ALAMOSA CITY COUNCIL
Regular Meeting Agenda

Council Chambers
300 Hunt Avenue, Alamosa, CO
March 20, 2024

Mission Statement: We are committed to providing balanced, effective and efficient public services for our residents, visitors and businesses by cultivating a vibrant, resilient and livable city.

Any person needing reasonable accommodation to attend or participate in a public meeting, please contact the Alamosa City Clerk's office by telephone (719) 589-2593, by email cityclerk@ci.alamosa.co.us, in person at 300 Hunt Avenue, or by mail at POB 419, Alamosa, CO 81101.

Zoom Webinar Link: https://us02web.zoom.us/j/85753492744

Dial-In Number: +1 719 359 4580 US | Webinar ID: 857 5349 2744

Council Calendar

6:30 PM - Work Session: Concrete Replacement Program

7:00 PM - Regular Meeting

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. AGENDA APPROVAL

IV. CITIZEN COMMENT

Alamosa City Council welcomes your comments. Citizens wishing to speak may obtain and complete a speaker card through the City Clerk at the start of the meeting.

A. Audience Comments

B. Follow-Up

V. CONSENT CALENDAR A

The Consent Calendar allows multiple actions with one motion. Consent Calendar A contains routine items which have been recommended for action by staff or advisory boards. Council may remove a consent calendar item for separate consideration.

C.7.a. Approve Minutes of Meeting March 6, 2024

C.8.a. Receive February 2024 Monthly Reports

C.11.a Ratification of Planning Commission Approval: Conversion of a Non-Conforming Light Industrial Telecommunications Use to a Conforming Use at 1405 Hunt Avenue

C.11.b Motion Authorizing the Mayor to Execute a Property Ownership and Agency Affidavit, Allowing Manish Patel to Apply for a Variance on the Former Walsh Property

VI. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. Annual Update from Outside Funding Partner: South Central Colorado Seniors

B. Business Brought Forward by City Staff

1. Development Services

a. Quarterly Update on Housing and Downtown

b. Motion approving the San Luis Valley Habitat for Humanity Contract for Services

2. Police

a. First Reading, Ordinance No. 5-2024, shortening the cure and notice provisions for nuisance properties owned or controlled by resident owners creating the nuisance.

3. City Manager/Legal

a. First Reading, Ordinance No. 6-2024, an ordinance amending *The Code Of Ordinances Of The City Of Alamosa* to Include a new Chapter 17 titled "Guidelines and Regulations for Water Projects for Export Outside The San Luis Valley as Designated as Matters of State Interest of the City of Alamosa"

C. Committee Reports

D. Staff Announcements

COUNCIL COMMENT

ADJOURNMENT

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:
Council Calendar

ATTACHMENTS:

	Description	Type
🗋	Council Calendar	Cover Memo

Alamosa City Council Meeting and Event Calendar

Updated 03/15/2024

All events are held in Alamosa Colorado unless otherwise noted.

CITY HALL IS LOCATED AT 300 HUNT				
Date	**Time**		**Location**	**Additional Information**
March 20, 2024	6:30 p.m.	Work Session: Concrete Replacement Program	Council Chambers	*
March 20, 2024	7:00 p.m.	Regular Council Meeting	Council Chambers	
March 27, 2024	6:30 p.m.	Work Session: Review of Fire Study	Fire Training Room	*
April 3, 2024	6:00 p.m.	Work Session: Water Treatment Future	Council Chambers	*
April 3, 2024	7:00 p.m.	Regular Council Meeting	Council Chambers	
April 10, 2024	6:30 p.m.	Work Session: SIDs Discussion	Council Chambers	*
April 17, 2024	7:00 p.m.	Regular Council Meeting	Council Chambers	
April 22, 2024	6:00 p.m.	Annual Board Appreciation Dinner	TBD	****
May 1, 2024	7:00 p.m.	Regular Council Meeting	Council Chambers	
May 15, 2024	7:00 p.m.	Regular Council Meeting	Council Chambers	
May 22, 2024	6:30 p.m.	Work Session: Advisory Board Interviews	Jury Conference Room	*
May 25, 2024	9:30 a.m.	Rio Trio Races	Alamosa, CO	***
May 29, 2024	6:30 p.m.	Work Session: Advisory Board Interviews	Jury Conference Room	*

* Work sessions are informal Council meetings for the purpose of discussion among Council members. No action is taken. The public is invited to attend, but public comment is generally not received unless otherwise noted.

**Sponsored by outside entity. Council members have been invited to attend. Please check with originating entity for registration information

*** Citizens are encouraged to attend this community event

**** This is a purely social event and not open to the public

*****This is a closed session and not open to the public

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:

Approve Minutes of Meeting March 6, 2024

ATTACHMENTS:

	Description	Type
🗋	Minutes of Meeting March 6, 2024	Minutes

ALAMOSA CITY COUNCIL
Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
March 6, 2024

Zoom Webinar Link: https://us02web.zoom.us/j/85753492744

Dial-In Number: +1 719 359 4580 US | Webinar ID: 857 5349 2744

Council Calendar

6:00 PM - Work Session: Discussion on perception of crime and if new City ordinances are needed

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Regular Meeting of the Alamosa City Council was called to order on the above date by Mayor Ty Coleman at 7:00 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

Present at Roll Call: Mayor Ty Coleman, Councilors Liz Hensley, Michael Carson, Jamie Dominguez, Jackie Vigil, and Dawn Krebs. Councilor Jan Vigil previously requested to be excused and his absence is an excused absence. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

III. AGENDA APPROVAL

Councilor Hensley moved, seconded by Councilor Carson, to approve the agenda as presented and to excuse Councilor Jan Vigil. The motion carried unanimously.

IV. CITIZEN COMMENT

Alamosa City Council welcomes your comments. Citizens wishing to speak may obtain and complete a speaker card through the City Clerk at the start of the meeting.

A. Audience Comments

None.

B. Follow-Up

None.

V. CONSENT CALENDAR A

The Consent Calendar allows multiple actions with one motion. Consent Calendar A contains routine items which have been recommended for action by staff or advisory boards. Council may remove a consent calendar item for separate consideration.

Councilor Krebs moved, seconded by Councilor Hensley, to approve Consent Calendar A. The motion carried unanimously.

C.7.a. Approve Minutes of Meeting February 21, 2024

VI. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. Annual Update from Outside Funding Partner: Habitat for Humanity

Audrey Liu and Trudy Chavez provided the annual update on the projects Habitat for Humanity has worked on this past year.

2. USA Today's Best Small Town Cultural Scene

Beth Sumner and Kale Mortensen with Visit Alamosa presented information on the USA Today's Best Small Town Cultural Scene that Alamosa is being nominated for.

B. Board/Commission Business

1. Library Board Annual Report

Library Board Chair Will Krebs provided the annual report for the Library Board to Council.

C. Business Brought Forward by City Staff

1. Development Services

a. Various Water Updates

Deacon Aspinwall and Beata Ramza with Development Services provided information to Council on the annual water usage and the WaterSmarts Committee.

2. Police

a. Motion authorizing the purchase of 30 Axon Fleet 3 in-car camera systems for $420,703.06 to be paid over 5 years.

Interim IT Director Brandon Gallegos provided information to Council on the Axon Fleet 3 in-car camera systems to Council. Interim Chief Joey Spangler and Ms. Brooks also provided additional information.

Councilor Carson moved, seconded by Councilor Jackie Vigil, to authorize the purchase of 30 Axon Fleet 3 in-car camera systems with the inclusion of the Technology Assurance Plan for $420,703.06 to be paid over 5 years. The motion carried unanimously.

3. City Manager/Legal

a. Second Reading and Public Hearing, Ordinance No. 3-2024, an ordinance approving an intergovernmental agreement with Water Activity Enterprise Special Improvement District No. 6 of the Rio Grande Water Conservation District to cover the City's municipal wells in the district's annual replacement plan(s) pending approval of the City's plan for augmentation

Counselor Schwiesow reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 8:09 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 8:10 p.m.

Councilor Carson moved, seconded by Councilor Jackie Vigil, to finally adopt Ordinance No. 3-2024. The motion carried unanimously.

b. Selection of Art for Purchase

Ms. Brooks reviewed the art pieces and budget amount for Council for 2024. Council discussed the pieces and decided to purchase Casey Caterpillar. Councilor Hensley stated that Aaron with the Boys and Girls Club would help to purchase this item as well. Councilor Dominguez stated that Shooting Stars would cover the remaining balance of whatever the Boys and Girls Club and the City couldn't for the purchase of Casey Caterpillar.

Councilor Jackie Vigil moved, seconded by Councilor Hensley, to purchase Casey Caterpillar with the budget funds of $5,450. The motion carried unanimously.

D. Committee Reports

Councilor Dominguez reported on the Homeless Coalition meeting he attended.

Councilor Carson reported on the Rio Grande Basin Roundtable meeting he attended.

E. Staff Announcements

Public Works Director Harry Reynolds provided an update on the street construction for La Veta, an update for the houses on Princess Ann, and an update of the date for the removal of the huts at the St. Benedict campsite.

Ms. Martinez informed Council that the current agenda management software the City uses will be coming to an end of life per the company that owns it; and that the City Manager,

Interim IT Director, and herself are researching other software and will be issuing an RFP to generate interest for a new agenda management software.

COUNCIL COMMENT

Councilor Carson commented in regards to the property on Edison Ave and the certificate of occupancy. Councilor Dominguez stated that he would like to be included on this discussion.

Mayor Coleman commented in regards to the Monterey Cafe.

ADJOURNMENT

The meeting adjourned at 8:34 p.m.

_____ _____

Holly C. Martinez, City Clerk Ty Coleman, Mayor

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:
Receive February 2024 Monthly Reports

ATTACHMENTS:

	Description	Type
🗋	February 2024 Monthly Reports	Reports

COUNCIL COMMUNICATION

DATE: March 20, 2024	**AGENDA NO.**	**SUBJECT**: City Manager Monthly Report for February 2024
Department Head:		
City Manager: Heather Sanchez		
PRESENTED BY: Heather Sanchez		

The following reports cover the activities of the City's various departments. Below is a statement regarding major issues covered by the City Manager's office. Additional information is provided in the bi-weekly updates from the City Manager to the Council.

February 2024 Report

- Monthly meeting with City Clerk
- Meeting with Cigna to review year-end claims
- Monthly meeting with Councilor Dominguez
- Monthly meeting with Councilor Jackie Vigil
- City Council retreat
- Bi-Weekly meetings with Interim Police Chief
- Region 18 Opioid Steering Committee meeting
- Monthly Airport Road Soup Kitchen/Emergency Weather Shelter meeting
- Coffee with Matt Abbey
- Monthly meeting with Councilor Krebs
- Monthly meeting with Public Works Director
- Bi-Weekly meetings with Mayor and City Clerk
- Leadership Team retreat
- Meeting with Colorado Housing and Finance Authority to discuss Airport Road Soup Kitchen/Emergency Weather Shelter
- Bi-Weekly meetings with Communications/Project Specialist
- Bi-Weekly meetings with Economic Development Director
- Monthly meeting with Parks & Recreation Director
- Monthly meeting with Councilor Carson
- Monthly meeting with Councilor Jan Vigil
- Meeting with partners to discuss huts at St. Benedict
- Monthly meeting with Finance Director
- Recreation Advisory Board meeting
- Weekly Leadership Team meetings
- Monthly meeting with Interim IT Director
- Monthly meeting with HR Manager
- Colorado Municipal League Legislative Workshop
- Region 18 Opioid Settlement Governance Council

- Monthly Chamber luncheon
- COCCUP Grant TTA meeting
- IT Director Interview Process meetings
- Monthly meeting with Fire Chief
- Lunch with Councilor Hensley
- Creative District Committee meeting
- Police Chief interviews
- Meeting regarding Horizon Heights development
- Monthly Economic Development Committee meeting
- Meeting with School District to discuss Handle with Care program
- Meetings to demo agenda software
- Monthly Homeless Coalition meeting
- Monthly La Puente Board meeting
- Monthly meeting with Development Services Director
- Family Leadership Training Presentation

COUNCIL COMMUNICATION

DATE: March 11, 2024	**AGENDA NO.**	**SUBJECT**: Economic Development Report for February, 2024
Department Head: Kathy Woods, Economic Development		
City Manager: Heather Sanchez		
PRESENTED BY: Heather Sanchez		

Meetings, Phone Conferences/Calls and Projects:

- Early Childhood Center meetings and plans continue regularly-weekly/monthly
- Regular meetings with Sarah Stoeber, DRG, on collaborations and projects
- Regular meetings with Erin Keck, Chamber, on collaborations and projects
- Richard Hubler, County - info for upcoming County Comp Plan
    - Tienda Latina Guatamex store
- Firedworks Check In
- Contact with new building owners of former May Wa building - Opening new store April 1
- Regular contact with management team at Melanzana
- 7Brews meeting with management staff and continued contact
- Boutique Hotel meetings/planning
- 90 Room Downtown Hotel meetings and planning
- Alamosa Farms meeting (A potential developer initial contact)
- Code Enforcement meeting and follow up on properties of concern
- SLV Healthcare Sector Partnership lunch meeting
- Sonia Perez/ Liz Thomas Hensley on introductions to the community for new ED of SBDC
- Council Retreat
- Dan Roberts phone meeting regarding a potential plant for clean generator production
- Continued contact/discussion with a chain firm looking for property

- ASU/Dr. Tandberg and a few others on a Nursing Program need
- Multiple Melanzana contacts and meeting with management
- Rural Philanthropy planning meetings
- Police Chief planning and interviews
- Initial meeting for IT Director interview candidate selections
- Georgia and Carrie Cook - Alcon Construction x 2
- Jason Medina - potential gaming business
- Community Banks Manager - Jeff Jones meet and greet
- Main St. Committee
- Phillip Larwood/Larwood Handiman Services
- Mock interview for young man applying for a Boettcher Foundation grant for college
- Spoke to Dr. Hensley's ASU Business Retail class
- John Barndt Ice Hunters in town for vending ice repairs
- Saundra Stewart - Property Management update
- Arnold Salazar and Judy McNeilsmith catch up
- Pawel Bielecki contacts regarding former Oscars building/long term vacancy
- Derek Sisneros - business catch up
- Facade grant follow ups and finalization
- Fran Eigenberg catch up
- Care and Share collaborations

- THANK YOU FOR YOUR SUPPORT!

COUNCIL COMMUNICATION

DATE:3/14/2024	**AGENDA NO.**	**SUBJECT**: Communication Specialist Monthly Report for February 2024
Department Head: City Manager		
City Manager: Heather Brooks		
PRESENTED BY: Jasmine Husmann		

- Had bi-weekly meetings with City Manager
- Attended weekly staff meetings
- Created and shared several PSA's/updates on social media
- Worked on public outreach
- Met with PW to discuss grants
- Worked on City wide newsletter
- Worked on employee newsletter
- Worked on annual reports
- Attended Creative District Committee meeting
- Submitted Marketing District Grant

City of Alamosa
Monthly Activities Report
February 2024
Public Works Department

Streets:

Crushed 7 days
3974 tons recycled
Burn Yard Waste
Clean Burn Pit (3 times)
Push and level grass at Burn Pit
Haul dirt to cover grass and provide more dumping area
Blade all gravel roads
Prep sanders for snow removal
Remove Ice from downtown alleys
Maintenance on Crusher
Multiple sign repairs
Second Street plan review
Pull radiator and soak over weekend
Haul grass from recycling area to 20th
Blade parking and alley behind La Veta laundromat
Equipment operators attended Pipeline training
Level and haul dirt to W.7th lift station

Solid Waste:

Commercial Waste Hauled totaled 210 T.; Residential Waste Hauled totaled 134 T. Fifty two extra pick-ups were completed. Ten, 96 gallon toters, zero, 64 gallon toters and one yard waste toters were delivered.The first day for yard waste pick up for the season will be April 1st.. Four toters and five dumpsters were repaired.

Recycling:

A total of 67 bales of various materials were made. One hundred and forty eight bales were shipped. A total of 5.2 tons of glass was processed. Landfill savings totaled $719.09.

