

ALAMOSA CITY COUNCIL

Regular Meeting Agenda

Council Chambers
300 Hunt Avenue, Alamosa, CO
September 19, 2018

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.

6:30 PM - Work Session - Twelfth Street Update

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 September 5, 2018

C.8.a. Receive August 2018 Monthly Reports

VI. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. SLV Tourism and SLV Museum Association Updates
2. Early Iron Presentation

B. Business Brought Forward by City Staff

1. Fire

- a. Application of Interest for a Colorado Division of Fire Prevention and Control Live Fire Training Facility

2. City Manager/Legal

- a. First Reading, Ordinance No. 27-2018, an ordinance amending the *Code of Ordinances* of Alamosa, Colorado, to replace outdated language constructions typically referring only to the male gender with more inclusive language; to recognize the right to breast feed; to update certain outdated provisions; and to reallocate certain responsibilities for permitting and record keeping of City court functions and utility functions
- b. Resolution No. 15-2018 opposing "Amendment 74", an attempt to amend the Colorado Constitution to drastically limit state and local government services at a high cost to taxpayers.

C. Committee Reports

D. Staff Announcements

COUNCIL COMMENT

ADJOURNMENT

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Meeting September 5, 2018

ATTACHMENTS:

Description	Type
▢ Minutes of Meeting September 5, 2018	Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
September 5, 2018

6:00 PM - Work Session: Budget

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 Coleman at 7:01 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

Present at roll call: Mayor Ty Coleman, Councilors Liz Hensley, Charles Griego, Jan Vigil, David Broyles, and Michael Carson. Councilor Daniel was present via Zoom Conference. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez. A quorum was declared.

III. AGENDA APPROVAL

Councilor Griego moved, seconded by Councilor Vigil to approve the agenda as presented. 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. CEREMONIAL ITEMS

A. Alamosa Art Festival Proclamation

Mayor Coleman read the proclamation and Council presented it to Jolene Webb and Huberto Maestas, Art Committee members.

B. Colorado Cities and Towns Week Proclamation

Councilor Hensley read the proclamation and Council presented it to City staff.

C. Constitution Week Proclamation

Councilor Carson read the proclamation and Council presented it to Janet Yohn, Hazel Petty, and Beth Benner, members of the Alamosa Chapter of National Society of Daughters of the American Revolution.

VI. 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 Vigil moved, seconded by Councilor Carson to approve Consent Calendar A as presented. The motion carried unanimously.

C.7.a. Approve Minutes of Meeting August 15, 2018

C.2.a. July 2018 Monthly Financial Statements and Expenditure Report

VII. REGULAR BUSINESS

D. Business Brought Forward by City Staff

1. Public Works

- a. Resolution No.14-2018 Adopting a fee schedule for building permit

Harry Reynolds, Building Inspector, presented this Resolution to Council.

Councilor Vigil moved, seconded by Councilor Carson to adopt Resolution No. 14-2018. The motion carried unanimously.

- b. Second Reading and public hearing, Ordinance No. 24-2018 Adoption of the 2015 International Code Family

Harry Reynolds reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:36 p.m. and asked for those wishing to speak on this ordinance.

There be no one wishing to speak, the hearing closed at 7:36 p.m.

Councilor Vigil moved, seconded by Councilor Broyles to finally adopt Ordinance No. 24-2018. The motion carried unanimously.

c. Water Usage Review

Deacon Aspinwall, Roy Sanchez, and Mark Wright presented information to Council related to the water usage trends within the City.

Council thanked them for their presentation and the data that they were able to obtain and provide.

E. Committee Reports

Councilor Daniel reported on the Senior Citizens Board meeting she attended. She also reported on the Housing Authority Board meeting she attended.

Councilor Hensley reported on the Golf Board meeting she attended.

Councilor Vigil reported on the Rio Grande Farm Park events that happened this past weekend. He also reported on the Historical Preservation Advisory Committee and School Board meetings he attended.

F. Staff Announcements

Andy Rice and John Reesor presented updates on the trail work that has been done on City property over the last year.

Mr. Rice also updated Council on vandalism occurring on City property as well as provided them with an update to the Ice Rink/Multi-Purpose Pavilion.

Mark Wright provided Council with updates on First Street and the Levee.

VIII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

A. Pester Marketing Company d/b/a Alta Convenience #3501 3.2 Beer License. Findings of Fact.

Counselor Schwiesow reviewed the findings of fact with Council.

Councilor Vigil moved, seconded by Councilor Hensley to adopt the findings of fact for Pester Marketing. The motion carried 5 to 2 with Councilor Broyles and Councilor Carson casting the no votes.

A. CONSENT CALENDAR B

The Consent Calendar allows multiple actions with one motion. Consent Calendar B 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 Vigil moved, seconded by Councilor Griego to approve Consent Calendar B as presented. The motion carried unanimously.

1. Alamosa County Chamber of Commerce, Oktobrufest, September 29, 2018

COUNCIL COMMENT

Councilor Vigil thanked Mathias Concrete and Elite Construction for the donations they made to Peyton's Play Ball! Park. He also asked Ms. Brooks for an update on the water smart projects.

Ms. Brooks stated that Dan Vaughn has designed the two more complicated ones and is spending time this week and next week drafting the ranch plan for the rec board and then the next step is going to finish the other projects. They still have every intention of finishing those projects this year. She also informed Council they heard back from the state on the grant application and it looks pretty positive.

Councilor Daniel thanked Council for letting her attend by video conference. She also reminded everyone of the upcoming Stephanie Miner Walk/Run is coming up and encouraged Council to attend.

ADJOURNMENT

The meeting adjourned at 8:50 p.m.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive August 2018 Monthly Reports

ATTACHMENTS:

Description	Type
📎 August 2018 Monthly Reports	Reports

COUNCIL COMMUNICATION

DATE September 19, 2018	AGENDA NO.C. 8. a	SUBJECT: City Manager Monthly Report for August 2018
Department Head:		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

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.

August 2018 Report

- Weekly Leadership Team meetings
- Valley manager/administrator lunch
- Meeting with Councilor Griego to review CIP
- Bi-weekly meeting with Public Works Director
- Valley Economic Summit planning meetings
- Meeting with Terry Irick with Boy Scouts
- Employee BBQ
- Council Retreat
- 2nd Annual Economic Summit
- Alamosa Ranch Public Outreach
- Meeting with developer
- Water Smarts Team meeting
- Budget meetings
- Chief Oakes Farewell Party
- Meeting with Marketing District to discuss Motorway parking
- Monthly meeting with Councilor Broyles
- Global Leadership Summit
- Friends Park KaBOOM! build
- Monthly meeting with Councilor Griego
- Monthly meeting with IT Director
- Rec Board Meeting
- Met with Police Officers regarding chief selection process
- Budget Public Meeting
- La Puente Board Meeting
- SLV Broadband Committee Meeting
- Meeting with Friday Health Plans regarding renewal
- LEAD Policy Coordinating Meeting
- Meeting with Interim Chief Anderson

- Draft Ranch Plan Meeting
- Meeting regarding Fire Training Tower
- Monthly ACEDC Board meeting
- LEAD Budget revisions meeting
- Public Comment meeting regarding Draft Ranch Plan
- Montana Azul update meeting
- Golf/Council water ideas meeting
- Early Iron

City of Alamosa

Monthly Activities Report

August 2018

Public Works Department

Streets: Conducted daily sweeping operations. Removed excess rain water from flooded areas with Tymco Sweeper. Concrete removal each Monday. Patched open utility and concrete removal cuts. Conducted PMSC overlay project. Conducted traffic control and public notifications for PMSC project. Worked stockpiles at 20th Street yard. Fixed sinkhole in ROW at 1902 State. Pained all bike lanes. Removed art pieces as needed. Hauled brush from Recycle yard twice. (one day every other week.) Bladed gravel roads. Repaired ditch north of driving range at Ranch. Patched 375 potholes. Attended 1st St. Phase III meeting. Walked downtown with Jolene for art placement sites. Repaired 4 ADA parking signs and one "Do Not Enter" sign at the Senior Center. Programmed 8 school lights. Began final grade work at Ice Rink Parking Lot as able. Provided cones to Farm Park for an Event. Provided cones to Splashland for Jr. Triathlon.

Solid Waste: Commercial waste hauled totaled 309.19 T.; residential waste hauled totaled 224.33 T. Medical Waste totaled 1.74. Seven special pick-ups were completed. Twelve, 96 gal toters, one 64 gal toters and six yard waste toters were delivered. Three toters and two dumpsters were repaired.

Recycling: A total of 91 bales of various materials were made. Eighty one bales were shipped. A total of 8.4 tons of glass was processed. Land fill savings totaled \$773.60. There were 0 Yard Waste toters delivered.

Building Inspection: Sixteen building permits were issued for a total valuation of \$271,794.00. Building permit fees totaled \$2530.00 and construction use tax totaled \$2117.69. Plan review fees totaled \$223.01. A total of 16 various inspections were conducted. There were 2 certificate of occupancies issued. A total of six general contractor licenses were issued and three limited contractors licenses were issued.

Water: Water pumped for municipal use totaled 87,412,000 gallons. Water treatment plant production totaled 80,460,197 gallons. There were 10 meter re-reads. Turn on/ turn offs and occupant changes totaled 21. Took bac-T's for the State. Worked on flushing dead end water mains. Had update on fall project by TZA. Worked on the First Street Project and had meetings with Adams State and Xcel, each received final plans. Did locates for JKL Construction for fiber install along highway and 285 for the Jail and new Court House projects. JKL also started installing Fiber Duct down the alley between 8th St. and 9th St. in the alley from Railroad to San Juan Ave. Did locates for Phase III of the First Street Project.

