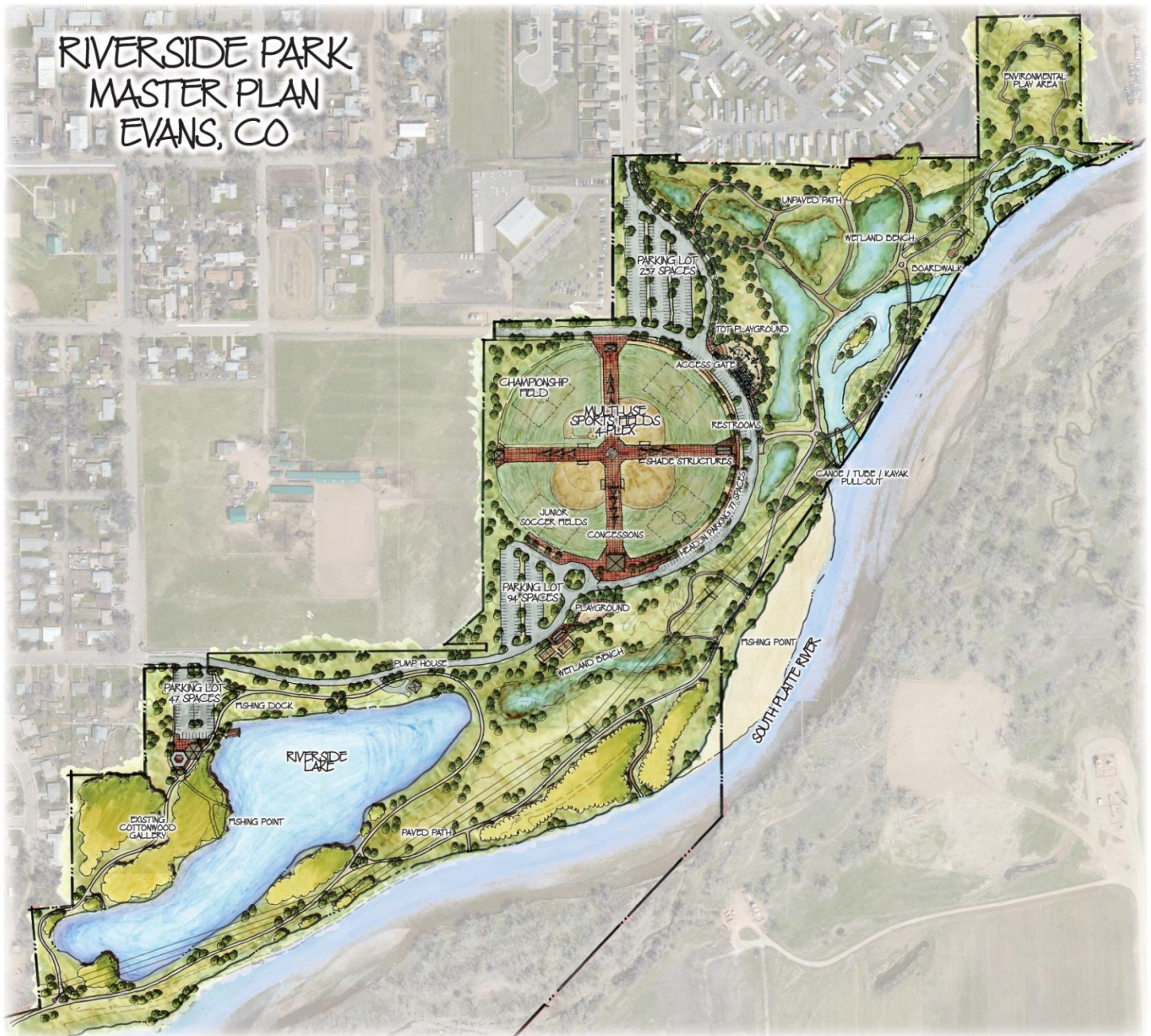


Infrastructure

The City has made great progress in recent years addressing its infrastructure needs. The City Council recently increased development impact fees which will provide additional funds for infrastructure development and replacement. The City also obtains grants to fund infrastructure. Below is a summary of current and future infrastructure needs.