Water Treatment Facility:

Water Pumped for Municipal usage from Water Wells = 29,584,012 gal
Potable Water Treatment Plant Produce= 27,520,285 gal
Average Chlorine delivered to the Distribution system= 1.18mg/l
Average Raw Arsenic Treated= 14.9ppb
Average Finished Water Arsenic= 4.1ppb (MCL=10 ppb)

Chemicals used to Treat Water:
Ferric Chloride= 795 gal
Chlorine= 452 gal
Average Water Recovered in Treatment= 92.0%

Construction water 37,800 Gal 8,800 inkinde Alamosa County
Did Cleans on Fibers Every Wednesday
Handed out Back flow Notices: 0

Had many meetings to discuss new well drill
Conductor casing for well was Drilled three days of drilling
KP drillers started to mobilize 12th
Had meeting to discuss Piping of new well
Helped with locates
Hwy 17 Well Meter Certified for Est Alamosa
Ferric was Delivered
Received VOC Results everything good
Attended Est Alamosa Meeting
Fixed and flushed Cloirene line
Helped flush hydrant for Green Spot 2Hr
Worked on Chlorine skeed
Installed new solenoids in plant
Installed new Waste Pump
Worked on updating Water and Sewer Ordinance
Jade Communication on Foster Tower 2X
Did Maintenance of Arsenic analyzer

Water (Distribution System):
Non-potable water pumped from Irrigation, Murphy and Weber wells: 0 Gallons
Bacterial Samples Collected and Came Back NO Problems: 10
Checked and wrote down Meter usage numbers for 8 Wells 7 day a week
Read meters 15th-24th
Meters Rereads: 107
Turn off and on at Customer Request: 30
Water turn OFF Non Payment: 5
Service Orders From City Hall: 41

Zero Consumption Accounts Visited:0
811 Locates Done: 64
Call out after work hours water related: 9
Water Taps Done: 0
Accounts Checked for Leaks: 4
House wired for meters: 12
New Meters entered into System New or Replaced: 4
Meters Looked at that have problems: 156
Repared Touch read pad or wire: 5
Meter and meter pit upgrades: 1
Meter pit lids worked on: 1
Cleaned and Marked Meter pit lids: 14
Hung Door Tags for appointments: 5
Water Main Valves Exercise: 4
BO/BR for meters: 55
Note List for meters: 115
Water services Inspected: 0
Fire Hydrants flushed: 4
Fire Hydrants Serviced: 0
Curb stops repared: 2
Fixed shut of lids: 0
Curb stopes blown out : 4
Rebuild 1”& ¾” Meters: 0
Read Meters by Tapping them: 62
Calls for Brown Water: 1 Green Spot 8th Flushed 2Hr 902 San Juan & 900 11th do to Fire
Frozen water calls: 8
Frozen meters: 3
Cleaned street after Fire
Cleaned Trucks weekly
Cleaned shop weekly
Received hydrant for inventory
Did rereads for east Alamosa
Removed Tailings for well drilling 2 Loads
Made list of 1 ½” and bigger meters to be replaced so we can order
829 San Juan need to upgrade meter bad shut off
Moved chemical for water plant

WasteWater Treatment Facility:
Total Water treated and placed back into River: 27,992,000 Million Gallons
Last Month: 27,042,000 Million Gallons
East Alamosa Treated 2,610,000 Million Gallons
BOD Removed from sewage:98%
TSS Removed from sewage: 98%

E.coli released in Effluent : <1/100 Limit of 147/100
Ammonia as Nitrogen Released to River : 0.12Mg/l Limit Max 29 Mg/l Max

Worked on and handed in for January 2024 Reports.
Collected and ran all routine monthly samples.
Collected and sent out Wastewater covid samples on Monday's & Thursday's.
Ran Generator on Monday's for 1 hr.
Blower #1 on, #2 off, #3 on during the day
UV bank 1B on 1A off.
Screw pump #2 Lead, 3 Lag, 1 Stand By
Did locates
1st Valley Lock came to look at the fire alarm system, had an alarm going off.
6th Got everything ready to replace the grit pump.
7th Alpine Electric came and disconnected grit pump and replaced breaker for waste pump #1. Roy and I replaced the grit pump.
8th Alpine came and reconnected the grit pump. Started cleaning storage room.
12th-13th Continued cleaning and rearranging the storage room.
14th Emailed Jeremy from TDMA to schedule him to come calibrate the meters. Emailed Trojan for a quote on UV lamps and other equipment needed for maintenance.
15th Took 1st Qt. and semi-annual metal samples for 2024.
21st Worked on and submitted Net DMR. Sprayed down the UV room. Finished the storage room.
27th Ordered UV equipment. Jeremy from TDMA came and calibrated all the meters in the facility.
28th Got confirmation on the UV order, should ship March 13th.

Sewer(Collection System):
Checked and wrote down clock run hours for 18 Lift Stations 7 day a week
Ran Generators
811 Locates Done: 64
Called out after work hours sewer related: 10
Checked for plugs @ customer req. 18
Sewers Flushed because customer called : 10
Sewer Lift Stations Cleaned: 10
Pulled Sewer Lift Station Pumps: 20
Blocks of sewer line cleaned: 5200 ft
Manholes Checked /Cleaned: 80
Inspection of sewer service: 2
New Sewer Taps Done: 0
Camera lines: 1
Ran sewer at Alamosa: Denver Between 8th & 9th
Ran Camera for Horizon house found broken line near foundation for Steve.

Storm Drain System
Storm Lift Stations Checked/Maintained: 13
811 Locates : 64
Rodded storm drain lines Blocks:0

East Alamosa:

Bacterial Samples Collected and Came Back NO Problems: 2
Water supplied to from Water Plant: Gal last month was 2,786,000 Gal
Water Pumped from Hwy 17 Well: 39,102 Gal
Checked and wrote down clock run hours for 9 Lift Stations 7 day a week
Water Turned Off or On: 2
Called out After Hours: 2
Lift Stations Cleaned: 10
Lift Stations Pulled Pumps: 18
Manholes Cheeked/Cleaned: 44
Sewer Rodded: 7
Reread list for meters
Worked on Monthly Report
Did Locates: 6
Office called 13 times to do a variety of things
HWY 17 Well Meter Certified
Roy Attend Board Meeting
150 Curtis Off Checked for Leak Had Leek
361 Costilla Checked for leak No leak
Ran sewer on tinkham,Trencheda, Costilla and Brush lift station going west also San Luis 1650 feet of line cleaned
Ran Generator
17 Northwood fixed Valve Cover
Had to pull pumps at M&M rages

Fleet:

Performed 23 Preventive Maintenance Services (8-Police, 1-Streets, 1-Sanitation, 1-Water, 2-Parks, 5-Sewer, 5-Fire Department, 1-City Hall)
Replaced 8 tires (6-Streets, 2-Sanitation)
Replaced 3 batteries (2-Streets, 1-City Hall)
Flat tire repair- 4 (3-Police, 1-Sanitation)

Replaced left rear tail light (1-Police)
Replaced air lines on Trail King trailer (1-Streets)
Replaced TPMS sensor on truck (1-Streets)
Replaced TPMS sensor on car (1-Police)
Installed new suction tube on sewer truck (1-Sewer)
Replaced hydraulic couplers on Loader (1-Streets)
Installed wiper blades on vehicle (1-Library)
Replaced blow blades (1-Parks)
Troubleshot TPMS sensor code (1-Police)
Replaced C5 connector because Fuel pump would not work (1-Police)
Rewired Wacker loader because vehicle would not start (1-Recycling)
Replaced hydraulic motor on Crusher (1-Sewer)
Repaired rear work lights (1-Sewer)
Repaired hydraulic leak, replaced hose (1-Sanitation)
Replaced headlight (1-Police)
Replaced timing chain and tensioner (1-Police)
Repaired chop saw trigger (1-Water)
Fuel pump quit, Replaced C5 connector (1-Police)
Replaced windshield (1-Parks)
Replaced water pump, timing chain- (1-Police)
Replaced coolant hose (1-Sanitation)
Service call to Hooper on MRAP (1-Police)
Replaced Wiper Blades (1-Police)

City of Alamosa Development Services Department
Monthly Activity Report
February 2024

- Planning:
    - 3 land use cases: 1 Non-Conforming To Conforming Special Review, 1 Minor Subdivision/Lot Line Adjustment, 1 Short Term Rental
    - 7 pre-development meetings: 1 minor subdivision, 1 major subdivision, 1 self-storage development, 1 outdoor storage yard, Early Childhood Learning Center, a major property owner on prospective developments and sites, and wireless telecommunication installation on the Ross Tower.
    - Attended Council mini-retreat
    - Attended Department Head mini-retreat
    - Attended meeting with CHFA to discuss soup kitchen funding
    - Meeting with USACE and Congressional representatives on levee funding
    - Attended CML Town Hall on 2024 Land Use Legislation
    - Submitted $600,000 CDBG grant for Early Childhood Learning Center
    - Worked on annual water usage presentation and data analysis for Council
    - Continued to refine Dark Sky code amendments and conduct outreach
    - Assisted Alamosa County with GIS data acquisition for their comp plan
    - Interview with Valley Courier regarding Velhagen Clock
    - Prepared new materials for May's Historic Preservation Month including a First Friday's booth and improved walking tour
    - Continued planning events and outreach for Water Week April 7th-13th
    - Attended Saving Places conference in Boulder
    - Meetings: Main Street Advisory Committee, RAISE project, Creative District, bike committee, code enforcement
- Building:
    - 16 building permits issued:
        - Solar- 5
        - Re-roof- 4
        - Remodel- 2
        - Window- 3
        - New Multi Family Dwelling- 1
        - Change In Use- 1
    - Total Project Costs: $449,616
    - Total Fees: $13,869.40
- Downtown:
    - Met with Public Works to coordinate RRFB project installation in early April
    - Monthly progress meeting with CDOT on the Hunt Avenue Cultural Trail
- Housing:
    - Submitted a DOLA Strong Communities grant for $3,849,205.00 for infrastructure for the Boyd School Adaptive Reuse Project
    - Met with local developer to discuss housing for those over the age of 55

- Serving on AHA hiring committee for new Executive Director
- Meeting to discuss stormwater drainage options for Boyd project
- Provided a local developer with infrastructure estimates for a new subdivision
- Regular meeting with Behavioral Health Administration for Horizon Heights
- Continued coordination calls with CRHDC's architect for Tierra Azul

Alamosa Fire Department Monthly Report
February 2024

During February 2024, the Alamosa Fire Department responded to 29 calls for service, 20 were within the City Limits and 9 were in the County.

Training
Firefighters logged a combined total of 181 hours of training.

Public Relations Events
Firefighters attended 1 event.

Inspections
1 inspection was performed.

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	4
300 - EMS	6
400 - HAZMAT	6
500 - Service Call	2
600 - Series	7
700 - False Alarm	4
	29

COUNCIL COMMUNICATION

DATE March 5, 2024	**AGENDA NO.C. 8. a**	**SUBJECT**: IT Director Monthly Report for February 2024
Department Head:		
City Manager:		
PRESENTED BY: Brandon Gallegos		

Below is a statement regarding major issues covered by the City IT Department:

February 2024 Report

- Finished SAN Install
  - Completed the installation of the Storage Area Network (SAN) infrastructure, ensuring optimal storage and data management capabilities for the organization.
- Worked with Axon for a Quote on the Fleet 3 System
  - Collaborated with Axon to obtain a comprehensive quote for the implementation of the Fleet 3 system, enhancing fleet video capture capabilities.
- Work on Tyler Brazos Quote
  - Engaged in the procurement process with Tyler Brazos - our e ticketing partner - to obtain a detailed quote for required IT services or solutions, ensuring alignment with organizational needs and budget constraints.
- Discuss Telecom Leases
  - Conducted discussions and assessments regarding telecom leases to optimize contracts, reduce costs, and enhance communication infrastructure. In specific we discussed the locations of telecom equipment

on City owned infrastructure.

- Upgrade to VMware 8
    - Successfully upgraded the virtualization infrastructure to VMware 8, ensuring improved performance, security, and scalability of virtualized environments.
- Attended Broadband Meeting, Moving Forward Meeting
    - Participated in the Broadband meeting and subsequent Moving Forward meeting, contributing insights and strategies for advancing broadband initiatives and infrastructure development.
- Upgrade Firewall
    - Implemented upgrades to the organization's firewall systems, enhancing network security and protection against cyber threats and unauthorized access.
- Granicus Replacement Meetings
    - Held meetings to discuss the replacement of the NovusAgenda software, exploring alternative solutions and planning for a seamless transition to new platforms for government communications and engagement.
- Met with MDM Provider Mirador
    - Conducted a meeting with Mobile Device Management (MDM) provider Mirador to review system performance, address any issues, and explore opportunities for optimization.
- Attended SOC Forum Webinar
    - Participated in a Security Operations Center (SOC) Forum webinar, staying updated on the latest trends, best practices, and advancements in cybersecurity strategies and technologies.
- Follow up with Apptegy for Rec Center Website
    - Followed up with Apptegy regarding the development or maintenance of the Recreation Center website. Apptegy is a possible vendor for this project.
- Discussed Website Options for Parks and Rec
    - Engaged in discussions to explore various website options and strategies for the Parks and Recreation department, aiming to enhance online

presence and user experience for community members.

- Open Fox Update Issues
    - Addressed and resolved any ongoing issues or concerns related to updates for the OpenFox (CCIC) software, ensuring uninterrupted performance and functionality.
- Installed Conferencing Bar for Harry
    - Installed a conferencing bar for Harry, enabling seamless video conferencing and collaboration capabilities to support remote work and meetings.
- Uninstalled Adlumin Software on the Network
    - Conducted the uninstallation of Adlumin software from the network, streamlining IT infrastructure and ensuring compliance with security policies and requirements.
- Updated Auction Site with Auction Vehicles
    - Updated the organization's auction site with information and listings for auction vehicles, facilitating transparent and efficient asset management and sales processes.
- Install PowerBI for Police
    - Implemented PowerBI for the Police department, enabling advanced data analytics and visualization capabilities to support informed decision-making and operational effectiveness.
- Patched all City-owned computers to the latest patch and vulnerability fixes from Microsoft. This monthly patching helps protect our computers from malicious software, resolve general Windows issues/bugs, and provide access to new Windows features.

In Monte Vista, we performed the following items:

- Google Account clean up
- AG conference - Support/Live stream
- New Surface charger
- Ordered parts for MDT
- Monitor replacement PD
- AP Mounted - by clerks
- SkiHi TV issues fixed
- Court computer updated (Caselle)
- Unita's account rebuilt on court computer
- Printer issues fixed for Planning
- PDF auto open fixed PD
- Monitor replacement PD
- SkiHi Network changes (New SSID added, limiter removed, passwords changed)
- SkiHi Doors brought back online after network changes
- SkiHi wireless network - started diagnostics
- Front AP mounted for public wifi - City Hall
- Non-booting PC fixed - Shops
- Mail PO Machine replaced
- Network lines ran for Plotter/Scanner room
- Patched all City-owned computers to the latest patch and vulnerability fixes from Microsoft. This monthly patching helps protect our computers from malicious software, resolve general Windows issues/bugs, and provide access to new Windows features.

Ticket Volume Trends

Generated Date: March 14, 2024

Date Range: on Last Month + 3 Additional filters.

