

ALAMOSA CITY COUNCIL

Regular Meeting Agenda

Council Chambers
300 Hunt Avenue, Alamosa, CO
July 17, 2019

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.

6:00 PM - Work Session: Audit Presentation

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 July 3, 2017

C.2.a. Receive June 2019 Monthly Reports

VI. REGULAR BUSINESS

C. Business Brought Forward by City Staff

1. Public Works

- a. Resolution No. 12-2019 substantial completeness of petition to annex Comfort Inn.

2. Parks and Recreation

- a. Authorization to accept the lowest qualified bid of \$453,578 for construction of the Montana Azul Park.

3. City Clerk/Municipal Court

- a. First Reading, Ordinance No. 17-2019, an ordinance approving an Intergovernmental Agreement with Alamosa County for conduct of the November 5, 2019 Coordinated Election.

4. City Manager/Legal

- a. Second Reading and Public Hearing, Ordinance No. 16-2019, an ordinance amending sections 21-2-204, 21-2-205, and 21-4-702(b)(2)c of the *Code of Ordinances of the City of Alamosa* to limit sexually oriented businesses to the industrial (I) zone and add State Avenue to the setback of such businesses from highway frontage; to change the distance requirements on head shops from 600 feet to 1,000 feet from other head shops, and to change the time limitations on placement of signs on vacant land
- b. Resolution No. 13-2019, A Resolution setting forth streets to be addressed in the event the dedicated streets sales tax is approved by the voters in the November 2019 General Election and a schedule for addressing such streets

D. Committee Reports

E. Staff Announcements

VII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

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.

1. Alamosa County Chamber of Commerce, Beat the Heat BBQ Special Events Permit, August 2 and 3, 2019.

COUNCIL COMMENT

EXECUTIVE SESSIONS

1. Executive Session pursuant to C.R.S. § 24-6-402(4)(a) to discuss the acquisition of property for Victoria lift station storm water drainage purposes
2. Executive session pursuant to C.R.S. § 24-6-402(4)(a) and (4)(e) to discuss transfer of real property in conjunction with the SLV animal shelter, and to develop negotiation strategies and instruct negotiators with respect to the City's participation in that project.
3. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of Municipal Judge, Third Meeting
4. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Attorney - Second Meeting (Council Discussion)

ADJOURNMENT

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Meeting July 3, 2017

ATTACHMENTS:

Description	Type
▢ Minutes of Meeting July 3, 2019	Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
July 3, 2019

6:00 PM - Work Session: Outside Funding Presentations

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 Charles Griego, David Broyles, Kristina Daniel, Liz Hensley, and Jan Vigil. Councilor Carson previously requested to be excused. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

III. AGENDA APPROVAL

Councilor Daniel moved, seconded by Councilor Griego to approve the agenda as presented and to excuse Councilor Carson. 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

Dr. Kerry Hart presented information related to the SLV Big Band and the promotional project they have going on.

B. Follow-Up

None.

V. CEREMONIAL ITEMS

A. Introduction of Greg Maggard, Public Works Director

Heather Brooks introduced the new Public Works Director, Greg Maggard, who was welcomed by Council.

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

C.7.a. Approve Minutes of Meeting June 5, 2019

C.2.a May 2019 Monthly Financial Statements and Expenditure Report

C.8.a. Receive May 2019 Monthly Reports

VII. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. San Luis Valley Federal Bank's Plan of Reorganization

Bank president Duane Bussey presented information to Council. Council thanked Mr. Bussey for the update.

Councilors Broyles moved, seconded by Councilor Griego to support San Luis Valley Federal Bank's plan of reorganization. The motion carried unanimously.

B. Business Brought Forward by City Staff

1. Public Works

- a. Public Hearing and Second Reading, Ordinance No. 15-2019, an ordinance amending Division 4-2 of Chapter 21 of the *Code of Ordinances of the City of Alamosa* to better understand the application of the housing palette, and to decrease side setback requirements on certain lots in RM and RH zones as set forth in section 21-4-202(b).

Counselor Schwiesow reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:27 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 7:27 p.m.

Councilor Vigil moved, seconded by Councilor Daniel to finally adopt Ordinance No. 15-2019. The motion carried unanimously.

2. City Clerk/Municipal Court

- a. Resolution No. 11-2019, A Resolution to Conduct the Regular City Election Pursuant to the Uniform Election Code

Councilor Vigil moved, seconded by Councilor Daniel to approve Resolution No. 11-2019. The motion carried unanimously.

3. City Manager/Legal

- a. First Reading, Ordinance No. 16-2019. An ordinance amending sections 21-2-204, 21-2-205, and 21-4-702(b)(2)c of the *Code of Ordinances of the City of Alamosa* to limit sexually oriented businesses to the Industrial (I) zone and add State Avenue to the prohibition of such businesses on highway frontage; to place similar highway frontage limitations on head shops and marijuana paraphernalia stores; and to change the time limitations on placement of signs on vacant land.

Counselor Schwiesow provided information about this ordinance to Council.

Councilor Vigil moved, seconded by Councilor Broyles to limit sexually oriented businesses to the industrial zone and to add State street. The motion carried unanimously.

Councilor Vigil moved, seconded by Councilor Griego to make a change from 600 to 1,000 feet in the current ordinance as written. The motion carried unanimously.

Councilor Daniel moved, seconded by Councilor Hensley to change the time in which temporary signs can be placed in vacant lots to be from May 1st to July 5th with a break in between and starting again from September 1st to November 15th. The motion carried 4 to 2 with Councilors Griego and Vigil casting the no votes.