Wastewater: Total discharge for the month was 36.4 million gallons. Collected and sent out all routine monthly samples. Cleaned and calibrated effluent probe. Mowed weeds around the Waste Water Plant. SDC Lab called to inform us that the As-TR came back at 54 ug/L, set the sampler to retest As-TR. Called Jeremy from TDMA to schedule him to come down and calibrate flow meters. Cleaned UV and effluent channels. Changed the sensor on the effluent probe and calibrated effluent probe.

Sewer: Seventy four sanitary sewers were inspected; five were unplugged 21 were checked at customer's requests. Seven were cleaned and flushed. All lift stations were checked daily; hauled off grit and cleaned splitter box at the WWTP. Pulled pumps at West 7th, Tremont lift station #1 at Golf Course, Wal-Mart, Riverwood and West 11th, cleaned out impellers and debris. Cleaned Murphy, Riverwood, Tremont and Monroe Lift Stations. Worked with TZA on the Outfall Project, we will need to relocate the new Outfall to the waters edge of the Rio Grande. Turned

plans over to the core of Engineers and received approval. Now submitted the plans to the Department of Health for review. Cleaned and checked all the storm lift stations.

East Alamosa: Water supplied to East Alamosa totaled 5,269,972 gallons. Seven sanitary sewers were checked for plugs, four unplugged. Two sewers were cleaned and flushed with Vac truck. Did re-reads for Sally. Pulled the pumps at Price, McKinney, McQuerry and Rodeo Lift Stations. Cleaned Blanca Vista and Price lift stations. Worked with East Alamosa staff to find curb stop at the close basin building on Brush Lane. Dug across North side of building along Highway. Did locates for Bower Construction underground on Highway 17 to Northwood Lane for Fiber Duct installation. Got pump #2 for Adams lift station back and reinstalled it.

Alamosa Fire Department

Department Report for August 2018

The Alamosa Fire Department responded to 39 incidents within the City Limits and 13 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional 4 calls for assistance.

City Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date W/O Flights	Total Flights Year to Date	Total County Calls Year to Date
2018	39*	127	225	124
2017	54**	128	394	84

* Includes 22 Airport Flight Standbys ** includes 38 Airport Flight Standbys

Inspections:

11 Commercial Building inspections were performed

Fire Prevention/Station Tours

The Department hosted three station tours.

Training:

Firefighters logged a combined total 96 hours of in house training during the month.

ALAMOSA

Incident Type Report (Summary)

Alarm Date Between {08/01/2018} And
{08/31/2018} and Station = "1"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
113 Cooking fire, confined to container	1	2.56%	\$0	0.00%
131 Passenger vehicle fire	1	2.56%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	2.56%	\$0	0.00%
	3	7.69%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
322 Motor vehicle accident with injuries	1	2.56%	\$0	0.00%
	1	2.56%	\$0	0.00%
4 Hazardous Condition (No Fire)				
444 Power line down	1	2.56%	\$0	0.00%
463 Vehicle accident, general cleanup	3	7.69%	\$0	0.00%
	4	10.26%	\$0	0.00%
5 Service Call				
522 Water or steam leak	1	2.56%	\$0	0.00%
571 Cover assignment, standby, moveup	22	56.41%	\$0	0.00%
	23	58.97%	\$0	0.00%
6 Good Intent Call				
622 No Incident found on arrival at dispatch address	2	5.13%	\$0	0.00%
	2	5.13%	\$0	0.00%
7 False Alarm & False Call				
711 Municipal alarm system, malicious false alarm	1	2.56%	\$0	0.00%
733 Smoke detector activation due to malfunction	1	2.56%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	7.69%	\$0	0.00%
736 CO detector activation due to malfunction	1	2.56%	\$0	0.00%
	6	15.38%	\$0	0.00%

Total Incident Count: 39

Total Est Loss: \$0

COUNCIL COMMUNICATION

DATE September 4, 2018	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for August 2018
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

August 2018 Report

- IT investigated the cause of several tickets concerning the failure of Police video to be uploaded to the central evidence server. What IT discovered was a multipart and compounded list of issues surrounding the Digital Ally VuVault server and it's uploading mechanisms. The root issue was an unreported failure of Digital Ally's software that prevented new videos from being processed into the system. This failure lead to DVM's not being able to upload new videos properly. The videos compounded on the on-board storage of the DVMs which prevented new videos to be created. IT manually uploaded the videos as Digital Ally worked within their software to engineer a fix. A patch was implemented and IT is currently monitoring the stability of this system.
- In part of the troubleshooting the Digital Ally system, IT has begun the project of replacing the wireless access points outside of the police department. The older Unifi wireless access points are being replaced with the newer, more powerful and more cost effective models.
- In efforts to reduce the tendency of individuals camping behind City Hall and IT

has reduced the hours of availability of the Cole Park Public WiFi to 6am and 9pm. IT feels that these hours still provide citizens with valuable and convenient service while being mindful that open WiFi access can be a factor in attracting unlawful activities.

- An IT Department employee attended a online seminar cover the topic of Modernizing Government IT Operations. The information from this no cost seminar will help shape the IT Department's policies and procedures in the years to come. Regular participation in these types of trainings empowers IT to better provide a service for City staff.
- IT continues to help in a City wide effort to update, upgrade, and maintain the City website and all public facing points of information. This month, the following pages were in particular focus:
 - The Artscape page was revamped for the 2018-2019 season. Old artist information was archived and new copy was placed on the main page.
 - A page was created for the City Planning and is now located under the Departments menu in the top bar. On the City Planning page under the special projects folder, there are links to our two big planning project pages:
 - The Alamosa Downtown Design Plan page contains on overview of the Downtown on the Rio project as well as links to a public outreach survey, comment submission, and other related documents.
 - The Alamosa City Ranch Master Plan Update page contains similar information including important community meeting dates and a Ranch Plan specific comment submission form.
 - IT is working with multiple departments to identify a streamlined solution to online forms and other interactive features of the website. We are still in the information gathering stage of this arm of the project.
- IT worked with VMWare to rebuild our core replication and disaster recovery workflow. A recent update degraded the stability of the system which was immediately identified. Although not technically a production system, this system allows the City's productions servers to be launched and operated from a remote

site in case of a complete failure of our central data center.

- IT worked with S Corp, our value added reseller of Laserfiche (an electronic document management system) to train records committee staff on the workflow of importing, tagging, and setting document expiration.
- IT then worked with S Corp to ensure all required systems were up to date and the client application was installed on all necessary terminals.
- IT has initiated a network monitoring system on the City of Alamosa's network that allows IT staff to monitor the availability of network resources at the City's central data center.
- 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:

- The IT department worked with Public Works to list multiple vehicles on the City of Alamosa's website. The auction is hosted on Alamosa's website and payments are processed by the City of Monte Vista
- IT provided equipment to the City of Monte Vista for use at the National Night Out event. A public announcement system was checked out from the City of Alamosa's Parks and Recreation department and used for music and announcements. The IT department also provided a public demonstration of the UAV available to both cities.
- IT installed a public wifi network throughout the City Hall complex including two outdoor access points. The public wifi network is physically separated from the City's production network, ensuring greater security and reduced network demand.
- The IT department interns wrapped up their internships by completing a full network mapping project of City Hall and the Police Department. These network maps can prove invaluable to network planning and troubleshooting
- IT has initiated a network monitoring system on the City of Monte Vista's network

that allows IT staff to monitor the availability of network resources at the City's central data center.

- 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.

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-01-2018 @ 08:32 am	5809	Printer Control Room	[Description:]: Printer in control room keeps jamming. It only prints one page then stops. [When do you need this by?]:
08-01-2018 @ 12:12 pm	5810	Membership card Printer	[Description:]: Error screen continues to pop up saying there is no Ribbon. We have reloaded it with a new roll and it will not clear the error. wont let us print any cards [When do you need this by?]: 08-01-2018
08-01-2018 @ 02:00 pm	5811	Press Release Chief Oakes Farewell Celebration	[Description:]: Please post on the website. Thanks! [When do you need this by?]: 08-01-2018
08-02-2018 @ 12:47 pm	5812	Library's TLM Computer Security Camera won't search	[Description:]: The security camera program on the front desk's TLM computer won't let you change the date or search old camera footage. [When do you need this by?]:
08-02-2018 @ 01:16 pm	5813	Website Google Analytics	[Description:]: May we have our Website stats by Monday? Thanxx [When do you need this by?]:
08-03-2018 @ 03:00 pm	5814	CCIC Computer 1194	[Description:]: I am unable to launch CCIC/Open Fox. [When do you need this by?]: 08-03-2018
08-06-2018 @ 09:20 am	5815	For Website ArtScape Pster	[Description:]: Hello, on the ArtScape page can you please archive the art for 2017/18 into a link and then post this poster with wording that says New Sculpture Coming September 7, 2018! [When do you need this by?]: 08-06-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-06-2018 @ 04:48 pm	5816	Lost internet log in information	[Description]: last week all of our tablets that use wifi quit working. It says to log into the wifi but we dont have the wifi password. Can someone come down to the shop and input the wifi password back onto our tablets and vehicle scanner? [When do you need this by]: 08-07-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-06-2018 @ 06:22 pm	5817	No Summary	Post to auction site. ----- Forwarded message ----- From: Robert Vance Date: Mon, Aug 6, 2018 at 4:56 PM Subject: Fwd: To: James Belknap vehicle #4 *Robert Vance* Public Works Director City of Monte Vista 719-852-2692 ----- Forwarded message ----- From: Chris Ruybal Date: Mon, Aug 6, 2018 at 10:56 AM Subject: Fwd: To: Robert Vance 1998 CHEVROLET K3500 MILES 184882 VIN# 1GBHK34R7WE244638 ENGINE BLOWN ----- Forwarded message ----- From: Date: Mon, Aug 6, 2018 at 9:55 AM Subject: To: cruybal@ci.monte-vista.co.us This message was sent to you from a Viaero mobile phone using the MMS2Email service. -- James A. Belknap, MCSA, A+,Network +, VCA-DCV Information Technology Director Cities of Alamosa and Monte Vista 719-587-2500 Direct 719-580-4197 Cell Follow the City of Alamosa on Twitter and Facebook CONFIDENTIALITY NOTICE: The information in this e-mail, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and legally privileged information. If you are not the