Date Range : Last Month

Group name

Agent name

Company name

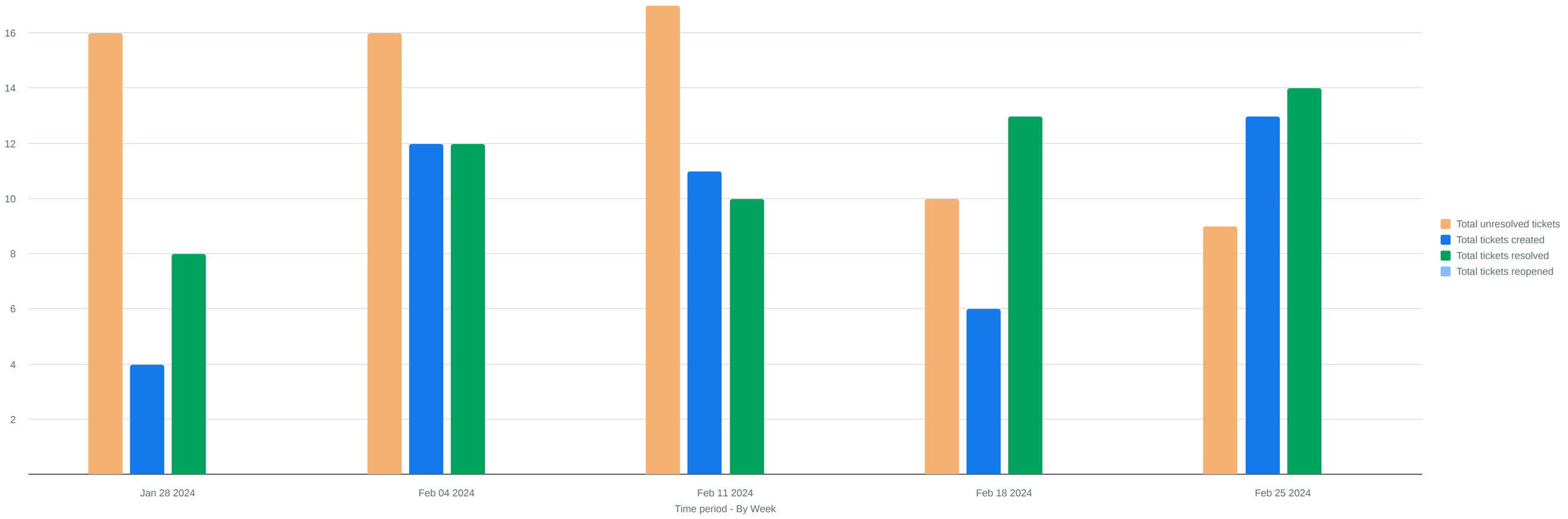
Tickets created
46 ▼ 16.36%

Tickets resolved
57 ▲ 29.55%

Unresolved tickets
9

Tickets reopened
0

Tickets management overview



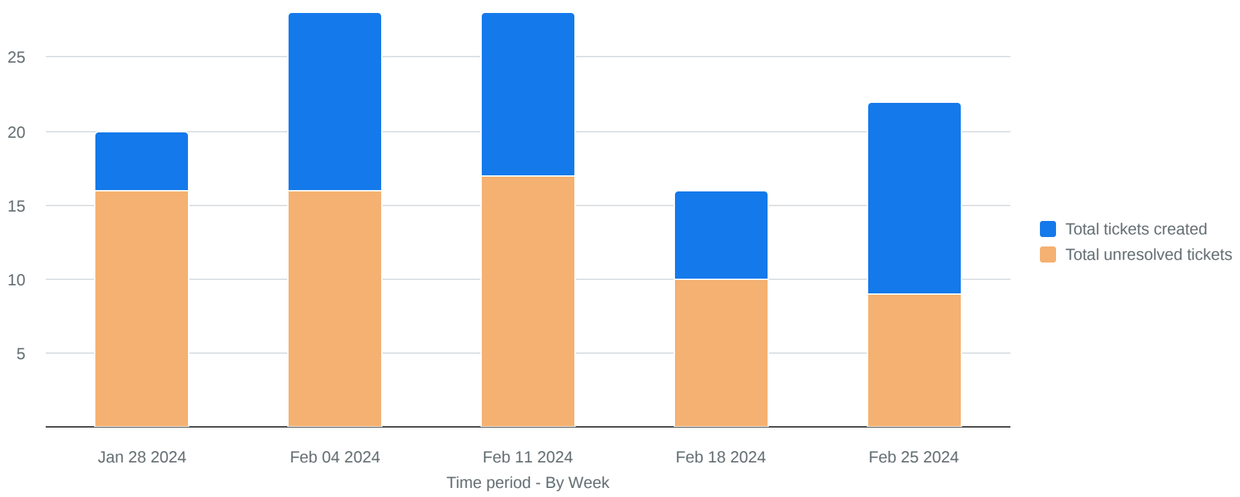
Date Range : Last Month

Group name

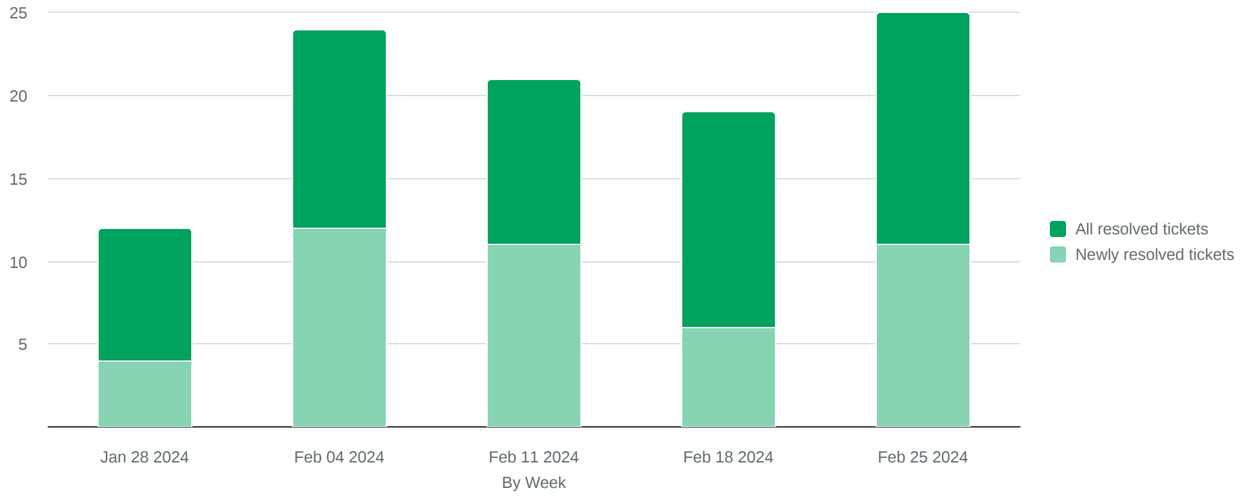
Agent name

Company name

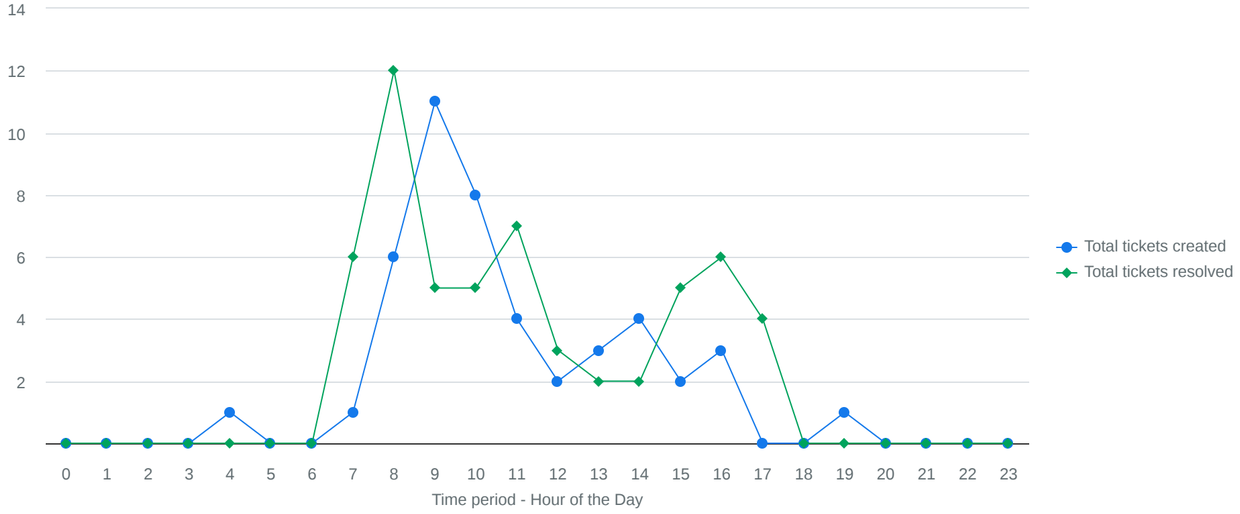
How do we manage the ticket load?



What type of tickets do we resolve?



How can we plan the shift?



No Access

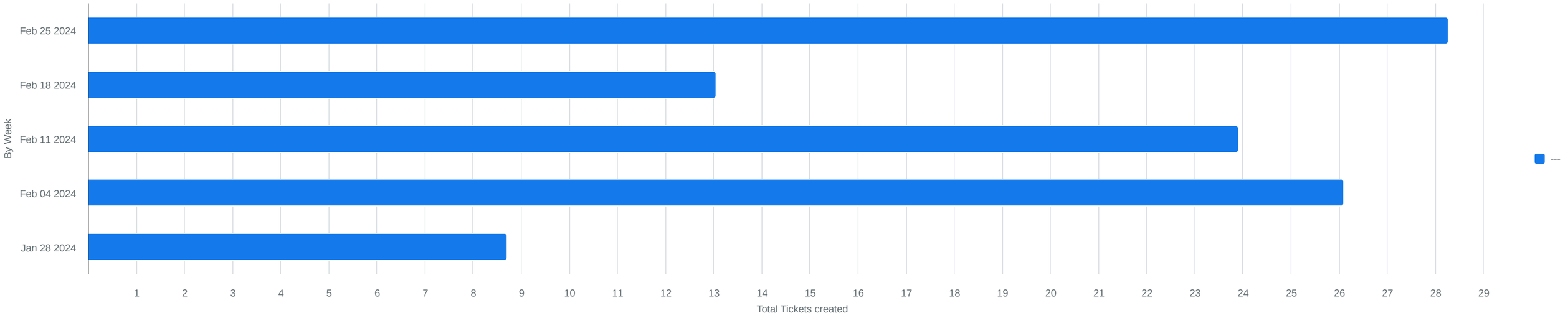
Date Range : Last Month

Group name

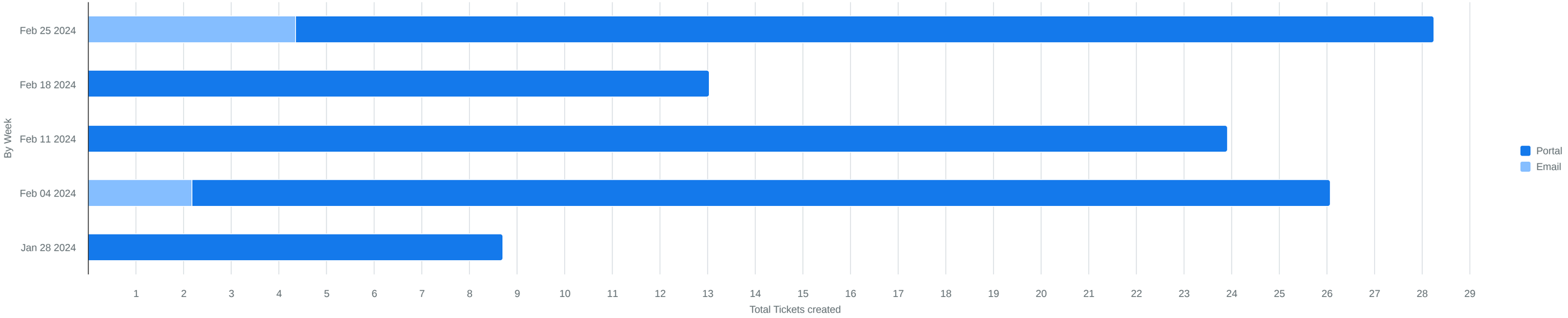
Agent name

Company name

What type of tickets do we receive?



Where do we receive the tickets from?

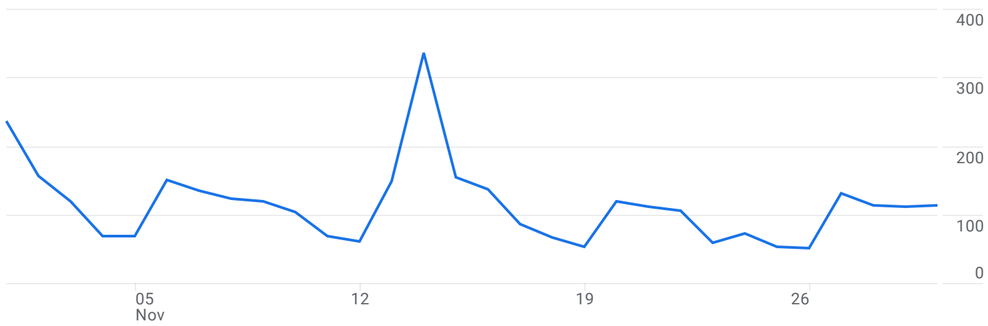


All Users | Add comparison +

Custom Nov 1 - Nov 30, 2023

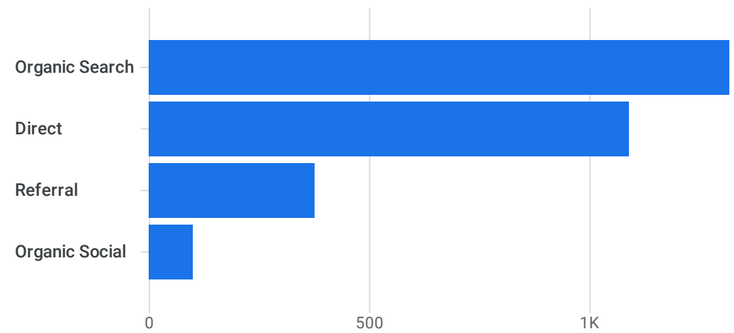
Reports snapshot

Users	New users	Average engagement time	Total revenue
3K	2.9K	1m 37s	$0.00



WHERE DO YOUR NEW USERS COME FROM?

New users by First user primary channel group (Default Channel Group)



View user acquisition →

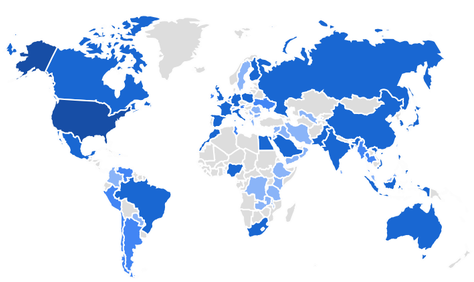
WHAT ARE YOUR TOP CAMPAIGNS?

Sessions by Session primary channel group...

SESSION PRIMARY CHAN...	SESSIONS
Organic Search	2.2K
Direct	1.4K
Referral	231
Organic Social	122
Unassigned	9

View traffic acquisition →

Users by Country

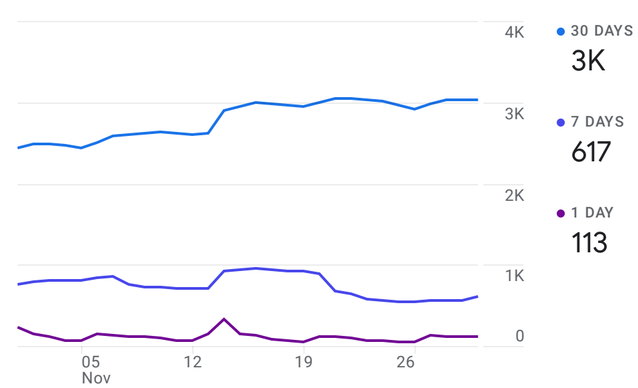


COUNTRY	USERS
United States	2.7K
India	53
France	30
China	23
Philippines	23
Brazil	15
Canada	15

View countries →

HOW ARE ACTIVE USERS TRENDING?

User activity over time



HOW WELL DO YOU RETAIN YOUR USERS?

User activity by cohort
Based on device data only

	Week 0	Week 1	Week 2	Week 3	Week 4	Week 5
All Users	100.0%	2.4%	1.6%	1.0%	1.0%	0.4%
Jan 21 - Jan 27						
Jan 28 - Feb 3						
Feb 4 - Feb 10						
Feb 11 - Feb 17						
Feb 18 - Feb 24						
Feb 25 - Mar 2						

6 weeks ending Mar 2

View retention →

WHICH PAGES AND SCREENS GET THE MOST VIEWS?

Views by Page title and screen class

PAGE TITLE AND SCREEN CLASS	VIEWS
Home ~ - City of Alamosa	2.3K
Public Bids - City of Alamosa	558
Council Meetings - City of Alamosa	517
Employment & Volunteer Opportuniti...	500
City Council Members - City of Alamo...	279
Utilities - City of Alamosa	278
Finance - City of Alamosa	269

View pages and screens →

WHAT ARE YOUR TOP EVENTS?

Event count by Event name

EVENT NAME	EVENT COUNT
page_view	16K
user_engagement	6.9K
session_start	4.2K
first_visit	2.9K
Ivory Search - Default	530
click	470
file_download	188

View events →

WHAT ARE YOUR TOP CONVERSIONS?

Conversions by Event name

EVENT NAME	CONVERSIONS

No data available

View conversions →

WHAT ARE YOUR TOP SELLING PRODUCTS?

Items purchased by Item name

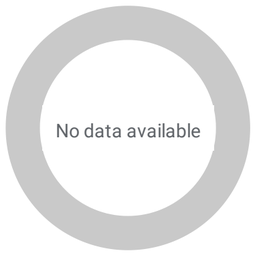
ITEM NAME	ITEMS PURCHA...

No data available

View items →

HOW DOES ACTIVITY ON YOUR PLATFORMS COMPARE?

Conversions by Platform



View tech details →

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City Clerk/Municipal Court
February 2024 Monthly Report

Prepared and distributed 8 birthday cards.

LIQUOR:

- Sent out monthly renewal letters.
- Renewals:
  - BPOE Elks Lodge
  - Wal-Mart
  - Siam Cuisine
  - Knee Knockers Bar & Grill
  - Weekends Tavern

- Special Event Permit:
  - Summerfest on the Rio

RECORDS:

- Continually update Laserfiche with old records.

COURT:

- Court held February 5, 14, 15, 22
- Swearing in of new police apprentice
- Quarterly meeting with Center for Restorative Programs, Court Staff and City Prosecutor.
- Quarterly reporting for Defense Counsel First Appearance grant.
- Monthly meeting with BC Services.