Councilor Vigil moved, seconded by Councilor Daniel to approve Ordinance No. 16-2019 with the changes as voted on, on first reading and set for a public hearing on Wednesday, July 17, 2019 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

- b. Discussion on timing of potential municipal ballot questions

Heather Brooks reviewed information with Council.

Council discussed this information and decided that they want to just focus on the street sales tax this election and put the discussion and question regarding the changes to the Initiative and referendum process on the 2020 election.

C. Committee Reports

Councilor Hensley reported on the Tree Board meeting she attended. She also reported on the Golf Board meeting she attended.

Councilor Griego reported on the Recreation Advisory Board he attended.

Councilor Daniel reported on the LEAD policy committee she attended. She also reported on the Rio Grande Farm Park meeting she attended. There was not a Housing Authority meeting

due to there not being enough members there to make a quorum.

D. Staff Announcements

Andy Rice and Heather Brooks updated Council on the progress of the Water Smarts project regarding the landscaping.

Counselor Schwiesow updated Council on the status of the opioid litigation as well as informing them that the City will be signing on to an *Amicus* brief regarding the Ethics Code.

VIII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

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 Daniel moved, seconded by Councilor Hensley to approve Consent Calendar B as presented. The motion carried unanimously.

1. San Luis Valley Health Foundation, Bolos and Boots, Special Events Permit July 19, 2019

COUNCIL COMMENT

Councilor Vigil thanked Mayor Coleman, Heather Brooks, Holly Martinez and her staff, and Judge McDonald for allowing his sister to complete her intern assignment.

Councilor Daniel thanked Public Works for the flashing light by the round-about. She also commented on the new road by Victoria, and thanked Harry and his team for all their hard work. She also wished everyone a Happy 4th of July.

Councilor Hensley thanked staff for all their hard work. She also reminded Council of the CML Executive Board retreat that is happening next week on Thursday, Friday, and Saturday; and let them know that they have been invited to the dinners that week.

Councilor Griego asked about the follow-up regarding the CML Annual Conference they recently attended. He also commented on his take-aways from attending it including workshops he attended, Councilor Hensley being the new CML President, and also Jamie Dominguez receiving the Municipal Hero award.

Councilor Broyles also commented on the CML Annual Conference and congratulated Councilor Hensley on being appointed the new President of CML.

Councilor Daniel also commented on the Colorado Women of Government and the changes they are making. She also stated she was notified she has been appointed as an ex-officio member to the safety net subcommittee of the SLV Behavioral Health Task Force. She doesn't get to vote but gets to go to the meetings, so if anyone has anything they want her to take to that committee, to let her know.

Councilor Hensley also thanked staff and Council for attending the CML Annual Conference and helping to campaign and support her.

Council Vigil thanked Councilor Griego for the update on CML and also stated he wants to know what they learned in the sessions they attended. Heather Brooks provided information on her take-aways from attending. Counselor Schwiesow also provided information on what he got from the CML sessions as well.

Mayor Coleman commented on the representation that was there at CML.

EXECUTIVE SESSIONS

Councilor Vigil moved, seconded by Councilor Daniel to move into Executive Session (8:35 p.m.) pursuant to C. R.S. § 24-6-102(4)(f) for Personnel matters - evaluations of the City Manager, City Attorney, and Municipal Judge. The motion carried unanimously.

After the executive sessions, no further business will be discussed.

1. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Manager - Third Meeting
2. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Attorney - First Meeting (with Attorney then brief Council discussion).
3. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of Municipal Judge - (Second Meeting, Council discussion)

ADJOURNMENT

The meeting adjourned immediately following the executive sessions.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive June 2019 Monthly Reports

ATTACHMENTS:

Description	Type
📎 June 2019 Monthly Report	Reports

COUNCIL COMMUNICATION

DATE: July 17, 2019	AGENDA NO.	SUBJECT: City Manager Monthly Report for June 2019
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.

June 2019 Report

- Bi-weekly meetings with Police Chief
- Community Solar meetings
- Economic Development Summit meeting
- Bi-weekly meetings with Interim Public Works Director
- Bi-weekly meetings with Mayor and City Clerk
- Colorado Municipal League webinar on Colorado Opportunity Zones
- Local Foods Local Places meeting
- Monthly meeting with Councilor Carson
- Introductory meeting with Jania Arnoldi, VWHS CEO
- Attended CRP Vintage Wines fundraiser
- Monthly meeting with Councilor Broyles
- Meeting with Councilor Daniel
- Monthly meeting with Councilor Griego
- Meeting with Ashley Valdez, Xcel
- Meeting with Luke Yoder to discuss Homeless Coalition facilitation
- Meeting with Center for Restorative Programs to discuss sentencing options
- Monthly meeting with IT Director
- Rec Board meeting
- Police Department site visit
- Meeting to discuss Montana Azul park
- Meeting with Councilor Hensley
- Meeting with Municipal Court regarding sentencing options
- LEAD Policy Meeting
- Meeting with Cats Alive to discuss partnership
- Water Smarts Team meeting
- Weekly Leadership Team meetings
- Colorado Municipal League Annual Conference
- Meeting with regional group to discuss housing studies

- Meeting with school district to discuss stormwater drainage
- Monthly Economic Development Committee
- Meeting with County to discuss Airport property
- La Puente Board Work Day
- Bi-weekly meeting with Public Relations & Project Specialist
- CRAFT meeting

COUNCIL COMMUNICATION

DATE: July 3, 2019	AGENDA NO.	SUBJECT: PR Specialist Monthly Report for July 2019
Department Head:		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