City of Alamosa: Brandon

All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-06-2018 @ 06:27 pm	5818	No Summary	Post to auction site. ----- Forwarded message ----- From: Robert Vance Date: Mon, Aug 6, 2018 at 4:54 PM Subject: Fwd: To: James Belknap , Brandon Gallegos <BGallegos@ci.alamosa.co.us> Can we post the next few emails on the auction site. All cars start bids at \$200.00 *Robert Vance* Public Works Director City of Monte Vista 719-852-2692 ----- Forwarded message ----- From: Chris Ruybal Date: Mon, Aug 6, 2018 at 11:03 AM Subject: Fwd: To: Robert Vance 2006 CHEVROLET IMPALA MILES 179000 VIN# 2G1WS551769398205 RUNS NEEDS BATTERY AND TRANSMISSION SLIPPING ----- Forwarded message ----- From: Date: Mon, Aug 6, 2018 at 9:54 AM Subject: To: cruybal@ci.monte-vista.co.us This message was sent to you from a Viaero mobile phone using the MMS2Email service. -- James A. Belknap, MCSA, A+,Network +, VCA-DCV Information Technology Director Cities of Alamosa and Monte Vista 719-587-2500 Direct 719-580-4197 Cell Follow the City of Alamosa on Twitter and Facebook

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-06-2018 @ 06:28 pm	5819	No Summary	Post to auction Site ----- Forwarded message ----- From: Robert Vance Date: Mon, Aug 6, 2018 at 4:55 PM Subject: Fwd: To: James Belknap , Brandon Gallegos <BGallegos@ci.alamosa.co.us> second email / vehicle *Robert Vance* Public Works Director City of Monte Vista 719-852-2692 ----- Forwarded message ----- From: Chris Ruybal Date: Mon, Aug 6, 2018 at 11:01 AM Subject: Fwd: To: Robert Vance 1995 CHEVROLET ASTRO VAN VIN# 1GNDM19W6SB254653 RUNS NEEDS NEW A/C UNIT ----- Forwarded message ----- From: Date: Mon, Aug 6, 2018 at 9:54 AM Subject: To: cruybal@ci.monte-vista.co.us This message was sent to you from a Viaero mobile phone using the MMS2Email service. -- James A. Belknap, MCSA, A+,Network +, VCA-DCV Information Technology Director Cities of Alamosa and Monte Vista 719-587-2500 Direct 719-580-4197 Cell Follow the City of Alamosa on Twitter and Facebook

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-06-2018 @ 06:28 pm	5820	No Summary	Post to Auction Site ----- Forwarded message ----- From: Robert Vance Date: Mon, Aug 6, 2018 at 4:55 PM Subject: Fwd: To: James Belknap , Brandon Gallegos <BGallegos@ci.alamosa.co.us> vehicle #3 *Robert Vance* Public Works Director City of Monte Vista 719-852-2692 ----- Forwarded message ----- From: Chris Ruybal Date: Mon, Aug 6, 2018 at 10:59 AM Subject: Fwd: To: Robert Vance 1996 FORD E250 VAN VIN# 1FBJS31L5VHA21304 DOES NOT RUN STEERING COLM BROKEN UP ----- Forwarded message ----- From: Date: Mon, Aug 6, 2018 at 9:55 AM Subject: To: cruybal@ci.monte-vista.co.us This message was sent to you from a Viaero mobile phone using the MMS2Email service. -- James A. Belknap, MCSA, A+,Network +, VCA-DCV Information Technology Director Cities of Alamosa and Monte Vista 719-587-2500 Direct 719-580-4197 Cell Follow the City of Alamosa on Twitter and Facebook

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-07-2018 @ 08:10 am	5821	projector in council chambers 8/7	[Description:]: Morning, Can you please help me make sure the projector is going to work for our 11:30 meeting today in Council Chambers? [When do you need this by?]: 08-07-2018
08-07-2018 @ 12:17 pm	5822	Laptop	----- Forwarded message ----- From: Antonio Martinez Date: Tue, Aug 7, 2018, 12:06 PM Subject: Laptop To: My laptop hasn't been letting me clock in for the last couple of weeks at first it was because of the wifi but today it told me that my access is denied because the location I was at but it is on my desk here in the office. -- Tony Martinez Recreation Supervisor City of Monte Vista 95 W. 1st Avenue, Monte Vista, CO 81144 P#: 719-852-2692 ext. 1 13
08-07-2018 @ 03:05 pm	5823	Website Updates	[Description:]: Hey guys, Can we update a few maps on the website? All the links under "I Want To">"Living in Alamosa">"Maps" Thanks! [When do you need this by?]: 08-07-2018
08-09-2018 @ 08:40 am	5824	Dispatch (CAD) Reports	[Description:]: We do not have any CAD reports from dispatch in RMS since 6/11/2018. [When do you need this by?]:
08-09-2018 @ 09:22 am	5825	Press Release- Community Budget Meeting	[Description:]: Please post on the website. [When do you need this by?]: 08-09-2018

City of Alamosa: Brandon
 All Tickets Last Month (68 items)
 Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-09-2018 @ 09:26 am	5826	Press Release-Movie Night at the Library	[Description:]: Please post on the website. [When do you need this by?]: 08-09-2018
08-09-2018 @ 04:15 pm	5827	Ch. 10 Update	[Description:]: Thx! [When do you need this by?]:
08-10-2018 @ 02:36 am	5828	Camera in vehicle 21	[Description:]: My patrol unit was at city shops for the weekend getting repairs. While it was there they were having issues with the dashcam not turning off. City shops had to unplug the camera so it would not drain the battery. They told me to get with you guys to reconnect the camera. The vehicle will be at the PD today (08/10/18). Thank you. [When do you need this by?]: 08-10-2018
08-11-2018 @ 09:25 pm	5829	IN CAR CAMERA CAR 4	[Description:]: THE IN CAR CAMERA IN CAR 4 IS NOT SYNCING YET AND I HAVE NOTICED THE A COUPLE OF OFFICERS ARE. NOT SURE IF IT IS VUVAULT OR MY CAMERA. I HAVE SOME VIDEOS ON THERE THAT I NEEDED IF IT CAN BE LOOKED AT SOON. THANKS IN ADVANCE. EVAN LOPEZ [When do you need this by?]: ASAP
08-13-2018 @ 08:13 am	5830	Video Recording	[Description:]: Hello, when you have sometime can you please train Desiree on how to use the video recorder for the artist interviews on Sept. 7? Thank you! [When do you need this by?]: 08-13-2018
08-13-2018 @ 10:13 am	5831	Friday Updates	[Description:]: Brandon, Please post this new Friday Update for 8/10/18 which has an updated calender. Thanks! [When do you need this by?]: 08-13-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-13-2018 @ 01:39 pm	5832	Urgent! RFP and Supporting docs on the city website	[Description:]: Hey guys, After waiting two weeks for feedback, the RFP is finally green-lighted, and going out TODAY! The first attachment is the RFP, and the second two are supporting attachments. Can we put this on the website under public bids? Thanks a mil. Really sorry for the short notice. Caught me off guard too. Let me know if I can do anything to help! [When do you need this by?]: 08-13-2018
08-13-2018 @ 04:06 pm	5833	Web Page Update	[Description:]: The drop-down under "I want to..." on the front page of the web site does not have a link to City Planning. [When do you need this by?]: 08-17-2018
08-13-2018 @ 04:45 pm	5834	Planning Web Page	[Description:]: Can you add the Sign Permit Application from the Building Dept. page to the Applications and Forms drop-down on the Planning Page? [When do you need this by?]: 08-17-2018
08-14-2018 @ 08:19 am	5835	Taylor Hogan	[Description:]: Needs ID Badge and network/email account. New Cashier at the Rec Center. She will be here at 8:30 today for ID Badge. [When do you need this by?]: 08-14-2018
08-14-2018 @ 08:48 am	5836	Press Release Healthcare Sector Partnership Scholarship	[Description:]: Please post on the website. Thank you! [When do you need this by?]: 08-14-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-14-2018 @ 10:27 am	5837	HPAC Meeting Tonight	[Description:]: There's a meeting tonight, could you please make sure the sound is working? Thanks! [When do you need this by?]: 08/14/18
08-14-2018 @ 11:49 am	5838	Downtown Plan Web Page	[Description:]: Is it possible to set up individual pages for the downtown plan and Alamosa Ranch? [When do you need this by?]: 08-17-2018
08-14-2018 @ 01:24 pm	5839	COURTROOM PHONE	[Description:]: PLEASE MAKE SURE PHONE IS PROPERLY CONNECTED. WE JUST ADDED A DEFENDANT TO BE HEARD BY PHONE CONFERENCE [When do you need this by?]: ASAP
08-14-2018 @ 01:41 pm	5840	Urgent: John's CPU won't power on	[Description:]: John's CPU powered off while he was using it and he cannot get it to turn back on. Monitor did not lose power. [When do you need this by?]:
08-14-2018 @ 03:36 pm	5841	Post RFQ	[Description:]: Please post RFQ to City Website Public Bids. [When do you need this by?]: 08-15-2018
08-15-2018 @ 01:47 pm	5842	For Website Proposed 2019 Budget Presentation & Comment Section	[Description:]: Morning, Can we please get these documents put on the website put on the website under the finance page? One link can say "2019 Draft Budget" and "2019 Draft Budget Presentation" We also need a comment box where citizens can ask questions or submit feedback, please have these go to Heather's email. [When do you need this by?]: 08-15-2018