BOARDS:

- Confirmed date for Annual Board Appreciation dinner.

OTHER:

- Attended City Council Retreat.
- Met with Granicus regarding end of life for NovusAgenda.
- Interviewed applicants for Part-Time City Clerk/Court Administrative Assistant.
- Regular attendance to Work Sessions and Council meetings.
- Attended weekly leadership team meetings.
- Attended bi-weekly meetings with Mayor and City Manager.
- Monthly meeting with City Manager.
- Attended monthly meeting with Leadership Coach.
- Monthly department meeting with staff.
- Monthly one on one meetings with staff.

- Attended Leadership Team Retreat.
- Attended IT Director Interview Process meetings.
- Sat on Police Chief Committee and Interviews.
- Diligent Community demo for agenda management software..
- Cloud Drive Solution demo for agenda management software.

OUTSIDE REPRESENTATION:

- Attended CMCA Website committee tutorial meeting.

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Totals For Filed Date From 02/01/2024 To 02/29/2024

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Violations By Filed Date

CITY ORDINANCE	41
PARKING	13
TRAFFIC	99
Total Violations Filed:	153

Violations Completed-Paid Fines By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	9	
PARKING	24	
TRAFFIC	78	
CL		111

DENIED-DENIED FILING, CLOSED

CITY ORDINANCE	1	
PARKING	1	
TRAFFIC	1	
DENIED		3
Total Violations Completed-Paid Fines:		114

Violations Completed-Other By Filed Date

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE	2	
DP		2
Total Violations Completed-Paid Fines:		2

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Totals For Filed Date From 02/01/2024 To 02/29/2024

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Total Violations Completed-Paid Fines:	**114**
Total Violations Completed-Before Judge:	**0**
Total Violations Completed-Before Jury:	**0**
Total Violations Completed-Before Teen Court:	**0**
Total Violations Completed-Other:	**2**
Total Violations Completed:	**116**
Total Violations Filed:	**153**
Net Difference Filed - Completed:	**37**

Warrants Issued

CITY ORDINANCE	**39**		
Total Warrants Issued:	**39**	**Total Violations:**	**39**

Warrants Cleared

CITY ORDINANCE	**34**		
Total Warrants Cleared:	**34**	**Total Violations:**	**34**

Total Warrants Issued:	**39**
Total Warrants Cleared:	**34**
Net Difference:	**5**

Violations Completed-Other Paid By Filed Date

AJ-TRAFFIC DEFERRAL

TRAFFIC	**6**	
AJ		**6**

BH-BOND HEARING

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Totals For Filed Date From 02/01/2024 To 02/29/2024

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Violations Completed-Other Paid By Filed Date

CITY ORDINANCE	10	
BH		10

CD-COMPLETION DATE FOR SCHOOLS

TRAFFIC	2	
CD		2

CL-DOCKET CLOSED

CITY ORDINANCE	1	
PARKING	1	
TRAFFIC	4	
CL		6

CP-PENDING COLLECTIONS

CITY ORDINANCE	3	
CP		3

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE	1	
DP		1

EX-EXTENSION OF TIME TO PAY

TRAFFIC	5	
EX		5

IA-INITIAL APPEARANCE

CITY ORDINANCE	1	
IA		1

LN-DEFAULT

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Totals For Filed Date From 02/01/2024 To 02/29/2024

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Violations Completed-Other Paid By Filed Date

TRAFFIC	10	
LN		10

PD-PENDING

PARKING	12	
TRAFFIC	1	
PD		13

PP-PAYMENT PLAN

CITY ORDINANCE	1	
PARKING	1	
TRAFFIC	6	
PP		8

ST-STATUS HEARING

CITY ORDINANCE	25	
TRAFFIC	3	
ST		28

TR-TRIAL - NON JURY

CITY ORDINANCE	2	
TRAFFIC	2	
TR		4

UL-UNABLE TO LOCATE

PARKING	1	
UL		1

WI-WARRANT ISSUED

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Totals For Filed Date From 02/01/2024 To 02/29/2024

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Violations Completed-Other Paid By Filed Date

CITY ORDINANCE	**7**
WI	**7**
Total Violations Completed-Other Paid:	**105**

Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

3/14/2024 3:28:42 PM

Posted Fee Totals For Transaction Date From 02/01/2024 To 02/29/2024

Fee Code	Fee Description	Paid
		$0.00
CCOST	COURT COSTS	$395.00
DEFER	DEFERRED FEE	$225.00
DFLT	DFLT JUDGMENT	$30.00
FINE	Fine	$14,575.00
LATE	LATE FEE	$80.00
PD SUR	PD SURCHARGE	$2,180.00
REST	RESTITUTION	$225.25
TP	SERVICE CHARGE	$158.00
VA	VICTIMS ASSISTANCE	$65.00
WF	WARRANT FEE	$30.00

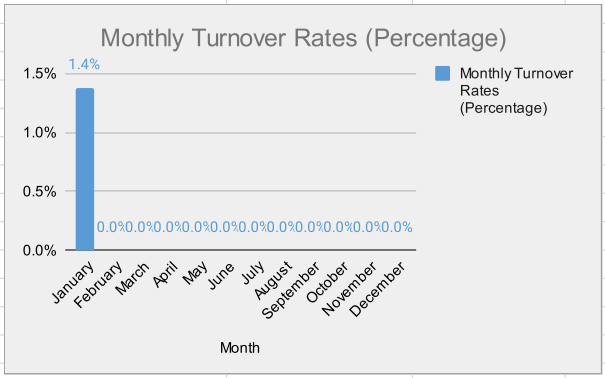
Report Totals: $17,963.25

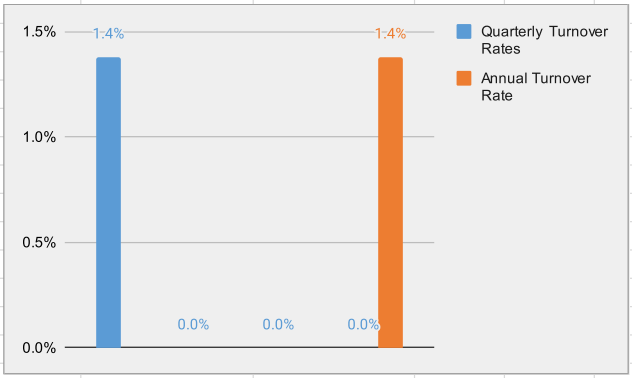
Human Resources Monthly Report 2024

City of AlamosaTurnover Rate

For Full-Time & Part-Time Year Round Positions

Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	*2*	*145*	1.4%		
February	*0*	*151*	0.0%		
March	*0*	*1*	0.0%	**1.4%**	
April	*0*	*1*	0.0%		
May	*0*	*1*	0.0%		
June	*0*	*1*	0.0%	**0.0%**	
July	*0*	*1*	0.0%		
August	*0*	*1*	0.0%		
September	*0*	*1*	0.0%	**0.0%**	
October	*0*	*1*	0.0%		
November	*0*	*1*	0.0%		
December	*0*	*1*	0.0%	**0.0%**	**1.4%**





	January	February
Workers' Compensation Claims:	2	1

New Employees:

Exiting Employees:

Alamosa Police Department

February 2024 Month End Report

Part 1 Crime Category	Dec-23	Jan-24	Feb-24	Feb-23	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	1	0	0	0	1
Sexual Assaults	3	4	2	4	-2	6
Robbery	0	1	0	0	0	1
Aggravated Assault	5	2	3	3	0	5
Total Violent Crimes	8	8	5	7	-2	13
Part 1 Property Crimes						
Burglary	5	4	7	9	-2	11
Larceny	38	27	34	52	-18	61
Vehicle Theft	1	1	1	6	-5	2
Total Property Crimes	44	32	42	67	-25	74
Total Part 1 Crimes	52	40	47	74	-27	87
Miscellaneous Offenses						
Domestic Violence	10	4	8	6	2	12
Simple Assault	4	2	5	4	1	7
Drug Related	14	14	12	9	3	26
Liquor Laws	0	0	1	3	-2	1
Harassment	6	1	9	5	4	10
DUI/DWAI/DUID	4	4	4	7	-3	8
Arson	2	2	0	1	-1	2
Traffic Related						
Traffic Accidents	33	21	28	29	-1	49
Fatal	0	0	0	0	0	0
Injury	3	1	3	0	3	4
Property Damage	30	20	25	29	-4	45
Community Service Ofc						
Dogs picked up	14	13	9	16	-7	22
Animal Bites	0	0	4	0	4	4
Barking Dog Complaints	1	2	2	0	2	4
Wildlife Calls	11	2	4	0	4	6
Weed/Trash Removal	0	0	0	2	-2	0
Snow Removal	3	2	0	6	-6	2
Towed Vehicles	3	1	5	1	4	6
Red Tagged Vehicles	17	15	12	2	10	27
Summons Issued	18	21	20	23	-3	41
Calls for Service	275	291	260	199	61	551

Submitted by: Joey Spangler, Interim Chief of Police

PARKS/CEMETERY

- **Cemetery Activities**

	February	Total 2024	Total 2023
Cemetery lots sold	5	10	22
Graves open and closed	3	7	9
Graves set up for services	3	7	9
Graves raised to grade	0	0	0
Stones leveled	0	0	0
Columbarium niches sold	0	0	0
Disinterment	0	0	0

- **Tree Related Activities**

	February	Total 2024	Total 2023
Trees Pruned/Trimmed	39	87	18
Trees Planted	0	0	0
Dead Trees Removed	0	0	0

Equipment Serviced:
Skid steer and cutter
Completed 240 chainsaw with new parts
Truck 707
Truck 602
John Deere backhoe

Weed spraying:

Routine work:
Cemetery computer work
Funerals and the digging of graves
Playground inspections
Daily trash runs in the parks, cemetery, and ranch areas
River dike checks
Locates for the stone setters

Set up burner for funerals
Enter headstones pictures and obituaries
Inventory of parks and cemetery needs
Daily bathroom s check for break ins
Tree trimming
Clean snow and spread ice melt at City Hall, Rec Center, Senior Center, and cemetery
Clean all city owned sidewalks and basketball courts
Cleaned snow from Golf Course and Restaurant parking lots
Helped clean snow on the 7 blocks of main street with street department
Remove ice sculptures
Store platforms and remove cords
Jack hammer cremation graves
Start all vehicles and air up tires
Get 100# propane tank certified
Put all dog waste station together
Built all Malm trail signs for Sean and stain
Clean around shop and yard
Pick up weeds and branches in parks and cemetery
Built ice chipper for Ice rink
Training on skid steer at Golf Course
Chip all piles of branches at Golf course
Rebuild bench from Carroll park
Graffiti in playgrounds
Remove ruined park rules signs
Remove ruined river dike signage
Load material pulled out of Blanca Vista pond
Remove tree suckers at cemetery

Alamosa Family Recreation Center

(719) 589-2105 | www.alamosarec.com | City of Alamosa Activities on Facebook | City of Alamosa on Instagram

Winter/Spring Hours
Monday - Thursday: 6am - 9pm
Friday: 6am - 6pm
Saturday: 7am - 6pm

Sunday: 12pm - 6pm

Summer/Fall Hours (May 1st - October 31st)
Monday - Thursday: 6am - 8pm
Friday: 6am - 6pm
Saturday: 7am - 4pm
Sunday: CLOSED

Notice of Recreation Center Shower Renovation:

*We would like to inform you that our shower facilities will undergo renovation in the near future to enhance your overall experience at our facility. During this renovation period, public showers will **NOT** be available for use. We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our amenities.*

Once we have confirmed the exact dates for the renovation, we will promptly make this information available to the public. This will allow you to plan your visits accordingly and make alternative arrangements for showering if needed.

We understand the importance of shower facilities for your comfort and hygiene, and we assure you that we are working diligently to complete the renovation as quickly as possible. Our goal is to provide you with upgraded and modernized showers that meet the highest standards of cleanliness and functionality.

Thank you for your patience and cooperation during this renovation period. If you have any questions or concerns, please don't hesitate to reach out to our staff for assistance.

OPEN GYM

Open gym sessions provide valuable opportunities for individuals to engage in recreational activities such as basketball and volleyball. To ensure fairness and accommodate various interests, specific guidelines are established for each court. Basketball activities are designated for the West Court, while volleyball activities are allocated to the East Court.

General Open Gym Usage:

Availability and Scheduling: Open gym sessions are scheduled at specific times, with the West Court dedicated to basketball and the East Court to volleyball. These schedules are typically posted in advance, allowing users to plan their activities accordingly.

Entry and Sign-In: Participants are required to sign in upon arrival, providing necessary information. This helps track attendance and ensures accountability.

Equipment Usage: Users are expected to handle equipment responsibly, including basketballs and volleyballs. Proper care should be taken to prevent damage to the gear and the facility.

Behavioral Expectations: Respectful behavior towards fellow users and facility staff is essential. Users should adhere to posted codes of conduct and maintain cleanliness and safety throughout the facility.

Specific Guidelines for Basketball and Volleyball Courts:

Shared Usage: While the West Court is designated for basketball and the East Court for volleyball, users on both courts can utilize shared spaces when necessary. For instance, basketball users may use the hoops on the East Court when the volleyball net is not in use.

Priority Use: Certain times may prioritize specific activities. However, users on both courts should be mindful of potential overlaps and cooperate accordingly.

Transition Protocol: Once volleyball players arrive and prepare to use the East Court, basketball activities must relocate to the West Court exclusively. This transition should be prompt and orderly, with basketball players vacating the East Court to accommodate volleyball play.

Respect for Court Allocation: Basketball users should refrain from using the East Court once volleyball players are present. This ensures that volleyball activities proceed without disruption and maintains a fair and organized allocation of court space.

Adult Oil Painting

2024's 1st Session

January 11th - February 29th (Studio Session)

9am-12pm; Every Thursday

Please visit www.alamosarec.com, or contact the Recreation Center at (719) 589-2105.

Students bring their own supplies and meet at the Alamosa Family Recreation Center.

Fee: $100 for the entire session. | $15 - Daily Drop-ins

Beginners are welcome.

For material information please contact Coni.

Details & Registration: Contact the Alamosa Family Recreation Center

Other Questions? - Contact Coni Grant through her website at

www.ConiGrant.com

Next Session

March 7th - April 25th

Thursday Mornings | 9am - 12pm

Cost: $100

Registration OPEN NOW!

Adult/Junior Ceramics

Adult ceramics: Feb 5th - March 11th

Cost $80/Full Session | $15 Drop-in

Junior Ceramics: Feb 8th - March 7th

Cost: $50/Full Session | $15 Drop-In

Register online or in person TODAY!

Next Session

March 25th - April 17th

Mon & Wed.

The last two weeks of class will be Monday, Tuesday, & Wednesday.

Cost: $80/Session | $15 Drop-In

Registration opens March 8th!

In-Person Fitness Classes

Taekwondo

Classes are Monday and Wednesday evenings. The youth class is 5:30 - 6:30 PM and the Adult/Family class is 6:30 - 8:00 PM. (Classes are held in the Multi-Purpose Gym)

Lunchtime PowerHour w/ Tammy Lopez & Chris Lock -

Classes are Monday - Saturday from 12pm-1pm.

Evening Cycling

Join us on Tuesday & Thursday evenings @ 5:30 PM for an action-packed aerobic workout.

(Classes are held in the Meeting Room).

Pickleball

All ages and abilities are welcome to join this participant-led program!

Tuesdays and Fridays: 7:00 - 11:00 AM.

Sundays: Noon - 2:00 PM

(Current sessions are at the Alamosa Family Recreation Center Main Gym).

Online Fitness Classes

Start the day off right from the comfort of your home. Classes will continue and are free with an active AFRC membership or pay monthly, $10/person. The online program includes the following classes:

- Bodyweight Training w/ Steve: Tue & Thu @ 6:00 AM
- Tabata/Pilates w/ Catherine: Mon, Wed, & Fri @ 6:30 AM
- Morning Yoga w/ Pam: Mon - Thurs @ 9:00 AM

Online classes require an active regular AFRC Membership or an online AFRC Membership.

** Punch passes and daily passes are not available for online fitness classes.*

- *Payment? Renewal? Passcode emails are NO LONGER sent out. You will receive the new monthly passcode on your purchase receipt after you register for the class.*

Upcoming AFRC Holiday Closures

May 27th: Memorial Day

June 19th: Juneteenth

July 4th: Independence Day

Multi-Use Pavilion

Ice Season ends on March 30th!

For The Monthly Ice Rink Schedule CLICK HERE.

Schedules are subject to change; all future monthly schedules are under revision and will be posted as finalized.

2024 Upcoming Youth Leagues/Programs

SPRING & SUMMER PROGRAMMING Registration Now Open!