June 2019 Report

- 23 Press Releases to Alamosa Valley Courier and Radio Stations
- 30 FB posts to 4,063 Followers with 30,930 reached
- 35 Tweets to 743 Followers with 11.9K impressions
- Instagram: 12 posts; 149 followers
- Weekly Leadership Team meetings
- Bi-Weekly meeting with City Manager
- Healthcare Sector Partnership meeting/record minutes
- Healthcare Sector Partnership scholarship committee meeting
- Healthcare Sector Partnership June Statewide Sectors Network meeting
- Makers City Etsy Grant meeting
- Cats Alive meeting with library space training scheduling and social media follow up
- Annual SLV Prevention Coalition Summit
- Art Committee Meeting
- ARTscape sculpture placement/CDOT permit application
- Art Festival planning and marketing materials
- Colorado Asphalt Paving Association meeting re: Alamosa Streets Fund
- Alamosa Streets Fund public meetings/communications planning
- Employee BBQ meeting and planning
- Fishing is Fun photo shoot
- Water Smarts outreach meeting

City of Alamosa
Monthly Activities Report
June 2019
Public Works Department

Streets: Continued with daily sweeping operations. Bladed all gravel roads. Hauled brush from Recycle Yard to pit (2 days @ 10 hours each day) Pushed yard waste at pit with Dozer. Used loader to move logs on other side of canal to make room for yard waste truck. Performed routine maintenance to our equipment. Sign repairs. Inspected levy for possible issues. Removed down trees from Levy. Began running pumps 24 hours a day. (8 hour shifts for fueling) Conducted road closure and traffic control for High Noon Cattle Drive Parade. Conducted road closure for Round- Up Dance. Conducted road closure for Rails and Ales Block Party. Patched 83 potholes. Pushed piles at 20th Street for First Street excavated materials. Continued Concrete Replacement Program. Patched open cuts with hot mix. Continued identifying and marking soft spots for locates and repairs. Attended Streets Committee Meetings. Worked with GIS Specialist on Streets Committee Presentations. Began Major Re-Construction of First Street Phase III. Assisted Water Department with Storm Water Pressure Main blowout on First Street. (Traffic Control) Installed three Solar Flashing Yield Signs at Clark Street and Maroon Drive. Created wash pads at 20th Street Yard for Sweeper and Paint Machine clean out. (This will keep our streets storm lines free from washout debris) Painted all City Downtown Parking Lots. Painted yellow curb around Adams State University. Moved Planter at San Luis Valley Brewery. (to facilitate outdoor dining.) Bladed Fairground Arena, Roads and Parking to assist Parks and Recreation to prepare for Round-Up Rodeo. Sandbagged Downtown Businesses in danger of flooding due to heavy rain. Cleaned out jetted troubled Storm Lines in Downtown area due to heavy rain. Cleaned and jetted troubled storm lines in Downtown area (with assistance from Contractor.)

Solid Waste: Commercial waste hauled totaled 283.91 T.; residential waste hauled totaled 214.88 T. Medical Waste totaled 4.08. Twenty two special pick-ups were completed. Two, 96 gal toters, one, 64 gal toters and five yard waste toters were delivered. Seven toters and four dumpsters were repaired.

Recycling: A total of 87 bales of various materials were made. 75 bales were shipped. A total of 6 tons of glass was processed. Land fill savings totaled \$673.40. Five Yard Waste toters delivered.

Building Inspection: Twelve building permits were issued for a total valuation of \$590,703. Building Permit fees totaled \$10,144.02 and construction use tax totaled \$2, 731.31. Plan review fees totaled \$1,500.00. A total of 49 various inspections were conducted. There were 2 certificate of occupancies issued. A total of four general contractor licenses and three limited contractor license were issued.

Water: Water pumped for municipal use totaled 97,484,000 gallons. Water treatment plant production totaled 82,650,689 gallons. There were seventy one meter re-reads. Turn on/ turn offs and occupant changes totaled 69. Took Bac-T's for the State. Worked on flushing dead end water mains. Checked all storm lift stations. Worked on the First Street Project with AT&T. They needed to lower the fiber and copper phone lines. Repaired three service lines that were hit by contractors on First Street as they lowered the phone lines. The subcontractor that AT&T brought in had to go back and lower the phone and fiber lines for a second time because they did not follow instructions and installed them too low. Gardner Excavating moved four water services that would have been in the way of the new sidewalk on First Street Project.

Water Treatment Facility: Water produced= 82,650,689 gal. Average CL2= 1.23 mg/l Average Raw Arsenic= 32.2 ppb Average Finished Arsenic= 7.1 ppb (MCL=10ppb) Coagulant used

(Ferric Chloride)= 2,358gal. Sodium Hypochlorite Used (Chloride)= 1,075 gal. Average Recovery Ratio=91.7%

Wastewater: Total discharge for the month was 54.26 million gallons. Collected and sent out all routine monthly samples. Cleaned and inspected screen and press. Worked on Net DMR for May and submitted it. Conducted blow outs on the basins. Cleaned boat and sprayed down Headworks. Mowed weeds around facility. Alpine Electric ran conduit for HVAC. RMS Utilities installed a new meter on the East Alamosa Influent. Had a meeting regarding HVAC Project. Ran PH for the DMR QA39 Study.