City of Alamosa: Brandon
 All Tickets Last Month (68 items)
 Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-15-2018 @ 01:48 pm	5843	Press Release- Blanca Vista Dog Park	[Description:]: Please post on website under press release tile it "Blanca Vista Dog Par Grand Opening". Thank you! [When do you need this by?]: 08-15-2018
08-16-2018 @ 08:15 am	5844	Exterior Restroom Lock	[Description:]: Exterior restrooms are not unlocking. When attempted with Key fob the light indicator flashes red. [When do you need this by?]: 08-17-2018
08-16-2018 @ 01:07 pm	5845	Update Recycle Flyer	[Description:]: Hey guys, Here is the updated flyer for the recycle center. https://cityofalamosa.org/finditfast/ Dispose Of... Recyclables Thanks! D [When do you need this by?]: 08-24-2018
08-17-2018 @ 09:26 am	5846	Computer monitors	[Description:]: There are two children PC monitors that will not turn on. This has been going on awhile. I have managed to get them to turn on in the past but now I cannot get them to turn on. Every morning the screen is black on two children PCs. Any chance we can replace those monitors? Thank you. [When do you need this by?]:
08-17-2018 @ 10:47 am	5847	in car camera not working properly	[When do you need this by?]:
08-17-2018 @ 11:04 am	5848	Message received when using 'Home' pages	[Description:]: See attached [When do you need this by?]: 08-17-2018
08-20-2018 @ 08:23 am	5849	Rec Pro Error	[When do you need this by?]:

City of Alamosa: Brandon
 All Tickets Last Month (68 items)
 Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-20-2018 @ 09:05 am	5850	Recycling Flyer Update #2	[Description:]: Hey guys, Stupid me.... I had a mistake on the recycling center flyer I had you update last week. The corrected version is attached. Here is the updated flyer for the recycle center. I'm REALLY sorry to make you do this again! https://cityofalamosa.org/finditfast/ Dispose Of... Recyclables Also, please replace the link under https://cityofalamosa.org/finditfast/ Learn About... Recycling [When do you need this by?]: 08-24-2018
08-20-2018 @ 11:03 am	5851	scanner computer stuff	[Description:]: Working on suggestions from Gobins. [When do you need this by?]: 08-24-2018
08-20-2018 @ 12:16 pm	5852	Press Releases	[Description:]: Please post on the website. Thank you! [When do you need this by?]: 08-20-2018
08-20-2018 @ 02:04 pm	5853	Press Release Weekends on the Rio	[Description:]: Please post on the website. [When do you need this by?]: 08-20-2018
08-20-2018 @ 03:31 pm	5854	For ArtScape Web Page	[Description:]: Please update web page with new information on the front page. Thank you! [When do you need this by?]: 08-20-2018
08-21-2018 @ 01:00 pm	5855	Laserfische	[Description:]: I need to install Laserfische on my computer and both Jes and I need access to it. [When do you need this by?]: 08-21-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-22-2018 @ 09:03 am	5856	Rec Public Camera 7 is out	[Description:]: Camera in the cardio room is offline. Appears black but looks like its recording. I tried rebooting, but there was no change. [When do you need this by?]:
08-23-2018 @ 10:15 am	5857	Software installation	[Description:]: I need to install a pump training software on the lap top in the training room. [When do you need this by?]: 08-31-2018
08-24-2018 @ 05:08 am	5858	Dash Cam - Car 3	[Description:]: All the interior strobing lights on the mirror unit on car #3 are continuously strobing... and it does not appear there are any recent uploads from the dash camera. Body cam (#3) appears to be working fine. Thanks. [When do you need this by?]: 08-29-2018
08-24-2018 @ 08:28 am	5859	Reset Email Password	[Description:]: I'm kicked out of my email. Can you please reset my password, please? I was able to login in to the network though. Thank you. [When do you need this by?]: 08-24-2018
08-24-2018 @ 09:57 am	5860	Planning Web Page	[Description:]: Please add the attached Downtown Design Plan page to the Planning web page. Also can we make the "Special Projects" drop-down a list on the opening page without clicking the drop-down? Thanks. [When do you need this by?]:
08-24-2018 @ 02:51 pm	5861	Rec Pro for Jeremy's computer	[Description:]: Jeremy's computer # is 1229. I'll set him up with login info. Thank you! [When do you need this by?]:

City of Alamosa: Brandon
 All Tickets Last Month (68 items)
 Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-24-2018 @ 03:01 pm	5862	Access to City Hall's side door	[Description:]: May I have access to City Hall's side door, please? I visit almost daily. Thank you! [When do you need this by?]:
08-27-2018 @ 09:05 am	5863	Every Breath You Take....I'll be watching you	[Description:]: We need to get Des trained on the IT video camera before September 5th. [When do you need this by?]: 09-05-2018
08-27-2018 @ 09:11 am	5864	Video Recorder	[Description:]: Hello, We will need the video recorder for September 6-7 for artist interviews. Thanks. [When do you need this by?]: 09-06-2018
08-27-2018 @ 09:29 am	5865	Makenna Canty	[Description:]: Please deactivate Makenna's email and network user account [When do you need this by?]: 08-27-2018
08-27-2018 @ 09:33 am	5866	URGENT- Comment Section for Downtown Plan and Ranch Plan	[Description:]: Where on the website is the comment section for citizens to give feedback on the two plans that are being worked on? There is a meeting on Wednesday 8/29 and Heather wants me to do a social media post for people to get their comments in before then. [When do you need this by?]: 08-27-2018
08-27-2018 @ 02:43 pm	5867	Press Release Art Festival	[Description:]: Please post on the website. Thank you! [When do you need this by?]: 08-27-2018
08-27-2018 @ 03:07 pm	5868	Website	[Description:]: Hello, Could we get Water Conservation under Find It Fast on the website changed to Water Smarts? Thank you. [When do you need this by?]: 08-27-2018

City of Alamosa: Brandon
 All Tickets Last Month (68 items)
 Generated on Sep 05, 2018 @ 09:18 am

Create Date	Ticket #	Summary	Description
08-27-2018 @ 04:05 pm	5869	For Website	[Description:]: Hello, can we please get the new vision, mission statement, and values put on the website. It looks like right now it's only under councils department but could get it added to the City Managers as well? Thanks. [When do you need this by?]: 08-27-2018
08-28-2018 @ 02:31 pm	5870	No Printing from PDF Viewer	[Description:]: I try to print from the PDF viewer and the plotter flashes and kills the plot. Same file prints from Deacon's computer. Can you reinstall my printer drivers. [When do you need this by?]: 08-28-2018
08-29-2018 @ 11:04 am	5871	Press Releases	[Description:]: Please post on the website. Thank you. [When do you need this by?]: 08-29-2018
08-29-2018 @ 11:31 am	5872	Network Login and Email for Robert Pickett	[Description:]: With the ice rink gearing up, can Rob get a network ID and email, please? Thank you. [When do you need this by?]: 09-17-2018
08-29-2018 @ 02:11 pm	5873	Add Document to Bids Tab on Website	[Description:]: Hey guys, Would you please add this document to the Public Bids tab underneath all of the RFP for the Water Efficiency Plan docs? Thanks! Deacon [When do you need this by?]: 08-29-2018
08-30-2018 @ 11:30 am	5874	Ranch Page Update	[Description:]: Can you change the "Alternatives Maps" quick link to 'Use Area Map" and post the attached image. [When do you need this by?]: 08-31-2018

City of Alamosa: Brandon
All Tickets Last Month (68 items)
Generated on Sep 05, 2018 @ 09:18 am