Youth Spring Soccer

Registration: March 1st - April 1st

Season: April 8th - May 18th

Cost: $25 | Coaches Meeting: April 3rd @ 6pm

Divisions: U5(4-5); U6(5-6); U8(7-8); U11(9-11); U14(12-14)

Youth Gymnastics

Ages: 3-4 / 5-7 / 8-11 | Cost: $25 | Location: OMS

Reg. for 1st session: March 1st - March 27th

1st Session: April 1st - April 26th

2nd Session: TBD

Rocketry

Registration: March 1st - Until Full

Session 1: April 8th & 9th | Session 2: April 10th & 11th

Launch Date: April 13th | Cost: $20

Youth Baseball/Softball

Registration: March 1st - May 20th

Season: May 28th-Late July

Cost: $25

Coaches Meeting: May 22nd @ 6pm

Divisions: Coed Tee Ball(5-6);

Coed Machine Pitch(7-8); Player Pitch(9-11);

Player Pitch(12-14)

Track & Field(CARA)

Registration: March 1st - June 3rd

Season: June 4th- July 18th

Cost: $25

Meet Dates and Locations: June 15- Pueblo; June 22- Widefield;

June 29- Alamosa; July 13- Canon City

State Meet: July 20- Jefferson County Stadium

*Optional traveling required for other CARA Track &

Field Locations

Youth Sand Volleyball

Registration: March 1st - June 30th

Session: July 1st - July 10th

Cost: $20 (6 sessions)

Mon - Wed starting @ 9am

Carroll Park Sand VB Courts

Youth Tennis - Pending Instructor

Registration: March 1st - Early June

Dates: Session 1: June 3rd -13th;

Session 2: July 8th - July 18th

Cost: $25

Mon - Thu starting @ 8:30am

Carroll Park Tennis Courts

Breakthrough Basketball Camp

Registration: As early as today - Until Full

Camp Dates: July 30th - Aug. 1st) | Cost: $245

Age Group: 3rd Grade - 8th Grade

Register @ www.breakthroughbasketball.com

Challenger Sports Soccer Camp

Register @ www.challengersports.com

Dates: June 3rd - June 7th | Lee Soccer Field

Rockies Skills Challenge

Coed: Ages 6-13

Registrations: March 1st - June 22nd.

Free to Public

www.alamosarec.com

Program filled? Please add your name to the waitlist to help us plan for future program needs!

Adult Leagues/Programs

Adult Volleyball (In-Season)

Team Registration Closed!

Player Fee: $30 **(player fee is not included in team fee; each player must pay a player fee before they are added to their team's roster and can participate.)**

Season: February 20, 2024 - April 27, 2024

Divisions: Women's / Co-ed

Matching jerseys are not required; a shirt with a number is recommended to help the scorekeepers with the serving order (no duplicate numbers).

Adult Softball

Registration: March 1st - May 7th

Season: May 20th - end of July

Early bird: March 1st - 17th (Early Bird Discount)

Regular Reg.: March 18th - May 5th (Reg. Rate)

Last Chance: May 6th - May 12th (Late fee applied)

Cost varies for each league - Please contact the Recreation Center for details. | Captains Meeting: May 13th @ 6pm

Divisions: Coed Comp; Coed Leisure; Women's; Men's

Special Olympics Programs

Track

Registration: February 5 - April 23rd

When: April 23rd-May 23rd; Tuesday and Thursday 4-5 pm

Cost: Free

Where: ASU Rex Stadium

IMPORTANT ATHLETE INFORMATION

Complete athlete application through Special Olympics of Colorado; Special Olympics Physical Required

Athlete Application Resource Page:
http://specialolympicsco.org/getinvolved/becomeanathlete/applicationresources/

Alamosa Parks & Recreation is Hiring!!

Sports Officials | Scorekeepers | Site Supervisors | Sports Instructors

To apply, click on the link: https://cityofalamosa.org/finditfast/careers/

Outdoor Recreation

Generation Wild Programming: AP&R staff are regularly working with the Alamosa School District to provide outdoor recreation and leadership opportunities for students

in Ortega Middle School and Alamosa High School through the High School Outdoor Leadership & Recreation Club and the SLV Boys & Girls Club Fifth Day Programming. Contact Sean Sluyter (ssluyter@ci.alamosa.co.us) for more information. Check out Generation Wild Programs across the San Luis Valley here.

Adopt-A-Park/Trail: Are you interested in adopting a local Park or Trail? Join us on March 14th or 21st at 7 p.m. We will be sharing information about our new Adopt-A-Park and Trail Program. For more information, please get in touch with our Outdoor Recreation Supervisor at ssluyter@ci.alamosa.co.us.

Community Events

March 1st: **First Fridays (A Taste of Alamosa:**ALAMOSA.ORG/FIRST-FRIDAYS

April 5th**: First Fridays (We Love Our National Parks):** ALAMOSA.ORG/FIRST-FRIDAYS

May 3rd**: First Fridays (Colorado Differently)**:ALAMOSA.ORG/FIRST-FRIDAYS

May 31st- June 2nd: **Summerfest on the Rio: Summerfestontherio.org**

June 15th - 16th: **Rollin' Deep Car Show:**

June 20th - 23rd: **Carnival by the Rio:**

June 14-15 & June 20th - 22nd: **Alamosa Round-Up: Alamosaroundup.com**

June 7th: **First Fridays (Summer Sunsets & Stargazing - SLV GO Takeover):**ALAMOSA.ORG/FIRST-FRIDAYS

July 5th**: First Fridays (Alamosa Through Ages)**:ALAMOSA.ORG/FIRST-FRIDAYS

August 2nd: **First Fridays (A Summer Soiree):**ALAMOSA.ORG/FIRST-FRIDAYS

August 8th: **Beat the Heat BBQ**: Slvbeattheheat.com

August 16th: **City Services/ National Night Out**

August 24th: **PrideFest:** slvpride.org

August 30th - Sept. 1st: **Early Iron: Earlyironclub.com**

September 6th**: First Fridays Roaming Rhythms- ALMA Takeover):**ALAMOSA.ORG/FIRST-FRIDAYS

Sept 13th - 14th: **Artfest**:facebook.com

Sept. 28th: **Octobrufest**:Alamosachamber.com/oktobrufest

October 4th: **First Fridays (Halloween Spooktacular):**ALAMOSA.ORG/FIRST-FRIDAYS

Nov. 1st: **First Fridays (1-Scribes and Good Vibes-A Narrow Gauge Book Coop Takeover):**ALAMOSA.ORG/FIRST-FRIDAYS

December 6th: First Fridays (Shine Bright Shop Small):ALAMOSA.ORG/FIRST-FRIDAYS

HAPPY RECREATING!

We welcome your feedback on all of our programs and facilities:

Contact Recreation Division Manager Dalton Carleo at dcarleo@ci.alamosa.co.us.

Alamosa Parks & Recreation - Alamosa Family Recreation Center

2222 Old Sanford Rd. Alamosa, CO 81101 - 719.589.2105

www.AlamosaRec.org - City of Alamosa Activities on Facebook

- Subscribe/Unsubscribe here -

Rec Center Revenue

Year to Date	2024	2023
Courses	$10,155.00	$6,045.00
Facility Rentals	$2,003.75	$1,411.25
Memberships	$12,780.00	$14,650.00
Merchandise	$16,828.54	$8,683.81
Day Passes	$3,633.00	NA
Total	$50,209.47	$30,790.06

Rec Center Door Count

	2024	2023
January	14,990	7,056
February	10,841	9,884
March	0	11,269
April	0	13,995
May	0	8,404
June	0	10,894
July	0	6,308
August	0	6,405
September	0	6,869
October	0	9,082
November	0	9,857
December	0	15,075
Average per Month:	**12,916**	**9,592**

Multi-Use Rink Door Count

	2024	2023
January	10,174	17,024
February		6,986
4,740		4,629
March	0	NA
April	NA	1,517
May	0	1,406
June	0	2,893
July	0	2,459
August	0	1,524
September	0	NA
October	NA	6,685
November	0	8,134
December	0	
		5,326
Average per Month:	**7,457**	

Cattails Golf Course February 2024 Report

Opening Day

We had a great opening day on Friday, March 1st. We had 128 rounds played on a 9 hole course since the back 9 is still closed. The course wintered well. The course was in great shape for this time of year.

Maintenance

- Our crew is starting to clean up debris from the winter. There is a large amount of sticks and branches that need to be cleaned up to make the course playable.
- All the golf carts and mowers have been serviced and are now ready for the season.
- The new computer for the irrigation system will be installed in the middle of March. Staff will receive training on how the new system works.
- The new maintenance technician started work on March 5th. He will be a big help with having another full time skilled worker.

We are off to a great start. Below are revenue and expenses through March 3rd.

Year To Date as of 3/3/2024 Revenue

	Fiscal	Budget
Golf Passes	$4,000	$25,000
Golf Tournament Revenue	$0	$40,000
Golf Memberships	$66,387.50	$200,000
Golf Green Fees	$2,177	$90,000
Golf Cart Fees	$613.69	$60,000
Golf Merchandise Sales	$8,616.35	$120,000
Golf Range Fees	$88.54	$12,000
Golf Facility Rental	$433.84	$3,000
Golf Liquor/Beverage Sales	$0	$500
Golf Cart Shed Rental	$21,900	$49,000
Golf Handicap Fees	$0	$1000
Golf Miscellaneous	$-1,857.49	$2,000
Total	**$102,359.43**	**$602,500**

Year to Date as of 3/3/2024 Expenses

	Fiscal	Budget
Full Time Salaries Clubhouse	$13,537.75	$74,711
Part Time Salaries Clubhouse	$359.48	$80,562
Full Time Salaries Grounds	$24,958.07	$170,529
Part Time Salaries Grounds	$0	$32,979
Full Time Overtime	$0	$3,420
PERA/ICMA	$5,473.79	$53,461
Medicare	$537.02	$5,252
Workmans Comp	$0	$3,500
Medical/Dental	$4,819.68	$39,272
Life Insurance	$0	$841
Unemployment Insurance	$74.15	$1,087
General Office Supplies	$25.02	$250
Outside Printing	$0	$500
Gas & Oil	$0	$13,000
Building Main. Supplies	$0	$2,000
Misc. Supplies	$217.72	$1,000
Golf Course Maintenance	$1,742.50	$14,000
Training & Travel	$310.44	$2,500
Membership, Dues, Handicap	$0	$11,000
Licenses and Fees	$275	$1,500
Advertising	$0	$3,000
Telephone	$80.08	$3,200
Electrical/Gas Service	$5,830.62	$40,000
Propane	$0	$3,500
Equipment/Machinery Lease	$0	$10,800
BLDG Maint/Security	$180	$5,000
POS System/Credit Card Fees	$584.95	$0
Sand/Seed/Fertilizer	$0	$22,000
Uniform Allowance	$126.90	$1,000
Equipment Repair/Maintenance	$4,795.27	$12,000
Debt Service Golf Course	$24,705.76	$0
Merchandise Pro Shop	$25,242.59	$100,000
Tournament Expenses	$0	$25,000
Transfer Out	$0	$5,479.76
Total	**$113,876.79**	**$742,343.76**

Library Manager Report – February 2024

Our scheduled artist for Tween Night had car trouble, but the tweens enjoyed our Cubelets.

Highlights

- Youth Librarian Holly van Hoy was named Woman of the Year by the Women's Citizenship Club.
- Interlibrary loan requests have increased dramatically, and in February we experienced an **all-time high of ILL's processed** - **2,485 items** coming in and going out! This is a big part of why our circulation is growing. A huge thank you to Cathy Zverev, who coordinates all this, plus Denise Gomez, Judith Boyd, Rose Strand and Melissa Martinson who have really stepped up to help.
- Volunteer hours hit a 6-month high with **117 hours** recorded! Our Teen Advisory Board was a huge part of this, as they planned and delivered a very successful event - Valentine's in the Valley.

By the Numbers

Compared to February 2023:

- Website views have **increased 8%**.
- For the first time in a while, computer use is higher than this month last year. Computer sessions **increased 9%**.
- Total circulation has **increased 9%.**
- Visits have **increased 20%**.
- Reference and computer questions have **increased 22%.**

- Libby checkouts have **increased 31%**.
- Use of Mango Languages has **increased 36%**.
- For the first time this year, Cloud Library circulation is lower than 2023 - **13% lower.**

Partnerships and Outreach

Tierra Nueva

Staff visited Tierra Nueva three times with Candy Sushi, Pipecleaner Pals and Slime.

Attendance = 41
Books = 23

"Best day ever!" -Maria, at our Oobleck and Slime program

"This is radical." -An attendee at our Oobleck and Slime program, presumably not ironically.

Left: A Tierra Nueva attendee makes a Pipecleaner Pal.

Programs

Valentines in the Valley

The Teen Advisory Board developed and delivered this family event, which involved cookie decorating, card making, face painting and more. **40 people attended.**

VITA Tax Help

The Library hosted tax volunteers from VITA for two days in February. These volunteers helped **12 people** file their taxes for free, including one Spanish-speaking patron whose visit was facilitated by Maria Kramer.

Grown Up Spa Night

After our successful tween spa night, Dancing Badger returned to lead a workshop for adults. **4 people** attended.

Adult Book Club

This month saw the highest attendance at Book Club so far! The club read "Looking for Alaska".

Attendance = 12

Tween Nights

While staff had to pivot due an unexpected cancellation by our workshop leader, tweens still had fun playing with our Cubelets. We also had the highest D&D attendance so far!

Cubelets = 15
D&D = 18

Regular Youth Programs

Attendance = 252

Services

1-on-1 Tech Help Service

This month, staff fielded **4 technology help appointments.**

One man, whom we helped access Microsoft Teams for a virtual interview, came back to inform staff that he had got the job! He told us that our help "meant so much to him" because he wouldn't have been able to complete the interview without our assistance.

Database Sessions

Mango Languages – 98
Little Pim - 2
Learning Express Library
Hits - 27
Sessions - 1
Registrations - 0

Library Stats - By The Numbers

Website Counter									
	Feb. 2023	**Feb.**	Jan.	Dec.	Nov.	Oct.	Sept.	Aug.	July
Page views	2,144	2,309	**2,400**	1,660	2,220	2,255	2,339	2,374	2,358
Sessions	1,110	1,126	1,166	930	1,077	**1,186**	1,136	1,170	1,097
1st Time Visitors	745	633	651	497	611	**697**	628	679	633
Returning Visitors	69	**76**	72	64	74	70	75	62	72

Monthly Statistics Summary - 2023

	Feb. 2023	**Feb.**	Jan.	Dec.	Nov.	Oct.	Sept.	Aug.
Adult Circs		6,320	**6,623**	5,846	5,518	6,026	5,530	6,305
Child Circs		2,569	**3,894**	2,641	2,654	2,865	2,728	3,142
Cloud Library	265	232	256	232	235	256	250	**260**
Overdrive	518	679	**763**	652	617	691	602	639
Kanopy	2	XX	XX	XX	XX	XX	0	1
Total Circs	8,162	8,889	**10,517**	8,487	8,172	8,891	8,258	9,447
Circs per hour	44.6	45.4	**51.3**	43.3	41.7	41.5	41.3	42.4
Mango	72	98 (2LP)	89 (7 LP)	12	43 (1 LP)	77 (11 LP)	**104 (14 LP)**	96 (13 LP)
Computer Use	2,024	2,191	2,121	1,847	1,770	2,285	2,491	**2,568**
Wifi Use	234	262	242	247	224	317	**371**	359
Computer Help	373	501	**536**	481	372	470	492	463
Reference Questions	739	850	**890**	749	679	839	867	867
Questions per hour (ref+comp)	6.1	6.9	**7.0**	6.3	5.4	6.1	6.6	6.0
Door Count	4,063	4,851	5,117	3,991	3,830	4,657	4,662	**5,726**

Program Attendance	394	576	593	332	231	**624**	582	539
Books at LFLs	245	279	350	259	183	230	368	**404**
Volunteer Hours	27.5	**117**	76.5	25.5	33	36	32	20
COVID Tests	48	XX	XX	XX	XX	XX	XX	XX
Masks	28	19	25	11	**36**	XX	XX	2

Note: All specific circ numbers by category have been recorded inaccurately, due to a pervasive error in circ stat calculation, and thus have been removed from this report. The total numbers have been corrected.

Top Circulating Books - Feb 2024

3 Checkouts

The Edge - David Baldacci
Sister of Starlit Seas - Terry Brooks
The Secret - Lee Child
Deadhouse Gates - Steven Erikson
The Wager - David Grann
Lone Wolf - Gregg Hurwitz
The Girl in the Vault - Michael Ledwidge
Elvis and the Colonel - Greg McDonald
1001 great ideas for teaching & raising children with autism or asperger's - Ellen Notbohm
Holmes, Marple and Poe - James Patterson
Familia - Lauren Rico
The Sioux Chef's Indigenous Kitchen - Sean Sherman
Upside Down - Danielle Steel

"I found the perfect book!" Young patron looking for graphic novels.