Sewer: Seventy one sanitary sewers were inspected; 11 were unplugged. Twenty one were checked at customer's requests. 7 were cleaned and flushed. All lift stations were checked daily. Hauled off grit and cleaned splitter box at Waste Water Treatment Plant. Pulled pumps at West 7th Street, Tremont, Lift Station #2 at Golf Course, Wal-Mart, Riverwood and West 11th Street. Cleaned impellers of debris. Flushed dead end sewer lines. Cleaned Riverwood, Tremont and Monroe Lift Stations. Working on the HVAC System at the Waste Water Treatment Plant. It should be on-line by the middle of July. A new fiber line was installed going to the Waste Water Treatment Plant. Gardner Excavating installed a new 10" SDR-35 Collection line on First Street at Murphy Drive, west of Victoria Avenue. Gardner Excavating also installed a new 10" SDR-35 storm line on First Street, West of Victoria Avenue.

East Alamosa: Water supplied to East Alamosa totaled 5,122,362 gallons. Ten sanitary sewers were checked for plugs, five unplugged. Cleaned out 5 manholes. Did re-reads for Sally. Pulled the pumps at Price, McKinney, McQuerry and Rodeo Lift Stations. Cleaned impellers of debris. Cleaned Trenchera, Adams, and Blanca Vista Lift Stations. Did locates for fiber install along Highway 17 and McKinley. Worked on Sunny Side lift station, pulled motor #1 and sent it in for repair and reinstalled it.

Alamosa Fire Department

Department Report for June 2019

The Alamosa Fire Department responded to 21 incidents within the City Limits and 16 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional 5 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
2019	21*	90	74	71
2018	45**	111	168	79

* Includes 4 Airport Flight Standbys ** includes 71 Airport Flight Standbys

Inspections:

9 Commercial Building inspections were performed

Fire Prevention/Station Tours

The Department hosted five station tours

Training:

Firefighters logged a combined total 45 hours of in house training during the month.

ALAMOSA

Incident Type Report (Summary)

Alarm Date Between {06/01/2019} And
{06/30/2019} and Station = "1"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	4.76%	\$1,000	100.00%
142 Brush or brush-and-grass mixture fire	1	4.76%	\$0	0.00%
	2	9.52%	\$1,000	100.00%
3 Rescue & Emergency Medical Service Incident				
353 Removal of victim(s) from stalled elevator	1	4.76%	\$0	0.00%
	1	4.76%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	4.76%	\$0	0.00%
412 Gas leak (natural gas or LPG)	2	9.52%	\$0	0.00%
413 Oil or other combustible liquid spill	1	4.76%	\$0	0.00%
463 Vehicle accident, general cleanup	2	9.52%	\$0	0.00%
	6	28.57%	\$0	0.00%
5 Service Call				
551 Assist police or other governmental agency	3	14.29%	\$0	0.00%
553 Public service	1	4.76%	\$0	0.00%
571 Cover assignment, standby, moveup	4	19.05%	\$0	0.00%
	8	38.10%	\$0	0.00%
6 Good Intent Call				
622 No Incident found on arrival at dispatch address	1	4.76%	\$0	0.00%
631 Authorized controlled burning	1	4.76%	\$0	0.00%
	2	9.52%	\$0	0.00%
7 False Alarm & False Call				
745 Alarm system activation, no fire - unintentional	2	9.52%	\$0	0.00%
	2	9.52%	\$0	0.00%

Total Incident Count: 21

Total Est Loss: \$1,000

COUNCIL COMMUNICATION

DATE July 2, 2019	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for June 2019
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

June 2019 Report

- June began with the first major project for the interns - a complete rewire of our central datacenter. Not only were cables replaced and color coded, but an entire new system was implemented. Network switching equipment was moved and grouped in a fashion to better suit the new system. Heat shielding equipment was installed and the whole datacenter was reorganized. This project would not have been possible without the tremendous efforts put forth by our interns Dustin and Bryanna.
- Early in June the Rio Grande saw some of the highest water flow rates in the last 30 years. IT used the City UAS (drone) to document peak water levels and its impact on the surrounding areas.
- IT completed yet another milestone project for the year with the installation of fiber to the Recycling Center and the Wastewater Treatment Facility. The extension of City fiber to these buildings reduces the strain on our legacy wireless backhaul system and massively increases network throughput to those

locations. In addition to a faster network connection, communications between the sites are now more secure and robust. Moving forward, this fiber installation is critical to some long term IT goals including the creation of a self-healing fiber ring, the creation of a hyper-secure SCADA network, and the sunsetting of the use of legacy wireless backhaul communications.

- IT has begun the replacement of our aging CM locks with new, wireless networking enabled NDE locks. Locks at the Water Treatment Plant and the Cemetery have been replaced. With the addition of a wireless AP (access point) in those locations, IT can now remotely control access and lock schedules.
- IT tested and deployed a wireless headset to the Public Works Department that fully integrates with the new phone system.
- IT worked with Valley Lock and Security to replace a downed camera at Fire Station 1.
- IT is now using PRTG as a network monitoring solution to better understand our networking needs. As part of the recent network expansions and equipment upgrades this type of monitoring is vital to maintaining what is now a medium sized enterprise network.
- IT worked with Jade Communications to upgrade and reconfigure the City's backend network connections. This upgrade was spurred by Jade's transition to a new upper layer provider. A network technician assisted IT in the deployment of network monitoring, configuration and log monitoring, and an upgrade on the technology that our networking equipment uses to communicate and be managed.
- Jade was able to use these upgrades to complete a VPN network connection to Fire Station 2 which allows us to once again reduce stress on our legacy backhaul system and better manage remote equipment. The VPN allows voice network traffic and supports place of our new phone system at that location.
- IT coordinated a meeting with SIPA and Judy from the Finance Department to review the costs saving of transitioning to the State supported financial transaction network. We currently see about \$800,000 in credit card transactions with a charge of 3.2%. The new system would charge 2.5%, accept more card types, allow for mobile transactions, and has built-in PCI compliance. An

estimated savings of \$7600 a year.