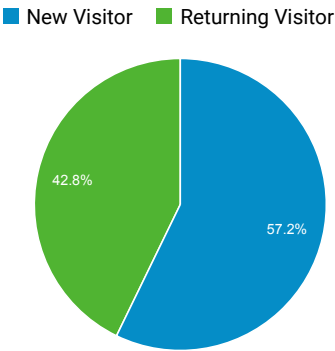
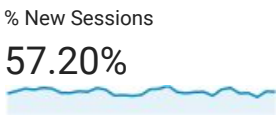
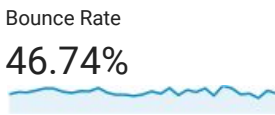
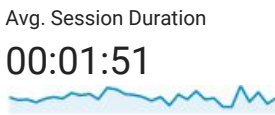
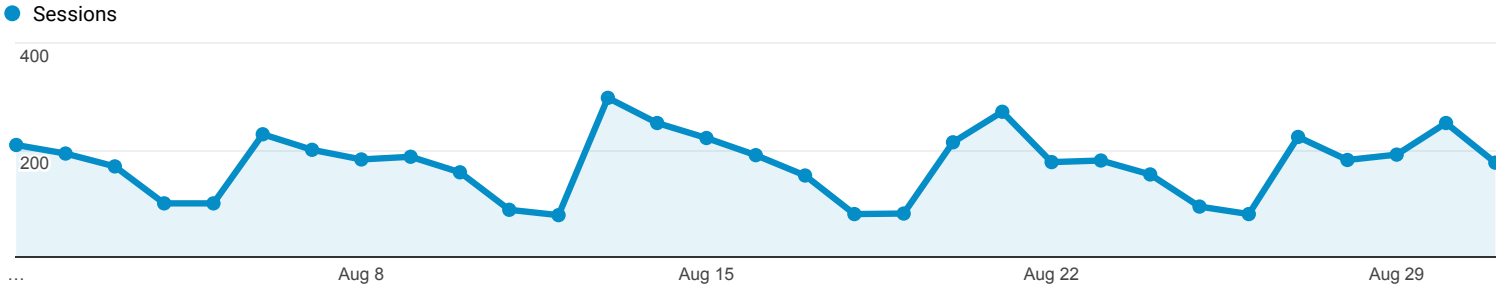
Create Date	Ticket #	Summary	Description
08-30-2018 @ 11:59 am	5875	Locate Fiber at Rec Center	Locate south west leg of fiber from road to edge of parking lot.
08-30-2018 @ 01:57 pm	5876	Press Releases Library Events	[Description:]: Hello, please post on the website. Thanks. [When do you need this by?]: 08-30-2018

Audience Overview

All Users
100.00% Sessions

Aug 1, 2018 - Aug 31, 2018

Overview



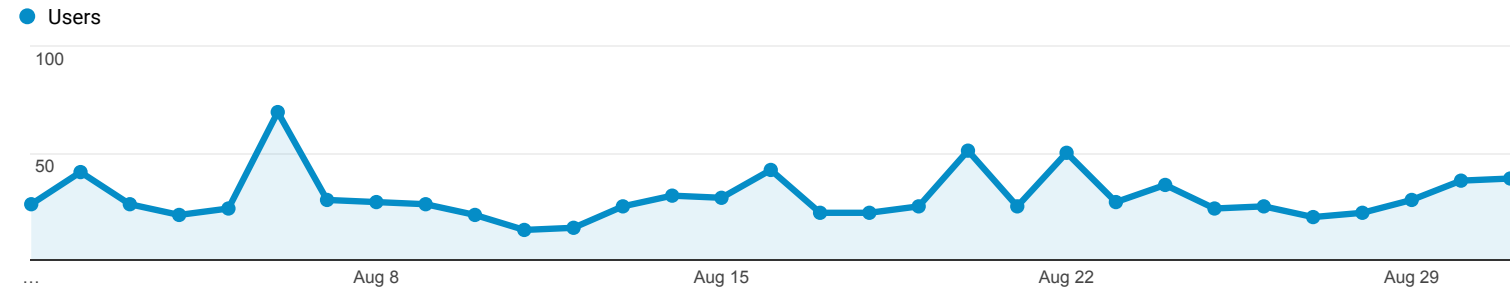
Language	Sessions	% Sessions
1. en-us	5,082	94.87%
2. fr	136	2.54%
3. fr-fr	57	1.06%
4. en-gb	23	0.43%
5. ko	14	0.26%
6. c	4	0.07%
7. es-419	4	0.07%
8. es-xl	4	0.07%
9. en-ca	3	0.06%
10. es-us	3	0.06%

Audience Overview

All Users
100.00% Users

Aug 1, 2018 - Aug 31, 2018

Overview



Users

739

New Users

597

Sessions

1,001

Number of Sessions per User

1.35

Pageviews

2,232

Pages / Session

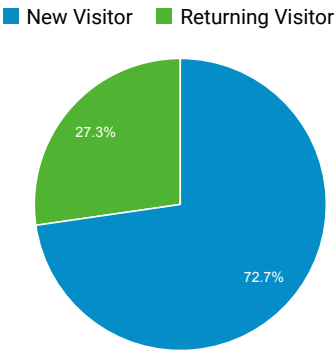
2.23

Avg. Session Duration

00:01:28

Bounce Rate

59.14%



Language		Users	% Users
1.	en-us	603	81.60%
2.	fr	118	15.97%
3.	en-gb	3	0.41%
4.	fi-fi	3	0.41%
5.	es-es	2	0.27%
6.	es-mx	2	0.27%
7.	en	1	0.14%
8.	en-ca	1	0.14%
9.	en-in	1	0.14%
10.	es-419	1	0.14%



Device Activity Report

Report Generation Info

Created Date:

9/5/2018 9:22 AM

Created By:

bgallegos

Machine Name:

PC1186

	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
Total	1571	100%	35	2%	264	17%	1257	80%	7	0%	6	0%	2	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
AGARCIA	177	11%	3	2%	0	0%	174	98%	0	0%	0	0%	0	0%
HEREDIA	156	10%	0	0%	0	0%	156	100%	0	0%	0	0%	0	0%
PICHON	99	6%	3	3%	0	0%	96	97%	0	0%	0	0%	0	0%
BERTSCH	89	6%	1	1%	0	0%	88	99%	0	0%	0	0%	0	0%
KINDSCHUH	84	5%	6	7%	0	0%	78	93%	0	0%	0	0%	0	0%
NORTHROP	80	5%	0	0%	0	0%	80	100%	0	0%	0	0%	0	0%
EARLS	80	5%	0	0%	0	0%	80	100%	0	0%	0	0%	0	0%
LOPEZ	79	5%	2	3%	0	0%	77	97%	0	0%	0	0%	0	0%
Car Unit 10	76	5%	0	0%	60	79%	16	21%	0	0%	0	0%	0	0%
HADLEY	71	5%	1	1%	0	0%	70	99%	0	0%	0	0%	0	0%
SQUIRES	63	4%	0	0%	0	0%	63	100%	0	0%	0	0%	0	0%
Car Unit 17	60	4%	0	0%	44	73%	16	27%	0	0%	0	0%	0	0%
KHOKHETKHAM	60	4%	4	7%	0	0%	56	93%	0	0%	0	0%	0	0%
DECKER	48	3%	2	4%	0	0%	46	96%	0	0%	0	0%	0	0%
Car Unit 3	38	2%	0	0%	23	61%	9	24%	0	0%	4	11%	2	5%
KNAUER	36	2%	1	3%	0	0%	35	97%	0	0%	0	0%	0	0%
Car Unit 8	33	2%	0	0%	33	100%	0	0%	0	0%	0	0%	0	0%
Car Unit T1-13	25	2%	0	0%	12	48%	13	52%	0	0%	0	0%	0	0%
Car Unit 4	23	1%	0	0%	23	100%	0	0%	0	0%	0	0%	0	0%
Car Unit 2	21	1%	1	5%	16	76%	3	14%	1	5%	0	0%	0	0%
DOMINGUEZ	21	1%	2	10%	0	0%	19	90%	0	0%	0	0%	0	0%
Car Unit 15	20	1%	0	0%	18	90%	0	0%	2	10%	0	0%	0	0%
IGARCIA	20	1%	0	0%	0	0%	20	100%	0	0%	0	0%	0	0%
COULSON	20	1%	0	0%	0	0%	20	100%	0	0%	0	0%	0	0%
Car Unit T2-20	14	1%	0	0%	10	71%	3	21%	1	7%	0	0%	0	0%
Car Unit 16	12	1%	9	75%	1	8%	0	0%	0	0%	2	17%	0	0%
Car Unit 24	12	1%	0	0%	11	92%	1	8%	0	0%	0	0%	0	0%
VENEMAN	11	1%	0	0%	0	0%	11	100%	0	0%	0	0%	0	0%
Car Unit 21	9	1%	0	0%	3	33%	6	67%	0	0%	0	0%	0	0%
Car Unit 14	9	1%	0	0%	4	44%	5	56%	0	0%	0	0%	0	0%
Car Unit 19	5	0%	0	0%	3	60%	2	40%	0	0%	0	0%	0	0%
Car Unit 18	5	0%	0	0%	0	0%	2	40%	3	60%	0	0%	0	0%
RUSSELL	4	0%	0	0%	0	0%	4	100%	0	0%	0	0%	0	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
Car Unit 23	3	0%	0	0%	2	67%	1	33%	0	0%	0	0%	0	0%
ROGERS	3	0%	0	0%	0	0%	3	100%	0	0%	0	0%	0	0%
SPA NGLER	2	0%	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
Car Unit 6	1	0%	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%
COOPER	1	0%	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%
DORDAN	1	0%	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%

**City Clerk/Municipal Court
Monthly Report
August 2018**

Prepared and distributed 12 birthday cards.

LIQUOR:

- Liquor License Renewals:
 - o Chief Liquor
 - o Terry's Liquor
 - o Rubi Slipper
 - o Knights of Columbus
 - o Bank Shot
 - o City Market
- Liquor License Inspections
 - o Terry's Liquor
 - o Chief Liquor
 - o Bank Shot
 - o Chili's
 - o City Market
- Special Events Permits:
 - o Chamber of Commerce
 - o Elks
- Hosted/held Department of Revenue (DOR) Liquor Licensee Training at City Hall

SECURITY SERVICES:

- Paragon Systems, Inc. New application

COURT:

- Met with City Prosecutor, Desiree Cordova, and PD to discuss processes of subpoenas and notices of trials.
- Attended webinar meeting related to access to Municipal Court records.