"This is a beautiful library. Very organized." -Patron compliment. A big thank you to everyone who shelves, shifts, and organizes our materials, plus Amparo, for keeping the Library neat!

Miss Holly was recognized for her great work in the community.

Youth Services Report February 2024

SLV childcare providers play as hard as they work, using only their non-dominant hands to work together to create a paperchain at a special event to celebrate their contributions to the community, hosted by the Early Childhood Council of the SLV, the FREE program and Alamosa Public Library.

Storytime-To-Go Giveaway!

In 2023, APL was awarded a yearlong Growing Readers Together grant funded by the Colorado State Library. The grant supports libraries in Colorado as they strive

to serve informal caregivers in their communities. One of the ways that APL allocated the funds was to create 24 Storytime-To-Go Kits to be distributed to those providing childcare for young children. Each kit, valued at over $125 each, centered around one of six themes and included a variety of books, at least one Vox "talking" book, a quality educational toy or item to interact with and an additional activities guide. The opportunity to partner with Juanita Maestas at the Early Childhood Council (ECC) and the FREE program, who also s upport these caregivers with their funding, came in February of 2024. The Library and ECC planned an evening of icebreaker activities, dinner and Storytime -To-Go Kit giveaways for 24 lucky caregivers! Storytime -To-Go Kits are also available for checkout at the Library.

The "Counting" Storytime -To-Go Kit contains bilingual board books that encourage not only counting, but early literacy practices like singing and playing, too! The Pete the Cat Vox book reads the story aloud from a rechargeable embeddedaudio player. The Melissa & Doug numbered vehicles set invites open-ended play with opportunities for numeral recognition, color matching, sorting and stacking. Other kit themes at the giveaway were "Colors," "Farm," "Construction," "Music and Movement," and "Trains."

Valentines in the Valley

The Teen Advisory Board continues to show their commitment to spreading library joy! Some are able to volunteer during the weekdays to help change out book displays while others come for Storytime on Friday mornin gs to help out and interact with the little ones. Lyra F. even cleaned Ms. Holly's little fish tank in February! That's dedication to the library.

The group's idea to host a February event at the Library came to fruition as "Valentines in the Valley" on Saturday, February 10th. Members helped plan, decorate and prep materials in advance of the event, and over 40 people came to decorate cookies, create valentine cards, tie friendship bracelets and socialize. Face painting was a big hit! Major thanks are in order to these young people from across the SLV for contributing their time (a combined total of **90 youth volunteer hours in February** !) and talents to make their Library better and better!

(L) Edith and Kai practice face painting on each other to encourage participation. (M) AmeriCorps member Beck talks about cookie decoration with attendees. (R) A'maree helps patrons make tissue paper flowers.

These are some of the crew that made it happen!

February Programming by the Numbers

February Storytime Attendance

Date	Theme	# of Adults	# of Kids	Total Attendees
2/6	Dad Bakes	7	11	18
Fri 2/9	Dad Bakes	9	13	22
Tue 2/13	Don't Hug Doug!	8	11	19
2/16	Don't Hug Doug!	12	18	30
2/20	Alligators & Crocodiles	9	11	20
Fri 2/23	Alligators & Crocodiles	19	25	44
2/27	Widemouth Bullfrog	10	15	25
	2024 Monthly Total	74	104	178
	2023 Monthly Total	60	70	130

February Kids Club Attendance

Date	Theme	# of Adults	# of Kids	Total Attendees
2/2	Owl pellets	4	9	13
Fri 2/9	Cubelets	3	12	15
2/16/24	DFL w/ Ms. Molly - careers in animal welfare	2	11	13
Fri 2/23	Pictionary/Charades	0	11	11
	February 2024 Monthly Totals	9	43	52

	February 2023 Monthly Totals	13	23	36

February Chess Club Attendance

Date	Theme	# of Adults	# of Kids	Total Attendees
2/1	Root beer float kick off party!	3	9	0
2/15	Game day with Ms. Holly	1	3	4
	Monthly Total	4	12	16

February Lucy's Listening Attendance

Date	# of Adults	# of Kids	Total Attendees
2/9	2	4	6

February Teen & Tween STEAM Attendance

Date	Theme	# of Adults	# of Kids	Total Attendees
Date	Theme	# of Adults	# of Kids	Total Attendees
2/8	Teen Advisory Board (Valentines set-up)	1	9	10
2/16	D&D		18	18
2/23	Surprise Cubelets		15	15
	Monthly Total	1	42	43

February Outreach Event Attendance

Date	Theme	# of Adults	# of Kids	Total Attendees
2/5	Sanford Head Start	8	35	43
2/14	Alamosa Head Start	8	31	39

2/15	Tierra Nueva (Pipe cleaners)		14	14
2/20	Moffat School Visit at APL	6	19	25
2/22	Tierra Nueva (Candy Sushi)		12	12
2/26	Sanford Head Start	8	35	43
2/27	Growing Readers Together FFN Storytime-To-Go Kit giveaway with ECC	28	6	0
2/28	Alamosa Head Start	8	31	39
2/29	Moffat School Jam-Jam Jam (Pajama Storytime Outreach @ Moffat)	8	15	23
2/29	Tierra Nueva (Slime)		15	15
	Monthly Total	8	133	253

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:
Ratification of Planning Commission Approval: Conversion of a Non-Conforming Light Industrial Telecommunications Use to a Conforming Use at 1405 Hunt Avenue

Recommended Action:
Staff recommends ratifying Planning Commission's unanimous approval with conditions to allow the use to operate as a conforming use with a xeric Class A bufferyard around the property.

Background:
The subject property is located at 1405 Hunt Avenue, otherwise known as Lots 15-16, Block K, Boyd School Subdivision, Assessor's Parcel Number 541310428009. The lot is ±9,600 square feet in area and is located in the Established Neighborhood (EN) zone. *See the attached location map.* The lot is currently improved with a ±408 square-foot building constructed in 1979 which houses communication equipment. A backup generator and some outdoor storage is also on-site. The use is classified as *Light Industry*. This property has two historic zoning/planning approvals: a zoning variance in 1955 for the installation of a television receiving antenna tower and accompanying building to house electronic and related equipment (55-01 ZBOA); a similar request for the installation of a disc antenna in 1978 (78-08).

The right to continue an existing non-conforming use and maintain it in reasonable repair is permitted, but it cannot be altered or extended under **Sec. 21-7-201** of Alamosa's Unified Development Code (UDC). The applicant wishes to replace the dilapidating structure with a ±324 square-foot concrete structure, thus requiring a conversion from a non-conforming use to a conforming use request pursuant to **Sec. 21-7-204**. An example of the proposed structure is shown in the applicant's request narrative. *See the applicant's site plan, full request narrative, and other documents, attached.* Pictures of the site are attached.

The completed and sufficient Land Use Application was delivered to the Development Services Department on 1/31/2024. Posting requirements have been met pursuant to **Table 21-8-511**.

Under the standards of **Sec. 21-7-204**, any non-conforming use may be converted into a conforming use by meeting the approval criteria for a Conditional Use Permit (CUP) - specifically plan implementation, compatibility, and community need. Further requirements state that the non-conforming use should have minimal nonconformities and have been integrated into the function of its surrounding neighborhood or zone. Additional standards for conversion are found in **Sec. 21-7-204(c) Conversion by Conditional Use Approval**. The findings of applicability and satisfaction of these standards are found in the attached staff report to Planning Commission.

Issue Before the Council:
Does Council wish to ratify Planning Commission's approval by consent?

Alternatives:
(Recommended action) Staff recommends the ratification of Planning Commission's approval with conditions by consent.

Council may remove the item from consent agenda by a majority vote, and ask questions of the Code Administrator, then decide to ratify the decision or place the matter on the next available council agenda for public hearing.

Fiscal Impact:
There is no fiscal impact involved with this decision.

Legal Opinion:
The City Attorney will be present for any legal questions that may arise.

Conclusion:
The use has been established since at least 1978, and functioned in a similar use since 1955. Ratification of this approval allows the dilapidated structure to be replaced and the site to be upgraded while requiring some aesthetic improvements.

ATTACHMENTS:

Description	Type
Staff Report to Planning Commission	Backup Material
Proposed site plan	Backup Material
Project Narrative	Backup Material
1955 ZBOA case file	Backup Material
1978 Land Use Approval	Backup Material
Area Map	Backup Material
Property photos	Backup Material
Comp Plan Extracts	Backup Material

Memo

To: Planning Commission Members
From: Deacon Aspinwall, Planning and Development Specialist
Subject: Request to Convert a Non-Conforming Light Industrial Telecommunications Use to a Conforming Use
Date: 7 March 2024

BACKGROUND

The subject property is located at 1405 Hunt Avenue, otherwise known as Lots 15-16, Block K, Boyd School Sub, Assessor's Parcel Number 541310428009. The lot is ±9,600 square feet in area and is located in the Established Neighborhood (EN) zone. *See the attached location map.* The lot is currently improved with a ±408 square-foot building constructed in 1979 which houses communication equipment. A backup generator and some outdoor storage is also on-site. The use is classified as *Light Industry*. This property has two historic zoning/planning approvals: a zoning variance in 1955 for the installation of a television receiving antenna tower and accompanying building to house electronic and related equipment (55-01 ZBOA); a similar request for the installation of a disc antenna in 1978 (78-08).

The right to continue an existing non-conforming use and maintain it in reasonable repair is permitted, but it cannot be altered or extended under **Sec. 21-7-201** of Alamosa's Unified Development Code (UDC). The applicant wishes to replace the dilapidating structure with a ±324 square-foot concrete structure, thus requiring a conversion from a non-conforming use to a conforming use request pursuant to **Sec. 21-7-204**. An example of the proposed structure is shown in the applicant's request narrative. *See the applicant's site plan, full request narrative, and other documents, attached.* Pictures of the site are attached.

The completed and sufficient Land Use Application was delivered to the Development Services Department on 1/31/2023. Posting requirements have been met pursuant to **Table 21-8-511**. Note that unlike variances, this process only requires the property to be posted.

ANALYSIS AND IMPACT

Under the standards of **Sec. 21-7-204**, any non-conforming use may be converted into a conforming use by meeting the approval criteria for a Conditional Use Permit (CUP) - specifically plan implementation, compatibility, and community need. Further requirements state that the non-conforming use should have minimal nonconformities and has been integrated into the function of its surrounding neighborhood or zone. In relation to these criteria, staff makes the following findings. Italicized texts are the quoted standards.

Sec. 21-2-302. - General Standards for All Conditional Uses

(b) *Plan Implementation.* Retaining this site is in direct accordance with GOAL ED.2 RETAIN EXISTING BUSINESSES ACROSS ALL SECTORS AND HELP THEM ADAPT AND EXPAND- Strategy K: "Continue to work in partnership with telecommunications companies and organizations to improve internet and cellular phone infrastructure." (Page 31).

(c) *Compatibility.* These three criteria are the most difficult to achieve through this process of non-conforming conversion.

(1) *Will be compatible with surrounding land uses.* The surrounding land uses are residential uses and vacant property. The compatibility is evidenced by the fact that this use has been in place for over 50 years, and the scale of the existing and/or proposed structures are of a scale appropriate for a neighborhood.

(2) *Is proposed for a location that is appropriate in terms of mitigating the impacts or risks of the use to the natural environment, or the environmental impacts or risks are mitigated through the design or the operation of the use.* There are no known risks to the environment at this site.

(3) *Will not materially detract from the character of the immediate area or negatively affect the anticipated development or redevelopment trajectory (for example, by creating a critical mass of similar conditional uses that is likely to discourage permitted uses by making the vicinity less desirable for them).* Given that this site has been used for communication since 1955, and has been mostly been in its current state since 1979. There are no opportunities for similar approvals or development in either the developed or vacant properties. The detraction or potential detraction of the character of the surrounding area can be mitigated through this process by the use of bufferyards.

(d) *Community Need.* Telecommunication infrastructure is critical to the functioning of our modern society.

Sec. 21-7-204(c) Conversion by Conditional Use Approval; Standards

(2) The use has minimal nonconformities and has been integrated into the function of its surrounding neighborhood or zone, as evidenced by the following:

a. *Nearby city residents regularly patronize the use or are employed by the use (for nonresidential uses in or abutting residential neighborhoods).* Not applicable. This is an un-manned site.

b. Management practices eliminate nuisances such as:

i. Spillover of noise or light. Staff is unaware of any spillover light or noise. If such conditions are found to exist with respect to lighting, Planning Commission may choose to impose conditions to mitigate these nuisances.

ii. Odors and appearance of waste materials and litter. Staff is unaware of any odors. There is some clutter of material related to telecommunications. This should be mitigated by requiring screening and buffering.

iii. Unreasonably congested on-street parking. Not applicable. This is an un-manned site.

iv. Comparable conflicts with abutting and nearby properties. The property has operated as an industrial-communication use since 1955, and developed in its current state since 1978. Most of the adjacent residences were built more or less contemporaneous with the initial 1955. Barring any public testimony to the contrary, it stands to reason that any conflicts would be comparable throughout the history of the use.

c. There is no material history of complaints about the use (a history of complaints is justification for denying the conditional use permit, unless the conditions of the permit will eliminate the sources of the complaints). The code enforcement system, which tracks violations back to 2019, shows no evidence of code enforcement actions.

d. *If the use is nonresidential, it is licensed in accordance with the applicable ordinances of the city.* The site operates under the general franchise agreement between Charter Communications and the City of Alamosa.

e. *The use has been maintained in good condition and its classification as a nonconforming use would be a disincentive for such maintenance.* There is some site clutter, but it is overall in fair condition. The approval of the conversion to a conforming use would allow for the replacement of the existing ageing structure and enable Planning Commission to impose reasonable conditions to mitigate any potential adverse impacts.

RECOMMENDATION

The conversion of non-conforming to conforming use is one of the highest bars to overcome in the UDC. Unless public comment presents evidence contrary to staff's findings, staff recommends that Planning Commission **approve with conditions** the request for the conversion of the non-conforming to conforming use with the condition that the applicant be required to install a Class A buffer strip on the east side and those portions of the north side of the property not in conflict with the existing structures or underground utilities, as well as an at least 6-foot tall fence that incorporates privacy slats along the entire perimeter of the site**.** A visual example of the buffer strip is shown below. However, there is no water service at the site, thus all plantings must be xeric, and trees and shrubs may be difficult to establish. Since communication infrastructure is deemed critical, the Federal Communications Commission (FCC) will likely require the barbed wire to remain. If public testimony establishes other nuisances that can be reasonably resolved in this process, those also may be imposed at this time. Note, while Planning Commission issues the decision on this request, this decision is then ratified by City Council.

Sample findings and motion. Motions are provided for suggestion and as a template only, and are not required to be followed:

> *I find that the request to convert the existing light industrial telecommunications use at 1405 Hunt Avenue is substantially compliant with the standards outlined in **Sec. 21-7-204(c)**. Therefore, I move to **conditionally approve** the request with the requirement that the applicant installs a Class A buffer strip on the east side and those portions of the north side of the property not in conflict with the existing structures or underground utilities, as well as an at least 6-foot tall fence that incorporates privacy slats along the entire perimeter of the site.*

ALTERNATIVES

The following is a non-exclusive list of actions that Planning Commission may take.

(Recommended action) Planning Commission may choose to **approve with conditions** the non-conforming conversion request**.** Staff suggests the applicant be required to install a Class A bufferyard on the east and north property boundaries (where feasible), as well as vision screening elements incorporated into a 6' tall fence.

Planning Condition may **approve** the request **with conditions** different than those suggested by staff to mitigate any potential adverse impacts. Such reasonable conditions may involve lighting or landscaping, for example.

Planning Condition may **approve** the request without any conditions, if it finds there are no adverse impacts needing to be mitigated.

Planning Commission may **deny** the request if it finds the request does not meet the standards for which a non-conforming use can be converted to a conforming use. If Planning Commission decides to deny the request, it must provide findings of fact outlining how the request does not meet those standards. The result of denial will allow the use to continue in reasonable repair, but it could not be altered or extended.

These decisions are all subject to ratification by City Council on March 20th.

RELEVANT CODE PROVISIONS:

Article VII. - Nonconformities

Sec. 21-7-101. - Purpose

(a) **Generally.** The application of new regulations to existing development may create circumstances in which existing lot dimensions, density, intensity, land uses, buildings, structures, landscaping and buffering, lighting, parking areas, or signs do not strictly conform to the requirements of the new regulations. For existing lots or development (including uses, buildings, structures, and signs) that are "legally nonconforming," this Article sets out equitable rules for whether, when, and how the regulations of this UDC apply.