- IT is deploying Google Forms on the City website to handle reports and requests made by the public for various issues. A new menu item has been placed on the City website that directs the public to make a report on nuisances, potholes, code violations, etc. The forms are configured to forward that information to the proper department personnel.
- IT conducted an upgrade to the RecPro software used by the Parks and Rec Department to manage room bookings, memberships, and classes.
- IT identified networking equipment that was not performing to our standards and worked with Dell to provide a Return Merchandise Authorization. The replacement of the equipment involved a small network outage that was performed out of work hours to minimize impact to employees.
- An IT staff member attended the Mountain Connect Conference that each year focuses on broadband and communications technology. The knowledge gained at conferences like these are strong influencers in how our IT Department maintains pace with the current standards for technology, security, and service, as well as opportunities to work with vendors and other municipalities to identify actionable goals for the City.
- IT recieved equipment from Axon including bodycams, tasers, and accessories. This equipment will be used to review and compare/contrast with our current Digital Ally system.
- As part of the network upgrades, IT installed a new equipment rack at the Rec Center which will allow for more/upgraded equipment in the future.
- At the request of the Parks and Recreation Director, more cameras were added to the Ice Rink. The new cameras are compatible with the current system and only required the new cameras and an extended DVR.
- IT attended a meeting with Public Works staff at the Wastewater Treatment Facility to discuss the new HVAC system. A solution to allow monitored remote assistance with the HVAC system was discussed and implemented.
- As part of the knowledge brought back from Mountain Connect, IT purchased the domain cityofalamosa.com. Not only does that protect the City's intellectual property, but it reduces the security risk of a bad actor using that domain to

compromise our network security - either by phishing or website redirection. The domain now points to the official City website.

- On the Friday before the initial start date of the new Public Works Director, IT identified a hardware fault on the Directors computer. Quick action and some after hours work meant that the computer was fully operational before the personnel required it.
- 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.
- IT worked to install a redundant internet connection to our public internet service for the library and our public WIFI connections.

In Monte Vista, we performed the following items:

- IT worked with TimeClock Plus to initialize and deploy a time clock for the Public Works workers. This will eliminate some issues encountered when employees were using the App.
- IT used the City of Alamosa UAS (drone) to photograph the Rio Grande River where adjacent to City property and provided City Council with a copy of the video.
- IT secured a donation of two Tripplite server racks from the Jeffco 911 Command Center. One rack will be used for a City of Monte Vista project for the installation of a security camera system at the Ski-Hi facility.
- IT upgraded the central backup software used by the City of Monte Vista to secure backups of vital financial and technical information.
- IT assessed the camera system at the SkatePark and determined that the wireless antenna placement and power issues with one camera were the source of the main issues with the system. Lowell from Public Works assisted by redirecting the cameras and checking camera connections at the top of the poles.
- IT worked with the Police Department and CBI to change group Terminal IDs into

individual TIDs to allow for direct messaging between CSP and Police Officers.

- IT replaced a CAT phone in Public Works that was no longer operating. The phone was replaced from the stock owned by the City of Alamosa at no charge.
- 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: !MONTHLY TICKET REPORT

All Tickets Last Month (94 items)

Generated on Jul 03, 2019 @ 08:37 am

Create Date	Ticket #	Summary	Close Date
06-03-2019 @ 08:13 am	6625	Phone system says "No service" at the library.	06-03-2019 @ 08:43 am
06-03-2019 @ 09:14 am	6626	directory	06-03-2019 @ 12:51 pm
06-03-2019 @ 10:25 am	6627	Failed Login	06-05-2019 @ 03:59 pm
06-03-2019 @ 11:17 am	6628	Lee and Cole Field Cameras	06-05-2019 @ 03:56 pm
06-04-2019 @ 07:54 am	6629	Timeclock reinstall	06-05-2019 @ 03:56 pm
06-04-2019 @ 10:42 am	6630	Printers not working	06-04-2019 @ 10:46 am
06-04-2019 @ 12:07 pm	6631	printer	06-05-2019 @ 04:14 pm
06-04-2019 @ 02:08 pm	6632	Google analytics report for Library website	06-05-2019 @ 08:40 am
06-05-2019 @ 01:43 pm	6633	Economic Development Links	06-05-2019 @ 03:59 pm
06-05-2019 @ 02:52 pm	6634	ID Badge	06-10-2019 @ 09:14 am
06-05-2019 @ 03:11 pm	6635	ID Badge	06-12-2019 @ 03:52 pm
06-05-2019 @ 03:26 pm	6636	Default printer	06-05-2019 @ 04:13 pm
06-06-2019 @ 08:57 am	6637	Channel 10	06-06-2019 @ 09:30 am
06-07-2019 @ 09:52 am	6638	Finance Access	06-07-2019 @ 04:07 pm
06-07-2019 @ 01:27 pm	6639	Key Card Access to Finance	06-07-2019 @ 01:33 pm
06-07-2019 @ 01:31 pm	6640	New Employee	06-10-2019 @ 09:13 am
06-08-2019 @ 01:36 pm	6641	Out of the Office Re: Mitel voice message from Kirkland, Natha, +17199372287 for ...	06-10-2019 @ 09:13 am
06-09-2019 @ 03:51 am	6642	dash cam unit 4	
06-10-2019 @ 08:07 am	6643	Front Desk phone	06-10-2019 @ 10:04 am
06-10-2019 @ 09:33 am	6644	Outside Funding	06-10-2019 @ 10:12 am
06-10-2019 @ 10:01 am	6645	Kaitlyn Simon	06-10-2019 @ 10:07 am
06-10-2019 @ 11:18 am	6646	front desk phone	06-10-2019 @ 12:01 pm
06-10-2019 @ 02:51 pm	6647	front desk phone	06-10-2019 @ 03:44 pm