TRAINING:

- Attended DOR Liquor Enforcement Division Training in Colorado Springs
- Attended Laserfiche Training held at City Hall
- Attended webinar for Laserfiche

OTHER:

- Attended bi-weekly meetings with Mayor and City Manager.
- Attended weekly Leadership Team meetings.
- Attended Regular Council meetings and Work Sessions.
- Attended Council Retreat.
- Attended Employee BBQ.
- Attended PIO Committee meeting.
- Attended Public Budget meeting.
- Met with Councilor Broyles for regular monthly meeting.
- Met with Councilor Daniel for regular monthly meeting.
- Met with Councilor Hensley for regular monthly meeting.
- Met with Mayor Coleman for regular monthly meeting.
- Held regular Department meeting with staff.

CITY OF ALAMOSA

Page: 1

Report For August 1, 2018 Thru August 31, 2018 FILEDST

Violations by Filed Date...

TRAFFIC	19	
PARKING	3	
CITY ORDINANCE	27	
Total Filed Violations		49

Completed Cases...

Paid Fine...

TRAFFIC	40	
PARKING	3	
CITY ORDINANCE	3	
Total Paid Fines		46

Before Judge...

TRAFFIC	2	
PARKING	8	
CITY ORDINANCE	9	
Total Before Judge		19
Total Completed		65

Other Completed...

DISMISSED AFTER DEFERRED

TRAFFIC	5	
PARKING	0	
CITY ORDINANCE	3	
Total		8

DISMISSED BY JUDGE

TRAFFIC	0	
PARKING	0	
CITY ORDINANCE	1	
Total		1

COMPLIANCE DISMISSAL

TRAFFIC	0	
PARKING	0	
CITY ORDINANCE	1	
Total		1

DISMISSED BY PROSECUTOR

TRAFFIC	1	
PARKING	0	
CITY ORDINANCE	3	
Total		4

Total Other Completed		14
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CITY OF ALAMOSA

Page: 2

Report For August 1, 2018 Thru August 31, 2018 FILEDST

Grand Total Completed 79

Net Difference Filed/Complete 30-

Warrants...

Issued...

TRAFFIC	1	
PARKING	0	
CITY ORDINANCE	46	
Total Violations		47
Total Warrants Issued		47

Cleared...

TRAFFIC	10	
PARKING	8	
CITY ORDINANCE	100	
Total Violations		118
Total Warrants Cleared		111

Change in Total Warrants 64-

Other Paid Cases...

Paid Fine...

Total Other Paid Fines 37

FINE FINE	\$7,189.81
VA VICTIMS ASSISTANCE	\$270.57
CCOST COURT COSTS	\$746.43
PD SUR PD SURCHARGE	\$1,350.00
TP SERVICE CHARGE	\$191.30
LATE LATE FEE	\$45.89
WF WARRANT FEE	\$200.00
DEFER DEFERRED FEE	\$150.00
REST RESTITUTION	\$595.00
OJW OUTSTANDING JUDGMENT WAR	\$30.00
BF BOND FORFEITURE	\$80.00

Total Fees/Fines Paid \$10,849.00

HUMAN RESOURCES MONTHLY REPORT

August 2018

New Employees:

Germaine Duran	Sports Official	Parks and Rec
Ryan Hunter	WWW Tech I	PW-Water Dept
Ryan Veneman	Police Officer	Police Dept
Jenessa Ward	Sports Official	Parks and Rec
Manuelita Casias	Sports Official	Parks and Rec

Exiting Employees:

Katelyn Gillen	Cashier	Parks and Rec
Apryl Behrens	Cashier	Parks and Rec
Dana Knauer	Police Officer	Police Dept
Duane Oakes	Chief of Police	Police Dept

Workers Compensation:

New filings: 1
Open claims: 1



Alamosa Police Department

August 2018 Month End Report

Part 1 Crime Category	Jun-18	Jul-18	Aug-18	Aug-17	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	0	0	0
Sexual Assaults	0	3	1	1	0	10
Robbery	2	0	1	1	0	8
Aggravated Assault	0	1	1	1	0	8
Total Violent Crimes	2	4	3	3	0	26
Part 1 Property Crimes						
Burglary	3	9	4	8	-4	54
Larceny	42	35	55	60	-5	334
Vehicle Theft	2	3	3	0	3	17
Total Property Crimes	47	47	62	68	-6	405
Total Part 1 Crimes	49	51	65	71	-6	431
Miscellaneous Offenses						
Domestic Violence	6	5	8	14	-6	49
Simple Assault	3	4	3	16	-13	29
Drug Related	9	11	12	22	-10	70
Liquor Laws	0	1	2	8	-6	17
Harassment	10	7	8	23	-15	69
DUI/DWAI/DUID	9	3	9	6	3	50
Arson	0	0	0	0	0	4
Traffic Related						
Traffic Accidents	33	25	42	33	9	253
Fatal	0	0	0	0	0	0
Injury	6	1	9	1	8	38
Property Damage	27	24	33	32	1	215
Community Service Ofc						
Dogs picked up	5	7	6	13	-7	53
Animal Bites	2	2	0	6	-6	12
Barking Dog Complaints	0	3	1	2	-1	9
Wildlife Calls	4	9	6	30	-24	53
Weed/Trash Removal	49	35	36	197	-161	123
Snow Removal	0	0	0	0	0	1
Towed Vehicles	0	0	1	2	-1	2
Red Tagged Vehicles	3	10	4	9	-5	36
Summons Issued	4	2	2	5	-3	56
Calls for Service	117	126	101	228	-127	953

Submitted by: Ken Anderson, Interim Chief of Police



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>August</u>	<u>Total 2018</u>	<u>Total 2017</u>
Graves opened & closed	5	36	35
Graves set up services	5	36	35
Graves raised to grade	30	89	100
Cemetery single spaces sold	9	36	28
Stones leveled	72	133	48
Columbarium Niches sold	0	0	1
Disinterment	0	0	0

- **Tree Related Activities**

	<u>August</u>	<u>Total 2018</u>	<u>Total 2017</u>
Trees Pruned/Trimmed	25	176	113
Tress Planted	0	29	23
Trees Removed	4	20	0
Trees Moved	0	0	7

- **Park Activities**

Worked accomplished:

- Parks
 - Weekly check and maintenance of play equipment; get playground log and spraying log up to date
 - Daily trash pickup of parks, cemetery, and ranch
 - Clean pavilions and BBQs
 - Mow parks and cemetery
 - Put up split rail fences
- Disc Golf
 - Put up signs
- Dog park
 - Trim and put up split rail fence
- Fairgrounds
 - Drag fairgrounds
- Zapata Park
 - Work on bathrooms
- Other
 - Funerals and grave digging, locates for public and stone setters, raise graves and level head stones, mow and trim, and work on cemetery records
 - Raise and lower flags
 - Stage set ups and banners
 - Set up for Mud Run, Beat the Heat, and Early Iron
 - Haul poly carts for special events
 - Mow Hwy 17 and spray 6th St. weeds
 - Service all equipment and repair mowers
 - Trim weeds on city properties and prune trees

- Stage set ups and maintenance on stage
- Repair irrigation and maintenance on sprayers
- Holes dug for fireworks

Spring/Summer Activities Guide

Check out our activities guide for all the upcoming spring and summer events and programs. Our Facebook page - City of Alamosa Activities - is another great way to be informed of updates.

SPORTS & ACTIVITIES

Adult Sports

- **Men's Basketball:** Team registration will be open from September 24th-October 22nd. Team fees are TBA and player fees are \$30/player. The captains meeting will take place on September 18th at 5:30pm.

Youth Sports

- **Youth Basketball:** Registration goes from August 1st-October 1st for 1st-6th graders for \$20. Games are set to begin in late October.
- **Youth Ice Hockey:** Registration goes from August 1st-November 26th for Ages 5-13 for \$45. The equipment fitting is scheduled for November 26th at 5:30 pm where a \$25 cash or check deposit is required for hockey equipment. Games are set to begin in early January.
- **Youth Volleyball:** Registration goes from August 1st-January 21st for 2nd-6th graders for \$20. Games are scheduled for late February.
- **High Altitude Challenge:** Kids 13 and under are invited to join this cross-country style running series. Event is free. Races are Wednesdays at 4:30PM at the AFRC on September 5, 12, and 19.
- **NEW- Youth Sand Volleyball Clinic:** Bring the kids out for a fun, new experience in Sand Volleyball. Boys and Girls ages 7 - 14 will be directed in this clinic-style program, focusing on the fundamentals of sand volleyball and having fun. Participant Registration Deadline is Sept 8; cost is \$10. Clinic sessions are Sunday afternoons, 2pm-3pm, September 9th - September 30th @ the Carroll Park Sand Volleyball Courts.
- Park Sand Volleyball Courts.