(b) **Conversion of Nonconformities.** Generally, nonconforming uses, buildings, structures, and signs are not allowed to be enlarged, expanded, increased, nor be used as grounds for adding other structures or uses that are now prohibited in the same zone. This Article provides standards by which minor nonconforming uses can be made "conforming" through a public hearing process.

(c) **Reduction of Nonconformities.** It is the policy of the City to encourage reinvestments in property that increase its value and utility and reduce its external impacts. Since bringing a developed parcel into full compliance with this UDC may involve substantial costs that may discourage reinvestment, Division 7-4, *Other Physical Nonconformities*, provides a set of thresholds for determining when new construction or modifications to development trigger a requirement for increasing conformity with the various requirements of this UDC.

Sec. 21-7-204. - Conversion of a Nonconforming Use to a Conforming Use

(a) **Generally.** In many instances, nonconforming uses may be integral parts of the City's fabric, that is, its character and function, so their continuing existence promotes the City's policy of retaining existing businesses or protecting its character and neighborhoods. In these instances, the classification "nonconforming use" and resulting restriction on investment may not be what the community desires. As such, a nonconforming use may be made "conforming" pursuant to this Section in order to remove the potential stigma associated with the "nonconforming" designation.

(b) **Limitation.** Unlawful uses may not be made conforming under this Section.

(c) **Conversion by Conditional Use Approval; Standards.** A conditional use approval may be granted to make a nonconforming use "conforming," if:

(1) The criteria for approval of a conditional use set forth in Section 21-2-302, *General Standards for All Conditional Uses*, are met; and

(2) The use has minimal nonconformities and has been integrated into the function of its surrounding neighborhood or zone, as evidenced by the following:

a. Nearby City residents regularly patronize the use or are employed by the use (for nonresidential uses in or abutting residential neighborhoods).

b. Management practices eliminate nuisances such as:

i. Spillover of noise or light;

ii. Odors and appearance of waste materials and litter;

iii. Unreasonably congested on-street parking; or

iv. Comparable conflicts with abutting and nearby properties.

c. There is no material history of complaints about the use (a history of complaints is justification for denying the conditional use permit, unless the conditions of the permit will eliminate the sources of the complaints).

d. If the use is nonresidential, it is licensed in accordance with the applicable ordinances of the City.

e. The use has been maintained in good condition and its classification as a nonconforming use would be a disincentive for such maintenance.

(d) **Conditions.** Conditions may be imposed relative to bufferyards, landscaping, or other site design provisions, or other limitations (including limitations on future expansion or operational characteristics) necessary to ensure that, as a conforming use, the use will not become a nuisance. Such conditions may relate to the lot, buildings, structures, lighting, landscaping, parking, drainage, or operations of the use.

(e) **Effect of Approval.** Uses that comply with the terms of a conditional use approval that is issued in accordance with this Section are converted from "legally nonconforming uses" to "conforming uses" by virtue of the issuance of the conditional use permit, and subject to its terms. Conditional use approvals shall be provided to the Applicant in writing and may be recorded by the Applicant at the Applicant's expense.

(f) **Effect of Denial.** If an application for conversion of a nonconforming use is denied, the use may thereafter continue as a nonconforming use.

Sec. 21-2-302. - General Standards for All Conditional Uses

(a) **Generally.** All conditional uses shall meet the standards of this Section related to plan implementation, compatibility, and community need.

(b) **Plan Implementation.** The proposed conditional use in its proposed location will not conflict with the implementation of current adopted plans of the City, including, but not limited to, the Comprehensive Plan;

(c) **Compatibility.** The conditional use:

(1) Will be compatible with surrounding land uses;

(2) Is proposed for a location that is appropriate in terms of mitigating the impacts or risks of the use to the natural environment, or the environmental impacts or risks are mitigated through the design or the operation of the use; and

(3) Will not materially detract from the character of the immediate area or negatively affect the anticipated development or redevelopment trajectory (for example, by creating a critical mass of similar conditional uses that is likely to discourage permitted uses by making the vicinity less desirable for them).

(d) **Community Need.** The conditional use, in the proposed location, will:

(1) Address a material need for the use in the community; or

(2) Create jobs that are likely to pay more than the median wages for the region, or support a critical mass of related and mutually supportive land uses that promote economic development and opportunity.

Sec. 21-5-306. - Bufferyard Landscaping

(a) **Generally.** Bufferyard landscaping is required as set out in this Section, and as set out in this UDC for specific uses or situations.

(b) **Applicability.** The standards of this Section apply to all required bufferyards.

(c) **Bufferyard Classifications.** For the purposes of this UDC, there are five classifications of bufferyards, as set out in Table 21-5-306C, *Bufferyard Classifications*.

TABLE 21-5-306C
BUFFERYARD CLASSIFICATIONS

Bufferyard Classification	Width	Required Plantings per 100 Linear Feet				Berm, Opaque Fence, or Wall[1]
		Canopy Trees	Understory Trees	Evergreen Trees	Shrubs	
Class A	5 ft.	1	1	1	10	Not required
Class B	10 ft.	2	1	1	20	Not required
Class C	25 ft.	2	2	4	30	6 ft. high
Class D	30 ft.	3	3	4	30	8 ft. high
Parking Bufferyard	5 ft.	0	0	0	40	3 ft. high allowed as alternative to shrubs[2]

TABLE NOTE:

[1] If a fence or wall is used, all understory trees and shrubs, and not less than 50 percent of the canopy trees and evergreen trees shall be planted on the outside of the wall. If a berm is used, all shrubs shall be planted on the outside (or outside slope) of the berm.

[2] For nonresidential uses that are located within or adjacent to a residential zone, an opaque fence or wall that is not less than five nor more than six feet in height is required on all boundaries of the subject property that are shared with properties that are in a residential zone.

(d) **Parking Bufferyards.** Surface parking lots for multifamily and nonresidential land uses shall be buffered from adjoining streets and adjoining residential property. Unless another type of bufferyard is required along the same boundary of the subject property, the minimum bufferyard for this purpose shall be a Parking Bufferyard.

1405 Hunt Ave Alamosa

ALAMOSA CO HEAD END BUILDING

1405 Hunt Ave, Alamosa CO 81101

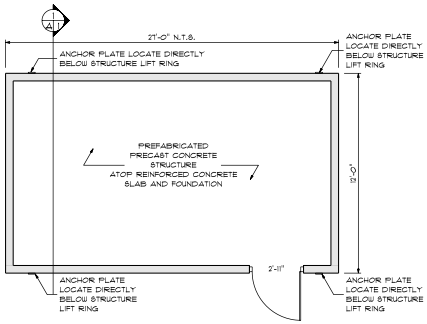
CONTACT INFORMATION

OWNER: Spectrum Pacific West, LLC
12405 POWERSCOURT DRIVE
ST. LOUIS, MO 63131

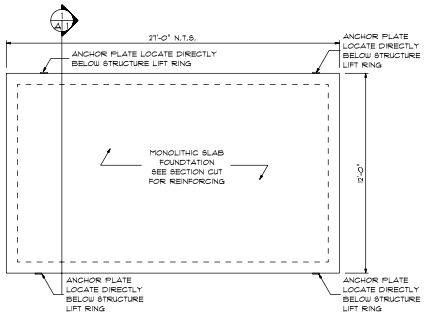
CONSTRUCTION MANAGER: LAKESHORE CONSTRUCTION
3591 LAKESHORE ROAD
MANISTEE, MI 49660
DAVE REYNOLDS, PROJECT MANAGER
dave@lakeshoreinc.com
507- 254-7479

BUILDING CODE DATA

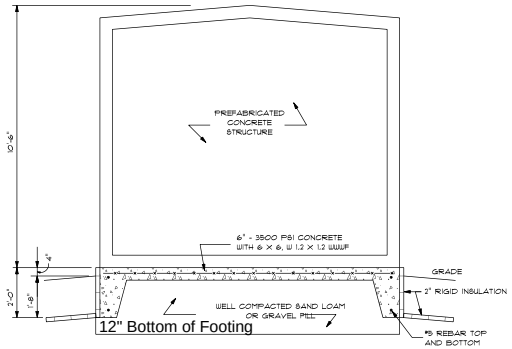
PROJECT DESCRIPTION:	THE PROPOSED PROJECT INVOLVES THE CONSTRUCTION OF A FOUNDATION AND FLOOR SLAB FOR PLACEMENT OF A SF PREFABRICATED CONCRETE TELECOMMUNICATIONS STRUCTURE.
APPLICABLE CODES:	ICC Internation Code Series 2015 (Building, Mechanical, NFPA)
LOCAL JURISDICTION:	City of Alamosa 300 Hunt Avenue Alamosa, Colorado 81101
USE GROUP OCCUPANCY:	GROUP "U" (UTILITY & MISCELLANEOUS)
CONSTRUCTION TYPE:	TYPE "I-A" (NON-COMBUSTIBLE)
FIRE SUPPRESSION:	FIKE FM-200 (ENTIRE BUILDING)
BUILDING AREA:	324 SF GROSS
BUILDING HEIGHT:	ACTUAL - 1 STORY - 10'-6"
OCCUPANCY LOAD:	1 PER 300 SF GROSS = 2 PERSONS ACTUAL = "0" UNMANNED SITE
EXITS (TABLE 1021.2):	REQUIRED: 1 ACTUAL: 1
EGRESS (TABLE 1021.2):	REQUIRED: MAX. 75' ACTUAL: 28' +/-
PARCEL NO.:	541310428009
LEGAL DESCRIPTION:	Lots 15 & 15 Boyd School BL K 127 WD B 185 P 329 12-7-66



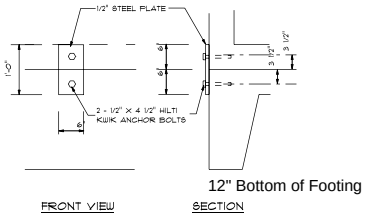
FLOOR PLAN
SCALE: 1/4" = 1'-0"



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



SECTION 1/A1
SCALE: 3/8" = 1'-0"



ANCHORING PLATE DETAIL
SCALE: 3/4" = 1'-0"

REVISION DATES:	LAKESHORE CONSTRUCTION 3591 LAKESHORE ROAD * MANISTEE, MI 49660 PHONE: 231-208-2755	DESIGNER: MWH ORIG. DATE: 1/3023 CHECKED BY: DR - DWG. DATE: -	CHARTER SPECTRUM 1405 Hunt Ave, Alamosa CO 81101 FLOOR AND FOUNDATION PLANS, SECTION AND DETAIL	COMPUTER FILE NAME: Alamosa 280 Hub SHEET NUMBER A1

LATEST PLOT DATE:

1.30.24

Project Narrative:

Site Address: 1405 Hunt Ave, Alamosa Co

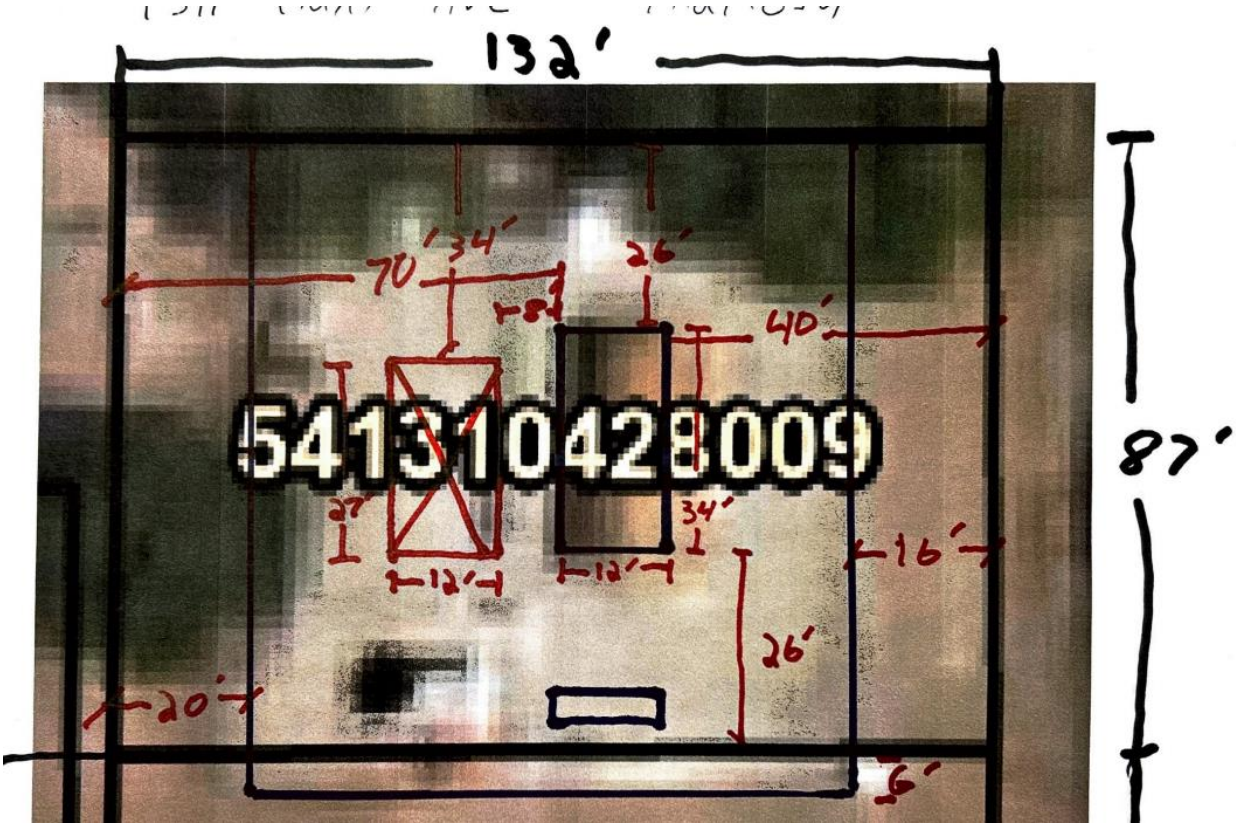
Parcel#: 541310428009

Current Use:

Spectrum Pacific West, LLC has used this building since at least 2000 with a building 12'x34' 408sf as a Communications Hub/Shelter for Phone, TV & Internet services. Also known as a Head End or Data Center. This provides communications services for the Alamosa area. There is a emergency back power generator onsite as well. Current site has 6' barbed wire security fencing which is recommended for communication sites. Currently is a legal non-conforming use.

Future Use:

Spectrum Pacific West, LLC plans to use the property for the same use in the future for internet, phone, TV & EAS Emergency Alert System. The current building is in poor condition and in need of replacement. They would like to install a new 12'x27' 280sf Concrete All weather/disaster protection communications Hub building that is 11'6"x27'x9' tall next to the existing building location as shown on the site plan. Once the new building is installed and services are migrated over to the new building we would demolish the existing building and clean up the site with fresh landscape rock on the city approved shrubs etc. etc. We will plan to install a new 6' tall black fence with privacy slats(screening) with barbed wire. We can also comply with a Class A Bufferyard requirements. There is no water service required for the owner use.


132'
87'
70'
34'
26'
40'
8'
27'
34'
12'
12'
16'
26'
20'
6'
541310428009

City of Alamosa
Colorado

The "Hub" of The San Luis Valley

April 26, 1955

Minutes, Board of Zoning Adjustment, Alamosa, Colorado

Meeting called to order at 4:40 p.m. by Chairman Jay Maxwell. Present were Board members Clyde Williams, T. D. L. Menke, R. W. McAfee, Mrs. David Greenwald, Clerk of the Board Glynn Mills, City Building inspector J. H. Flemmons, and the appellants Dave Onstead and Larry Peay of Community Television Systems of Colorado, Inc.

The Board read both the notice of the meeting which appeared in the Daily Courier on Monday, April 25, 1955, and the Notice of Appeal and petition for variance submitted by the appellants, Community Television Systems of Colorado, Inc.

The Appellants requested a variance for the installation of a television head-end receiving antenna tower and accompanying building to house electronic and related equipment for their Cable TV signal system, in lots 15 and 16 of Block 127, Boyd School Addition, City of Alamosa, Colorado.

The Board, after hearing the request and reading sections 13 through 16 of the original master plan and zoning resolutions (subsequently adopted by ordinance), visited the site to see in person the land and buildings in the area.

After returning from the site, it was moved by McAfee, Seconded by Greenwald, that the appellants be granted the zoning variance to install television tower approximately 100 feet high in lots 15 and 16, Block 127, in accordance with their appeal and request. The Board further finds that the public convenience and welfare will be substantially served by allowing this variance, and further finds that such variance will not deteriorate the values of adjoining land or buildings in any way.

Meeting adjourned.