City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (94 items)

Generated on Jul 03, 2019 @ 08:37 am

Create Date	Ticket #	Summary	Close Date
06-11-2019 @ 04:26 pm	6648	Kids Computer	06-12-2019 @ 11:38 am
06-12-2019 @ 08:21 am	6649	In Car Video	06-12-2019 @ 03:32 pm
06-12-2019 @ 08:51 am	6650	Video access for Court	06-19-2019 @ 04:28 pm
06-12-2019 @ 10:20 am	6651	Scanner wont scan after update	06-12-2019 @ 03:30 pm
06-12-2019 @ 10:49 am	6652	Clerk's printer	06-13-2019 @ 10:10 am
06-12-2019 @ 11:46 am	6653	Task [#4212] UPDATE: RECPRO: City of Alamosa, CO - to latest 1.29 versions	06-18-2019 @ 02:08 pm
06-12-2019 @ 01:24 pm	6654	All Employee Email Addresses	06-12-2019 @ 02:17 pm
06-12-2019 @ 01:52 pm	6655	Fleetwise doesn't work. after internet went down.	06-12-2019 @ 02:50 pm
06-12-2019 @ 02:20 pm	6656	Incode 10 on Judge's laptop	06-12-2019 @ 02:49 pm
06-12-2019 @ 03:26 pm	6657	Monte 6.12.2019 - Invitation to collaborate	06-21-2019 @ 10:06 am
06-12-2019 @ 04:06 pm	6658	website is down	06-12-2019 @ 04:27 pm
06-13-2019 @ 08:11 am	6659	Fleetwise is not working again	06-13-2019 @ 10:10 am
06-13-2019 @ 08:15 am	6660	Phones not working	06-13-2019 @ 10:09 am
06-13-2019 @ 02:58 pm	6661	Exiting Employee	06-13-2019 @ 03:16 pm
06-14-2019 @ 08:08 am	6662	Sylvia	06-14-2019 @ 08:35 am
06-14-2019 @ 08:12 am	6663	Exiting Employee	06-14-2019 @ 08:26 am
06-14-2019 @ 09:08 am	6664	Additions to Finance Department & Employee Resources	06-18-2019 @ 02:39 pm
06-14-2019 @ 11:26 am	6665	Delivery Status Notification (Failure)	06-14-2019 @ 11:29 am
06-14-2019 @ 12:40 pm	6666	Body Cam	06-14-2019 @ 03:12 pm
06-15-2019 @ 10:08 am	6667	Catalog computers	06-17-2019 @ 01:28 pm
06-17-2019 @ 10:46 am	6668	VU VAULT	
06-17-2019 @ 11:38 am	6669	Middle computer mouse	06-17-2019 @ 02:51 pm
06-17-2019 @ 02:56 pm	6670	Automatic reply Re: Mitel voice message from HILLIS TIM, 2535 for mailbox 2529	06-17-2019 @ 03:55 pm

City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (94 items)

Generated on Jul 03, 2019 @ 08:37 am

Create Date	Ticket #	Summary	Close Date
06-18-2019 @ 09:58 am	6671	printer on a delay	06-24-2019 @ 02:24 pm
06-18-2019 @ 10:56 am	6672	Judge McDonald	06-18-2019 @ 11:02 am
06-18-2019 @ 11:22 am	6673	unit dash cam 2	06-18-2019 @ 01:47 pm
06-18-2019 @ 11:52 am	6674	New Email	06-24-2019 @ 04:52 pm
06-18-2019 @ 01:36 pm	6675	excel issues	06-24-2019 @ 03:17 pm
06-19-2019 @ 09:59 am	6676	Phones	06-19-2019 @ 02:43 pm
06-19-2019 @ 03:09 pm	6677	Automatic reply Re: Mitel voice message from Sophie Lucero, +17195895811 for mail...	06-19-2019 @ 03:35 pm
06-20-2019 @ 08:40 am	6678	Public PC #2	06-20-2019 @ 11:20 am
06-20-2019 @ 09:48 am	6679	Incode not working	06-20-2019 @ 09:48 am
06-20-2019 @ 10:09 am	6680	WTP SCADA Computers	06-20-2019 @ 11:21 am
06-20-2019 @ 11:23 am	6681	Adobe PDF error	06-24-2019 @ 11:08 am
06-20-2019 @ 11:24 am	6682	Automatic reply Re: Mitel voice message from JENNIFER NEHRIN, +17194800872 for ma...	06-20-2019 @ 11:24 am
06-20-2019 @ 01:52 pm	6683	Channel 191	06-20-2019 @ 02:16 pm
06-20-2019 @ 02:10 pm	6684	Add Application to Planning Web Page	06-20-2019 @ 02:20 pm
06-20-2019 @ 02:26 pm	6685	PD training Center-Lock Issues	06-24-2019 @ 02:16 pm
06-20-2019 @ 02:33 pm	6686	Unit 17 Dominguez DVM-800 not shutting off	06-21-2019 @ 10:08 am
06-21-2019 @ 08:36 am	6687	New Hire	06-21-2019 @ 09:53 am
06-21-2019 @ 09:43 am	6688	Phone recording	06-21-2019 @ 10:05 am
06-21-2019 @ 01:21 pm	6689	No Sound on Comupter	06-21-2019 @ 04:28 pm
06-21-2019 @ 04:02 pm	6690	Scanner Problem	06-21-2019 @ 04:28 pm
06-22-2019 @ 01:09 pm	6691	multi-use pavilion internet	06-24-2019 @ 02:13 pm
06-24-2019 @ 07:22 am	6692	Body Cams	06-24-2019 @ 10:30 am
06-24-2019 @ 08:29 am	6693	Google calendar on iphone	06-24-2019 @ 10:23 am