RECREATION CENTER HOURS

May 1 - October 31

Monday – Thursday: 6am – 9pm

Friday: 6am – 6pm

Saturday: 7am – 3pm

Sunday: CLOSED

November 1 - April 30

Monday – Thursday: 6am – 10pm

Friday: 6am – 6pm

Saturday: 7am – 6pm

Sunday: 12pm – 6pm

Rec Center Revenue

	August		July		June		May	
	2018	2017	2018	2017	2018	2017	2018	2017
Courses	\$4,197.00	\$8,680.00	\$5,354.00	\$3,707.00	\$3,980.00	\$3,781.00	\$26,678.00	\$27,348.50
Facility Rentals	\$1,950.00	\$1,187.33	\$5,057.48	\$1,351.20	\$1,909.50	\$1,691.00	\$1,625.00	\$1,699.00
Membership	\$4,776.98	\$5,731.15	\$3,693.29	\$4,167.33	\$5,408.90	\$3,836.70	\$5,151.92	\$6,731.61
Merchandise	\$7,398.68	\$2,491.53	\$5,105.55	\$6,927.27	\$8,292.99	\$6,290.80	\$4,282.61	\$5,850.65
Total	\$18,322.66	\$18,090.01	\$19,210.32	\$16,152.80	\$19,591.39	\$15,599.50	\$39,755.53	\$41,629.76

Rec Center Door Count

January 2018 36,068
 February 2018 22,859
 March 2018 21,848
 April 2018 17,721
 May 2018 15,810
 June 2018 32,845
 July 2018 15,958
 August 2018 13,109

Average per Month: 22,027

January 2017 29,114
 February 2017 22,218
 March 2017 16,985
 April 2017 11,967
 May 2017 14,574
 June 2017 24,041
 July 2017 16,384
 August 2017 13,277
 September 2017 13,665
 October 2017 17,111
 November 2017 21,042
 December 2017 19,654

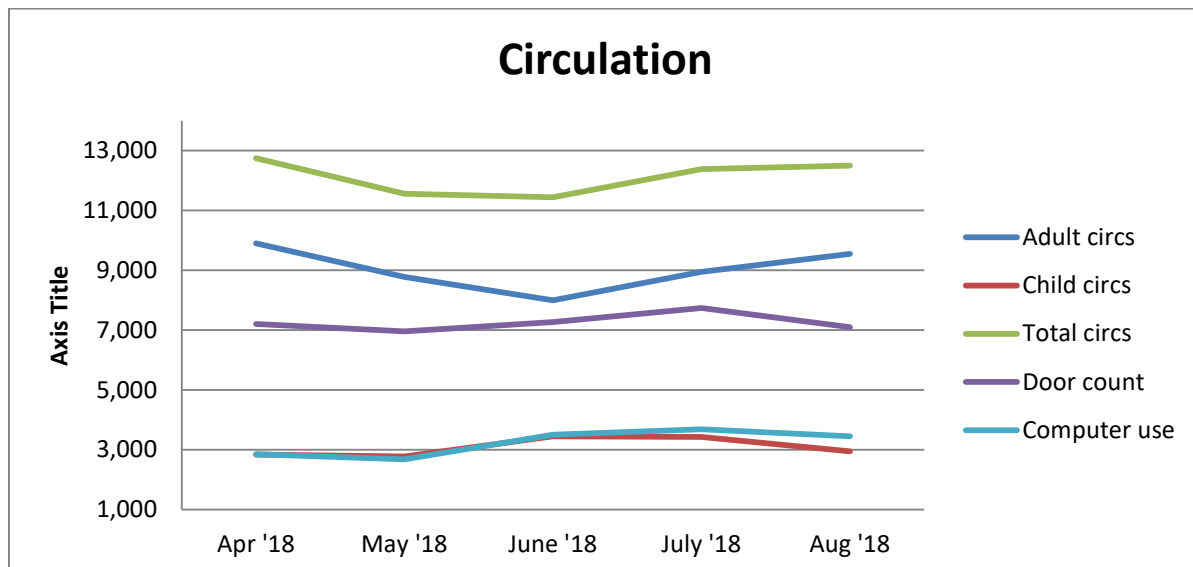
Average per Month: 16,669

Library Manager Report – August 2018

Library Stats

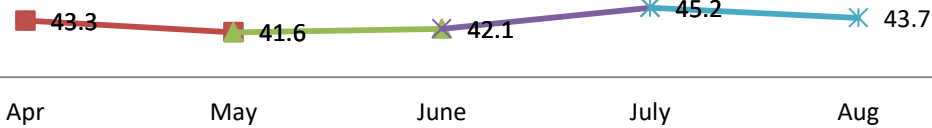
Website Counter					
	August	July	June	May	April
Pageviews	2,232	2,405	2,730	2,296	2,107
Sessions	1,001	1,006	1,225	1,117	958
1 st Time Visitors	597	539	748	658	367
Returning Visitors	142	147	140	136	213

MONTHLY	STATISTICS	SUMMARY			
	August	July	June	May	April
Adult Circs	9,552	8,951	7,992	8,827	8,777
Child Circs	2,947	3,434	3,452	2,584	2,777
Total Circs	12,499	12,385	11,444	11,411	11,554
Hours Open	286	274	272	274	267
Circs per hour	43.7	45.2	42.1	41.6	43.3
CLC Circs	2,213	2,123	2,062	2,030	2,011
Door Count	7,096	7,742	7,274	6,560	6,959
Computer Use	3,453	3,684	3,508	2,892	2,679
Aspen e-books	198	228	161	160	162
TumbleBooks	4	6	2	2	16
FindIT CO Queries	10	15	58	65	24



Average Hourly Circulation

◆ Apr ■ May ▲ June ✕ July ✱ Aug



Collection Development:

August: Staff added 372 new materials to the library collection: 289 books, 52 magazines, 15 audiobooks, and 16 DVDs. This process includes purchasing, cataloging, and material processing. 3,413 items were discarded.

Staff announcements.

August: Volunteers: We had a total of 238.5 volunteer hours this month. Patty Campbell and Leroy Espinoza, our faithful volunteers, work in the staff room doing miscellaneous jobs. Teen volunteers worked a total of 23.5 hours at the last Summer Reading Program. Our SER National (Service, Employment, Redevelopment) Senior Trainee worked 95 hours with us. Bobbie Chapman, volunteer here from Arizona, worked 75 hours. A new volunteer started August 15th. Jane Trujillo is working with Patty Campbell. Patty, being a member of the Friends of the Library, agreed to train new volunteers as part of a project formed by Friends of the Library. These volunteers have been a tremendous help with 'Weeding' our library collection which had not been done since 2014.

Community Involvement



- Of 16 "Storytime To Go Kits", we have had 112 checkouts between August 2017 and August 2018.



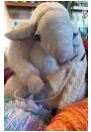
- **August:** There are 67 children signed up for our Planting Seeds, 1,000 books program. In this program, as each child reads 100 books, they receive 1 free book. Three children/parents have completed the program.



- **August:** Family, Friends and Neighbors program - 24 caregivers are signed up and all received Early Literacy Kits containing EL books, music, toys. The Kits were provided by the Growing Readers Together Grant.



- **August:** Movie Night “Sherlock Gnomes” - Garden gnomes, Gnomeo & Juliet, recruit renowned detective Sherlock Gnomes to investigate the mysterious disappearance of other garden ornaments. We had 27 attend the showing August 17, 2018



- The local Fiber group met in the Story Room. Usual attendance is 10-15 fiber enthusiasts. The group knits, weaves, spins, and crafts all things fiber. They share and teach each other new techniques and ideas. Planning for charity projects or events is also done at these meetings. The next meeting will be September 12, 2018. We welcome anyone interested in any type of fiber arts.



- Nancy Wilkie, a physical therapist working with Blue Peaks Early Intervention Program, meets in the library to meet with parents and their children in the program (birth to age 3) because the library provides a safe environment when they cannot meet with them in their homes and also introduces them to the value of a community library.



Children's Garden
EARLY LEARNING CENTER
Jardín De Los Niños

- day care center has been utilizing the Story room on early release Wednesdays for their school age group to occupy their time after school. They come in and use some of our building blocks and other manipulates as well as read books.



- The Historic Preservation Advisory Committee meets the second Tuesday each month in the Local History Room.



- “Nurturing Parents”, which is part of the Migrant & Seasonal Head Start Child Development Services, meet in our Story room every Wednesday. Holly interacts with them, encouraging early literacy activities.
- The People First group, persons with disabilities in the San Luis Valley, meets weekly, Sunday afternoons, in our Local History room.

- **SLV Playdates “Baby Time”:** The Library is hosting Lisa Clark, coordinator of this group, for a weekly ‘Baby Time’ informal meet-up in the Story Room every Monday at 11:00 a.m. SLV Play Dates group member Hannah Pietsch will help in organizing the group each week. Parents bring their infant and join other SLV families for an informal get-together! It is a special time for reading, singing, motor skill development, and socialization! In August 40 parents and babies attended.



- **August:** 125 children and parents attended the last Summer Reading Program. There were no other storytimes in August. It is our time to catch up.



- **August:** San Luis Valley Origami workshop at the library was August 11, 2018 with 7 participants. The next workshop is scheduled for September 15, 2018.



- 7 Little Free Libraries in Alamosa are sponsored by the Alamosa Public Library and the Friends of the Library. Each of these has different stewards that maintain the structure and keep them supplied with books, donated by Friends of the Library.

#8!!! We have a new Little Free Library at the Alamosa Boys & Girls Club which was installed by ‘KABOOM’ who built another playground for us in Alamosa. The Club was contacted to let them know that Friends of the Library is willing to supply books when needed.

There is also a Little Free Library in Mosca at the ‘Pit Stop’, sponsored and stewarded by Jenene Holcomb from the Sangre DeCristo School and the owner of the Pit Stop.

August: Stewardship for LFL at:

Food Bank – WCC added 65 books; **La Puente** – FOL (Friends of the Library) refilled with 50 books; **Zapata Park** –Jan Oen & Don Thompson refilled with 15 books; **Senior Center** – KREBS 0 books; **Nancy Cutters Office** (Optimist) – no changes; **SLV Immigrant Resource Center** (Optimist) – no changes
Cole Park (library staff) we refilled with 40 books.