- Water—in Colorado as in most western states, the acquisition of sufficient water rights and careful management of water resources are essential to ensuring an adequate water supply for current and future residents and businesses. The City is presently in the process of updating its current Water Master Plan and will likely complete it in the next few months. Major elements to be addressed in the Master Plan include the need for the City to work with developers to construct and fund non-potable water lines for irrigation purposes and identify options for water treatment into the future.
- Wastewater—the City has recently acquired State financing to construct a \$41M Wastewater Plant. The groundbreaking for this project was held in early August, 2016 and construction is underway. City Council adopted a multi-year wastewater rate increase plan to use to repay the State.
- Streets—the City has identified \$40M worth of street infrastructure needs. A funding plan needs to be developed to address at least a portion of these needs.
- Storm water – the City is currently updating the Storm Water Master Plan; whose estimated total cost is currently \$27 million.

Riverside Park—the unprecedented 2013 South Platte River flooding left this major City park in an unusable condition. The City has developed a \$12M Riverside Park development plan (see diagram below) most of which will be funded by the Federal Emergency Management Agency (FEMA). The City Manager will be involved in obtaining the remaining needed funding and the construction of this major park improvement.



East Side Services

The majority of growth in Evans has occurred on the western side of the city. The next City Manager will need to be able to balance the needs of residents on both the east and west sides of town with appropriate and fair support for infrastructure and services.

Strategic Plan

The City has had a strategic plan for many years. The current plan which was first developed in 2011 is updated every 90 days to make it a living document that guides development and implementation of City strategic priorities. Working with City Council and staff the next City Manager will have the opportunity to influence this plan.

Pay Plan

An ongoing effort for the next City Manager will be regular updates to the City's classification and compensation plan to ensure the City remains competitive in the market place.

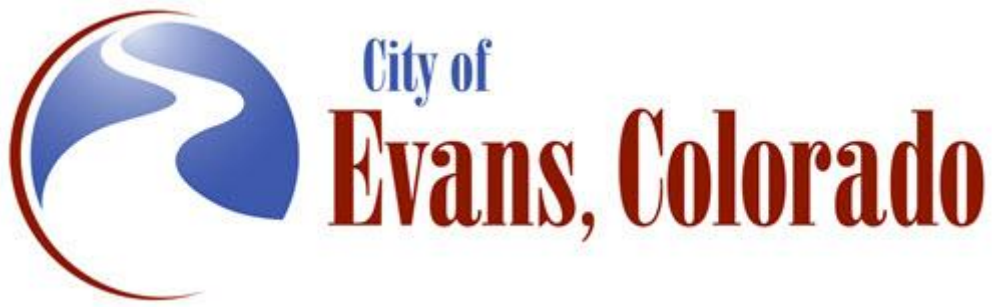
JOB REQUIREMENTS

The minimum job requirements are: 1) Master's degree in Business or Public Administration, or related field; and 2) seven years of progressively responsible local government experience; or any combination of education, training, and experience which would qualify for the position as determined by the City.

The City is seeking an individual who possesses the following skills and characteristics:

- Visionary consensus builder who embraces strategic planning;
- Strong track record with both economic development and redevelopment;
- Values authenticity and transparency;
- Demonstrated ability to stay connected with the community and City staff while exhibiting “out of the office” thinking;
- Ability to successfully lead and manage a growing community;
- Exceptional written, verbal and presentation communication skills;
- Ability to listen;
- Ability to nurture high-performing City workforce which provides outstanding customer service and enjoys mutually supportive working relationships;
- Demonstrated ability to inspire creativity, innovation, and technology;
- Ability to work with highly qualified, cohesive, professional management staff in effective manner without micro-managing;
- Values continuous life-long learning and supports a learning organization hand in hand with professional and leadership development for City employees;
- Strong personal and professional integrity;
- Successful track record of fostering mutually supportive relationships with surrounding communities;
- Knowledge of water rights and water resource/reclamation issues a plus;
- Successful track record of obtaining grants, particularly for CIP projects;
- Values responsiveness to City Council and citizen requests for information;
- Manages employees in an understanding and supportive manner valuing the balance between professional and personal life; and
- Ability to promote and enhance municipal reputation and image with significant marketing savvy.





COMPENSATION

The compensation for the City Manager job is competitive with the starting salary dependent on the selected individual's qualifications and match with the desired attributes being sought by the City. The City has comprehensive fringe benefits including two defined contribution retirement plans whereby the City matches employee contributions up to 7 percent of annual salary into a 401K plan and contributes 3 percent of annual salary into a 457 plan. The City will pay reasonable and customary moving expenses for the next City Manager who is required to live within the city limits.



To Apply:

The position will remain open until filled with the first review of resumes occurring on **October 30, 2016**. The City encourages applications from all parts of the country. In order to be considered for this position, please send your resume and cover letter with current salary to pwconsulting@cox.net. For additional information about this job, please contact:

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