City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (94 items)

Generated on Jul 03, 2019 @ 08:37 am

Create Date	Ticket #	Summary	Close Date
06-24-2019 @ 11:11 am	6694	Gmail problem	06-24-2019 @ 02:41 pm
06-24-2019 @ 11:13 am	6695	Phone recording	06-24-2019 @ 11:27 am
06-24-2019 @ 02:52 pm	6696	Body cam 17	06-24-2019 @ 04:39 pm
06-24-2019 @ 04:40 pm	6697	2019 HPAC Folder on City Website	06-24-2019 @ 04:58 pm
06-24-2019 @ 04:59 pm	6698	MDU encryption wont start up after reboot	06-25-2019 @ 09:27 am
06-25-2019 @ 08:51 am	6699	Printer issue	06-26-2019 @ 08:57 am
06-25-2019 @ 10:49 am	6700	Access	06-25-2019 @ 04:13 pm
06-25-2019 @ 03:13 pm	6701	Buzzer discs for library assistants	06-25-2019 @ 04:13 pm
06-26-2019 @ 08:25 am	6702	Council Chambers	06-27-2019 @ 10:33 am
06-26-2019 @ 11:42 am	6703	MDT keyboard and mouse not functioning	06-26-2019 @ 01:20 pm
06-26-2019 @ 02:32 pm	6704	Unit 17 MDT	06-27-2019 @ 11:29 am
06-26-2019 @ 02:44 pm	6705	Vehicle Bid	06-27-2019 @ 10:36 am
06-27-2019 @ 08:34 am	6706	Public Works Director	07-01-2019 @ 09:01 am
06-27-2019 @ 08:35 am	6707	Alamosa Housing Authority Board Application	06-27-2019 @ 01:27 pm
06-27-2019 @ 10:57 am	6708	Printer	
06-27-2019 @ 01:14 pm	6709	Add Jolene's Picture to HR page on website	06-27-2019 @ 01:16 pm
06-27-2019 @ 01:15 pm	6710	Broken Screen Protector	06-27-2019 @ 01:15 pm
06-27-2019 @ 01:16 pm	6711	New ID Badge	06-27-2019 @ 01:16 pm
06-27-2019 @ 01:21 pm	6712	voice mail on the front desk phone	06-27-2019 @ 01:27 pm
06-28-2019 @ 08:24 am	6713	Insight link for allow payment for business licenses on line.	06-28-2019 @ 09:19 am
06-28-2019 @ 09:53 am	6714	Microsoft store	06-28-2019 @ 10:11 am
06-28-2019 @ 10:28 am	6715	Logitech DLL?	06-28-2019 @ 02:04 pm
06-28-2019 @ 10:52 am	6716	Change the Title	06-28-2019 @ 02:04 pm

City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (94 items)

Generated on Jul 03, 2019 @ 08:37 am

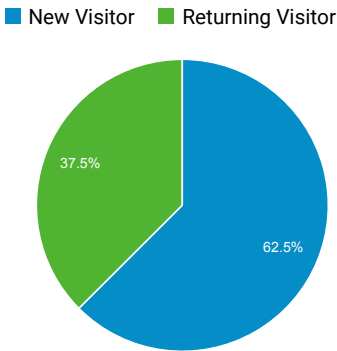
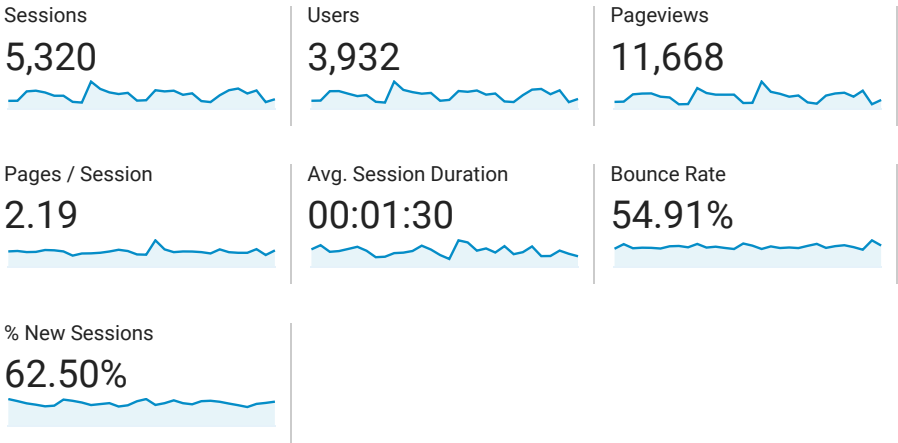
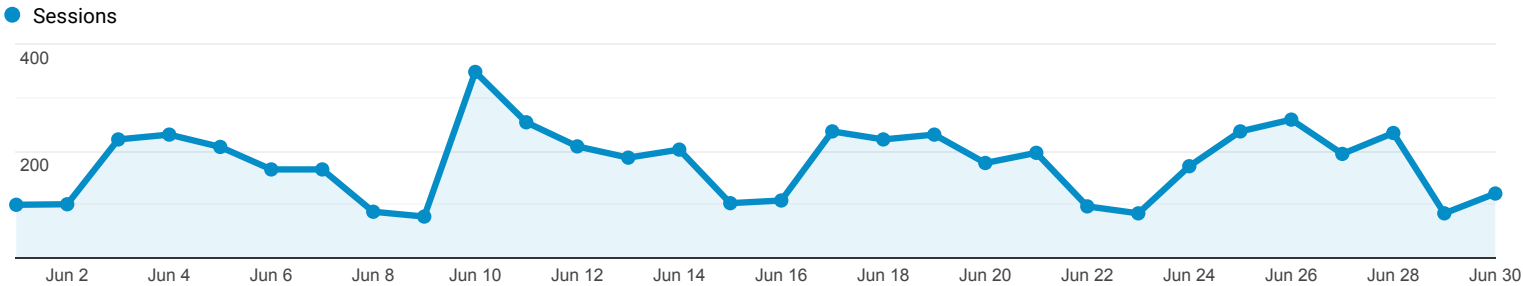
Create Date	Ticket #	Summary	Close Date
06-28-2019 @ 01:37 pm	6717	excel issues	06-28-2019 @ 03:21 pm
06-30-2019 @ 07:00 am	6718	Body camera 17	