Glynn Mills

Glynn Mills
Clerk of Board of Appeals

ALAMOSA CABLE T.V.
COMUNICO — SUBSIDIARY OF TCI
312 State - Phone 589-3221
ALAMOSA, COLORADO 81101

April 10,1978

City of Alamosa
425 4th
Alamosa, CO
81101

Mr. Nichols,

Would you place Alamosa Cable TV on the next planning commission meeting agenda? We are interested in obtaining approval to install Cable TV equipment on company owned property. Property location is Boyd School Blk.127, lots 15 and 16- Hunt Ave. and 14th Street.

approved

Regards,

R.L. Armstrong

R.L. Armstrong mgr.
Alamosa Cable TV

c.c.
Art Lee
Don Morris

NOTICE OF HEARING

Notice is hereby given that the Alamosa City Planning Commission will hold a public hearing in the Council Chambers at City Hall, Wednesday, May 24, 1978 at 8:00 p.m. upon the request of Cable T.V. who is requesting Planning Commission approval to install a disk antenna on Lots 15 and 16 in Block 127.

Further notice is hereby given that any and all persons of interest may appear at said hearing and be heard.

Earle B. Nichols
City Engineer

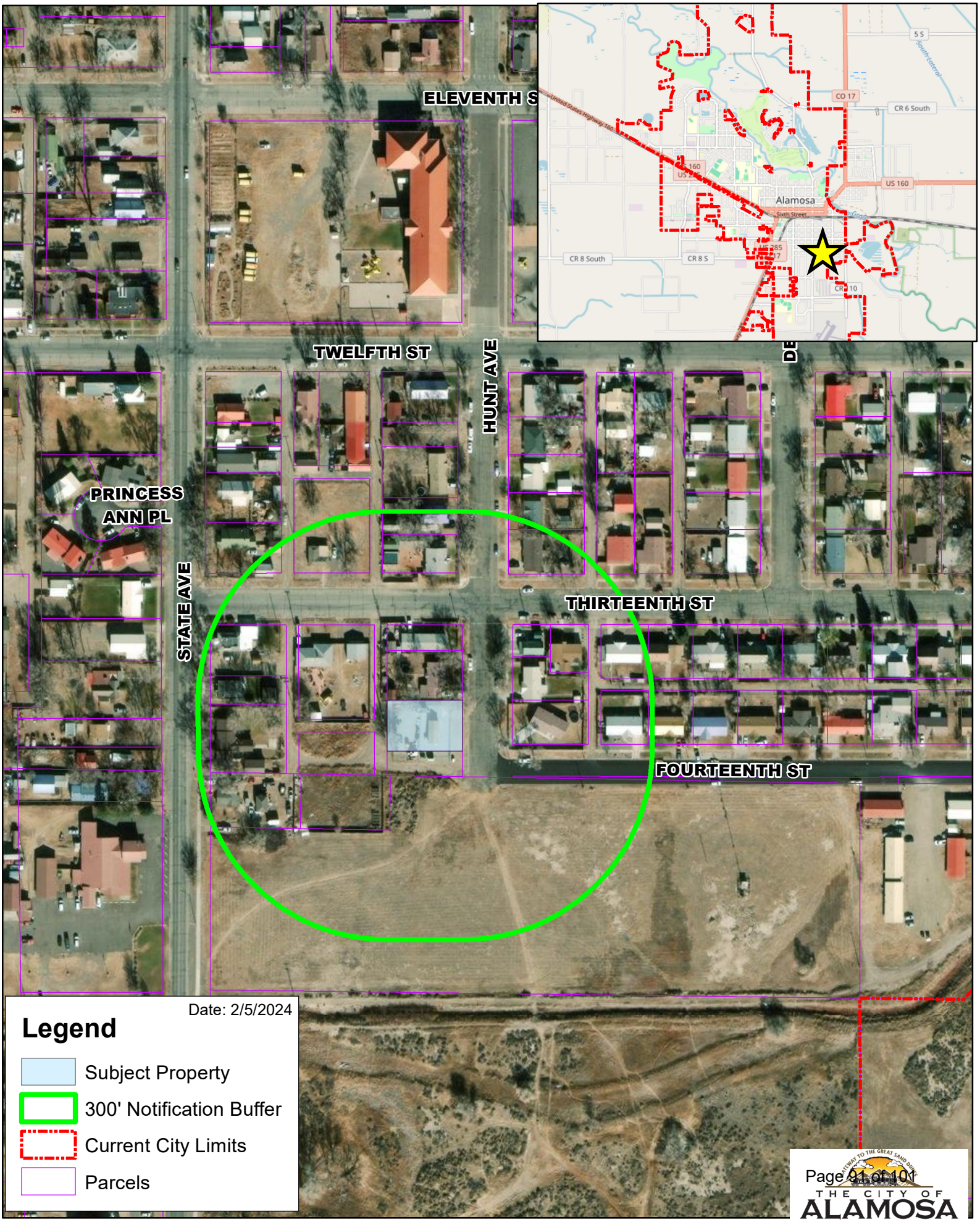
INSTALLATION OF CABLE T.V. EQUIPMENT ON LOTS 15, & 16, BLOCK 127 Mr. Louie Armstrong, of Alamosa Cable TV, requested permission to install a disk antenna on Lots 15 and 16, Blcok 127. Mr. Armstrong stated this antenna would receive TV programs from New York via satellite and such programs would be available to Cable TV subscribers on the basis of an additional monthly fee. Commissioner Manchester moved, seconded by Commissioner Carter, to set a Public Hearing on this matter for 8:00 p.m., May 24, 1978. Motion was approved unanimously.

REQUEST FOR APPROVAL OF DAY CARE CENTER Shirley Maestas advised the Commission she wants to establish a day care center on Lot 12, Block 119. The center will accommodate twelve, two to five year old children. Ms. Maestas advised that she has already been licensed by the State to operate such a facility and she has already begun to clear and improve the property. A Public Hearing on this request was set for 8:15 p.m., May 24, 1978.

REVIEW OF PLAT FOR ROCK CREEK MEADOWS SUBDIVISION LOCATED WITHIN ALAMOSA COUNTY Commissioner Keller explained that the Alamosa County Planning Commission had requested th City of Alamosa to review the plat of a proposed subdivision located about 2½ miles south of the City. Commissioner Archibald inquired as to what type of water and sewer facilities will be used to serve the property. Commissioner Keller stated the property owners propose to convert existing irrigation water rights on the property to domestic use and that individual wells will be used on the larger lots. Sewage disposal will be to septic tanks on individual lots. Chairman Sheridan stated he believed some of the area should be designated for recreational uses and Commissioner Carter agreed. The Commission instructed the secretary to send a letter to the Alamosa County Planning Commission stating that the Alamosa City Planning Commission has no objection to the proposed subdivision, but does recommend that the developer be required to provide an area for recreational purposes.

ADJOURNMENT Chairman Sheridan adjourned the meeting at 9:52 p.m.

1405 Hunt Ave Conversion of a Non-conforming Use Request



1. View from front property line looking west

2. View of north property line looking west

3. View of west (rear) property line looking north

4. View of side property line looking east

Strategy B – The City of Alamosa plays a leadership role in economic development in the city.

Strategy C – Consider options for staffing an economic development position within the structure of the city government.

Strategy D – Establish a city funding strategy for economic development.

Strategy E – Improve city communications with economic development entities and local governments in the San Luis Valley and expand city participation in regional events and meetings.

Strategy F – More effectively promote the federal, state, regional and local incentives, funding tools and resources that are available to existing and prospective businesses.

Strategy G – Improve communications and coordination between the city and Alamosa County by working together on key projects such as improved air service, coordination on land use and infrastructure around the city, and economic growth initiatives and projects.

BUSINESS SUPPORT AND RETENTION

Although new businesses and industry are needed and desired, there is a tangible need to support businesses that already exist as they grow or face challenges staying in business. This is an area where coordination with local and regional economic organizations will provide local businesses with the support they need while playing to each organization's strengths and preventing duplication of efforts.

The San Luis Valley Small Business Development Center (SLV-SBDC) is part of the Colorado Small Business Development Center Network and offers services including one on one trainings and workshops for small business owners and entrepreneurs wishing to start or grow a business in the valley. There is a need to better position the SLV-SBDC and to strengthen the services that the center offers so that they can be offered more broadly and more people know about the services that are available. This may entail reorganizing the small business center. Some of the more successful small business development centers in rural Colorado have located at and been directly engaged with the local colleges or university.

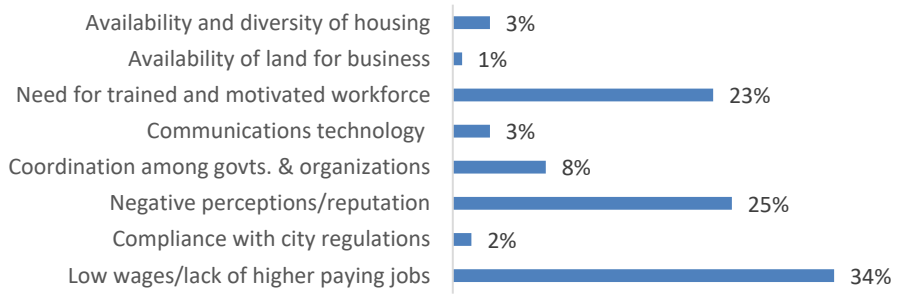
In order to provide appropriate support, there must be an understanding of what specific types of assistance are needed. There are already a number of resources available to local businesses. Surveying local business owners will help narrow down where there are gaps, whether business owners are aware of current resources, and where the city can assist.

There are many jobs in healthcare, education and other professional sectors in Alamosa, yet employers find that recruiting professional employees is a challenge. When asked what the most significant economic challenges are for Alamosa, 23% of participants at the Community Vision Workshops identified the need for a trained and motivated workforce.

There are two higher education institutions in Alamosa, Adams State and Trinidad State Junior College, as well as the Alamosa Workforce Center and a number of government and non-profit partners that the city can work with to help address the need for a trained workforce. This includes developing specialized training programs, providing job skills development and linking employers with potential employees.

Trinidad State Junior College (TSJC) and Adams State University both have programs that train students for local jobs. TSJC offers a nursing program that supplies qualified nurses for the local healthcare industry. TSJC has also proven very accommodating to new industries coming to the area. When solar farm developers needed trained welders TJSC developed a welding program. Adams State provides a wide range of bachelor's degrees and recently expanded its masters programs to include a Master of Public Administration.

Figure 18. What are the most significant economic challenges for Alamosa? (top 2) - Community Vision Workshop



GOAL ED.2 – RETAIN EXISTING BUSINESSES ACROSS ALL SECTORS AND HELP THEM ADAPT AND EXPAND.

Strategy A – Strengthen the business retention and support services offered by existing business development and support organizations and/or reorganize the resources to provide more extensive services and to promote these services more broadly. Services would include:

- business plans
- financial forecasts
- feasibility analyses
- marketing strategy
- financing
- utilizing incentives

Strategy B – Support business-to-business networking and collaborative marketing.

Strategy C – Encourage and support business workshops, individual trainings and mentorships.

Strategy D – Strengthen access to funding for business expansion and training.

Strategy E – Communicate and promote business-support services to the business and entrepreneur community.

Strategy F – Survey businesses and visit them regularly to better understand the business base and identify resources needed to provide assistance for successful retention, expansion, creation and attraction of jobs.

Strategy G – Develop business incubator space where entrepreneurs can test ideas to start new businesses and existing businesses can develop new products.

Strategy H – Leverage the educational programs at Alamosa School District, Adams State University and Trinidad State Junior College to engage directly in local businesses.

Strategy I – Utilize the services of the Colorado Workforce Center to recruit employees and fill positions at local businesses and organizations.

Strategy J – Develop strategic partnerships between economic development entities and base industry sectors such as agriculture, healthcare and tourism.

Strategy K – Support and encourage professionals and entrepreneurs who work from home:

- Continue to work in partnership with telecommunications companies and organizations to improve internet and cellular phone infrastructure.
- Create a directory of freelance professionals, mobile workers and telecommuters and encourage networking among them.
- Encourage the development of co-working facilities that include offices and conference room facilities that can be rented on an as-needed basis.

GOAL ED.3 – IMPROVE THE PROFESSIONALISM, KNOWLEDGE, AND ABILITIES OF THE LOCAL WORKFORCE.

Strategy A –Develop workforce and entrepreneurial training programs that target specific workforce needs and promote these programs to businesses, entrepreneurs and public schools.

Strategy B – Work with economic development and education partners to establish education and training programs that align with job opportunities.

Strategy C – Increase adult education opportunities to expand adult literacy, provide primary and secondary education opportunities and career building.

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:
Motion Authorizing the Mayor to Execute a Property Ownership and Agency Affidavit, Allowing Manish Patel to Apply for a Variance on the Former Walsh Property

Recommended Action:
Staff recommends authorizing the Mayor to execute the document by consent.

Background:
As the developer for the proposed downtown hotel, Manish Patel, proceeds with his plans, he has found it prudent to apply for a variance for a reduction of the parking ratio as required by the City's Unified Development Code. Since he does not own the property, our codes require him to obtain permission from the property owner to make an application. It is fairly common that land use applicants do not own or control the property, as the outcome of the application may determine whether or not a property sale/transaction happens.

Authorizing the execution of this document does not implicate the City in Mr. Patel's development obligations or plans. It simply allows him to apply for a variance. Variances are heard and decided by Planning Commission acting as the Zoning Board of Adjustment. Variances do not go to City Council at any point in the application process. Authorizing the Mayor to execute the document does NOT approve the variance; it simply allows Mr. Patel to apply and go through the review process.

Given the 1) importance of the development to the city's economic development, and 2) the remote potential for an appearance of a conflict of interest in the variance request, since staff must prepare and issue a recommendation to Planning Commission, staff believes it is important to add a layer of separation between the applicant/application and the Development Services chain of command. Having the Mayor execute this document provides that additional layer of separation and checks and balances.

Issue Before the Council:
Does Council wish to authorize the Mayor to execute the property ownership and agency affidavit, allowing Manish Patel to apply for a variance on the former Walsh Property?

Alternatives:
(recommended option) Authorize the execution of the document by consent.

Remove the item from the consent agenda for further discussion (only takes one councilor), then make a decision to authorize or decline authorization of the affidavit.

Decline authorization and give staff further direction. Per the timelines in the development agreement and Mr. Patel's desire to begin construction, delays on this item could set the project back several months.

Fiscal Impact:

No fiscal impact is associated with the execution of this document.

Legal Opinion:
The City Attorney will be present for comment.

Conclusion:
This is a common situation in land use cases, but given the importance of the matter to the community, staff believes that authorization should come from Council.

ATTACHMENTS:

	Description	Type
	Property Ownership Disclosure and Agency Affidavit	Cover Memo

City of Alamosa
Development Services Department
300 Hunt Avenue
Alamosa, Colorado, 81101
(719) 589-6631
planning@ci.alamosa.co.us

DISCLOSURE OF PROPERTY OWNERSHIP

Owner must provide ownership and encumbrance report

- If owner is an individual; indicate name exactly as it appears on the deed.
- If owner is a corporation, partnership, limited partnership, or other business entity, name principals on a separate page. Please include the articles of organization.
- Partnership agreement, etc., as applicable. If owner is a land trust, name beneficiaries on a separate page.
- If applicant is a lessee, indicate the owner(s) on a separate page, and execute the authorized agent affidavit.
- If applicant is a contract purchaser, attach a copy of the contract, indicate the owner(s) on a separate page, and execute the authorized agent affidavit.

Please provide the name(s), mailing address(es), street address(es), and phone number(s) for all owners.

PROPERTY OWNERSHIP AFFIDAVIT – TO BE SIGNED BY ALL OWNERS OF RECORD

I/We hereby certify and affirm that I am (we are) the owner(s) of the property described as _____

_____, which is the subject of the application for

_____. I (we) acknowledge that until paid, ALL LAND USE APPLICATION FEES, INCLUDING FEES FOR PROFESSIONAL REVIEW SERVICE (S), SHALL BECOME AND REMAIN A FIRST AND PERPETUAL LIEN ON OR AGAINST THE SUBJECT PREMISES.

Executed this_____ day of _____ 20____ . (*To be signed by all record owners. Attach additional sheets as necessary)*

Name/Title: _____ **Signature:**_____

Address: _____ Phone:_____ Email:_____

Name/Title: _____ **Signature:**_____

Address: _____ Phone:_____ Email:_____

Name/Title: _____ **Signature:**_____

Address: _____ Phone:_____ Email:_____

AUTHORIZED AGENT AFFIDAVIT

The above signed hereby grant the following people authority to act as agent for the property with respect to this application.

Executed this_____ day of _____ 20____ .(*List all authorized agents. Attach additional sheets as necessary)*

Name/Title: _____

Address: _____ Phone:_____ Email:_____

Name/Title: _____

Address: _____ Phone:_____ Email:_____

Name/Title: _____

Address: _____ Phone:_____ Email:_____