Friends of Alamosa Public Library

- The August Book Sale proceeds were \$503.25
- The Friends are collecting donations for the next book sale, October 6, 2018.
- Membership of Friends of the Library is now at 52 members.
- Friend’s meeting was August 21, 2018 with 8 members in attendance. Next scheduled meeting is September 18, 2018.

- The manager of the Narrow Gauge COOP bookstore attended the July meeting and asked about a partnership with FOL to be able to sell books that are donated to the store for \$1 each that cannot be priced higher than that. These books would reside on a cart outside the store and promote the FOL. All monies raised by the sale of these books would go to the FOL.
Cole Park (library staff) we refilled with 35 books. We are currently repainting and repairing this LFL.

Children's Services Monthly Report

2018

Monthly Overview – August was busy in a different way than the past few months! Without Summer Reading events every week and with a break from Storytime for the month, I was able to focus on Collection Development and growing community partnerships! I've finally been able to add some FFN to our roster and give away more Spanish FFN kits!

Storytime - As in previous years, Storytime was put on hold for the month of August. Not only are many families out of town towards the end of summer, but it also allowed more time for weeding the Children's Section and Collection Development – a big undertaking!

Special Events

DATE	EVENT	PARTICIPATION
8/1/18	Final SRP Event -	90k; 35a;125t
8/6/18	SLV Play Dates – Baby Time	11k; 4a; 15t
8/13/18	SLV Play Dates – Baby Time	4k; 4a; 8t
8/20/18	SLV Play Dates – Baby Time	4k;4a; 8t
8/27/18	SLV Play Dates- Baby Time	5k;4a;9t
TOTAL		165

Total Children's Services Visits for June: 165

SLV Playdates – Lisa Clark, coordinator of this group, was thinking of taking a break in August due to lack of participation. We discussed this on August 6th before the group arrived. Of course, she had her largest attendance to date that day! She has had a pretty consistent group since then.

Weeding and Collection Development – It has been a real team effort to go through our Children's Collection! Salai ran a report listing the titles of the Easy Fiction collection that have not been checked out in two years or more. Pat Garcia has been pulling these titles from the shelf, and I have been going through these books to decide which to continue to keep in circulation and which titles to discard. I've been checking for Core Collection titles in the books that are pulled, and have been creating a list of authors to feature on our Featured Authors display in the Children's Section in the hopes that this will encourage patrons to check out some excellent books and authors that have been overlooked in recent years.

This project has been wonderfully productive in helping me familiarize myself with what we have in circulation. It is inspiring my upcoming Storytime plans and will surely influence my monthly book orders! I'm learning to make decisions with a little less angst, and am finding this project very rewarding.

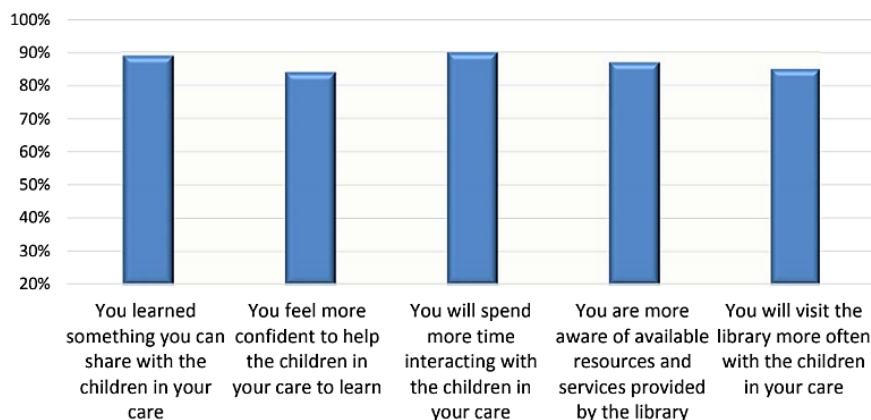
Growing Readers Together: GRT's fiscal closed this month, and they hosted a luncheon to present their data for the program's first two years. I did not attend, as the event was too far away, but my predecessor, the illustrious Becky Steenburg, was in attendance and brought us the lovely framed poster GRT presented to participating libraries. I was also sent the data, and it shows that GRT programs reached a lot of children and were helpful to FFN providers in many ways.

FAMILY, FRIEND AND NEIGHBOR DATA COLLECTION RESPONSES

Site Size Classification	Library Site	FFN Provider Survey	FFN Provider Interview	Brief Libraries Activities Form
medium rural	Alamosa Public Library	7	4	0
large urban	Aurora Public Library	1	1	0
medium rural	Burlington	5	4	0
medium rural	Canon City Public Library	5	2	23
small rural	Conejos Library District	19	6	0
medium rural	East Morgan County	8	2	9
medium rural	John C. Fremont Library District	3	2	0
small rural	La Veta Library	5	3	7
medium rural	Lamar Public Library	1	0	0
medium rural	Lincoln County Bookmobile	1	0	0
large urban	Pikes Peak Library District	10	5	14
small rural	Pines & Plains Libraries	5	3	12
large urban	Pueblo City-County Library District	13	11	5
small rural	Walsenburg (Spanish Peaks LD)	1	1	6
Total		84	44	76
Paper		70		
SurveyMonkey		14		

FAMILY, FRIEND AND NEIGHBOR SURVEY RESULTS

FFN Provider Library Interactions



with two parent educators from Child Development Services for Migrant & Seasonal Head Start who have been utilizing the Storyroom for Nurturing Parenting workshops. In talking with them about any potential FFN providers they may know from their work with families, I discovered that they are both FFN providers! They are both bilingual Spanish-English speakers, so they signed up with me right away and each took a kit. One woman also had her daughter sign-up, because she cares for her neighbors' children! I was thrilled!

Additionally, the Migrant Education program at Adams State responded to my email from June! They have staff for in-home visits for early intervention and education, and most of these families are Spanish speaking. I met with their Student Advocate and one of their Educational Recruiters who works with very young children, and they are excited to partner with us! I have already added two new FFN providers to our roster from my meeting with Reyna and Marisa. Of the ten Spanish FFN kits I had at the beginning of this month, I am down to two! I expect to put them in the hands of two new FFN providers by the end of September.

Even though our funding through the GRT grant has ended, I am hopeful that I can continue to foster community involvement and provide support for our FFN providers.

- Planting Seeds – We have 67 participants in our program, adding 4 this month! We are stocked with plenty of supplies to continue this worthwhile program.

Summer Reading Program: 181 registered readers, 74 completed levels

I can't believe we've arrived at the end of the Summer Reading Program! It was all-consuming in my first months here at the library, and now it's a little hard to let it go... I am really proud of what we put on for the SLV community, and cannot sing the praises of Cathy Zverev and our teen volunteers loud enough! Cathy was instrumental in planning our final bash (pun intended), as she created our Community Composition using a program on her computer and the music notes posted on the Story Room windows all summer! One of our teen volunteers, Danielle Daboll, also played the composition on the keyboard as the closing of our last event. We had a good turnout, and everyone seemed to enjoy the activities. Some of our registered readers even brought the instruments that they made at our kick-off event! Everyone received the last of their Read-for-Beads beads and we had our last "Thank You for Coming" raffle! I am also pleased that we came in under budget! Woohoo!

For next summer, I will be sure to have music playing and some outdoor games set up for those who arrive early. I want to make sure we have some kind of "get your wiggles out" routine pre-performance each week, and some kind of agreed-upon hand signal to help one another remember to be active listeners during performances. I think this will help all of the adults in attendance to understand the expectations and recruit them to help the children in the audience to meet those

expectations. I am very much looking forward to planning next summer's program with one under my belt!

Wrapping Up Weekends on the Rio Storytime - Making Connections in our Community

I was lucky enough to be a part of the Weekends on the Rio. Through this participation, doing storytime in the Park, I was able to connect with families new to the area and invite them to programming at the library! It was also beneficial in keeping Storytime regulars updated. Judith Boyd and I gave away a lot of books from the Little Read Wagon, too!

Talented new Storytime volunteer, Tara Miller

I received a call this month from Tara Miller, asking if there was any opportunity to read/tell the story of The Very Hungry Caterpillar by Eric Carle at the library. She explained that she crocheted a caterpillar and all of the foods from the book, and had been encouraged to contact me regarding storytime! Tara came by the library with her husband, Harley, and her caterpillar! It is amazing! She's done two storytime sessions for Sundays @ Six with me, and the kids LOVE her! She's super talented, and would like to collaborate on ideas for more crocheted stories. She's an inspiring person and great with a young audience, so I will definitely be inviting Tara to participate in future programming.

Early Release Day Programming with Fort Garland Museum

Kelley Ivers, Education Coordinator for Fort Garland Museum, contacted me about the library hosting a Hands on History STEM program on Alamosa Elementary's early release days. We have been creating some lesson plans together, and I am looking forward to the start of the program in September! Kelley is wonderful to work with, and I think the community will really enjoy this free and educational program for students ages 5 to 10.

Storybox Special

Over the past several months, I have been going over the Storybox Special book boxes very carefully. These are the boxes of library books that I check out and deliver to registered home childcare centers in Alamosa and Monte Vista. I have updated the booklists, noted any small damages or repairs that have been made, and cleaned the books and boxes needed. I feel confident that all 21 boxes are complete and in good working order!

Holly Van Hoy
Children's Librarian