Audience Overview

All Users
100.00% Sessions

Jun 1, 2019 - Jun 30, 2019

Overview



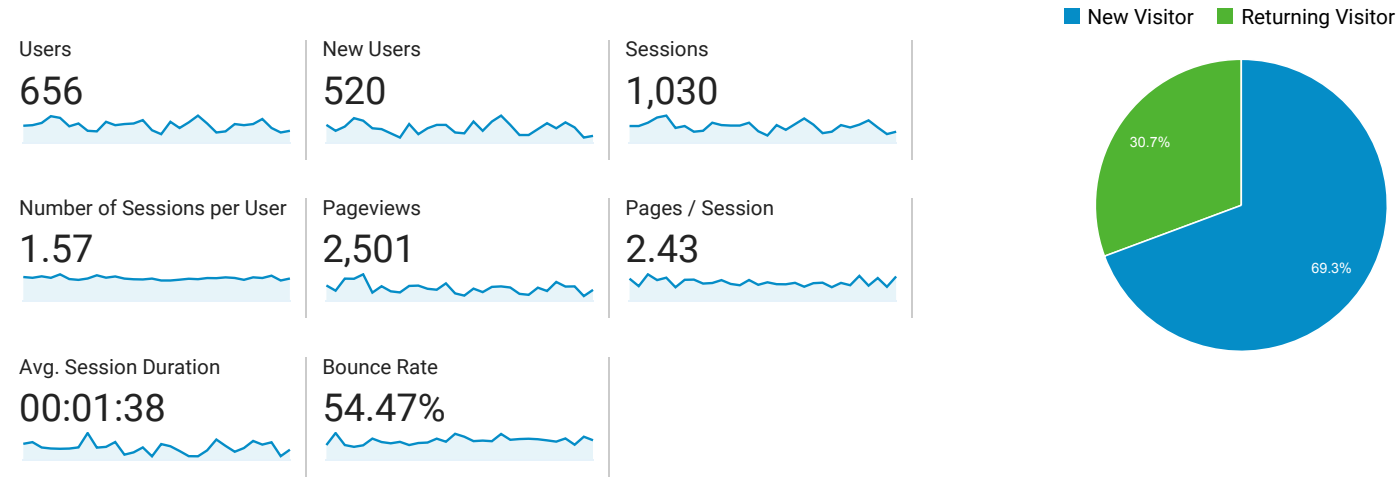
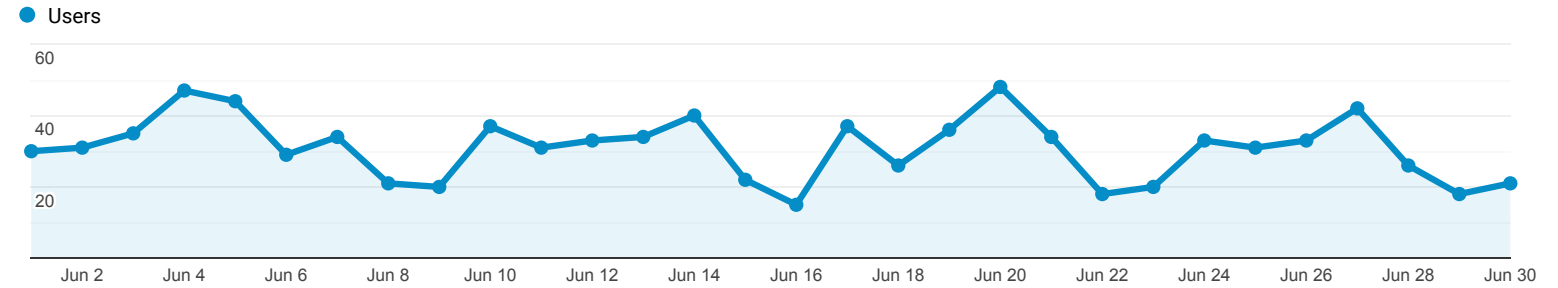
Language	Sessions	% Sessions
1. en-us	5,132	96.47%
2. fr-fr	66	1.24%
3. en-gb	30	0.56%
4. ko	11	0.21%
5. es-419	9	0.17%
6. en	7	0.13%
7. (not set)	5	0.09%
8. c	5	0.09%
9. en-ca	5	0.09%
10. es-us	4	0.08%

Audience Overview

All Users
100.00% Users

Jun 1, 2019 - Jun 30, 2019

Overview



Language	Users	% Users
1. en-us	639	97.41%
2. c	7	1.07%
3. en-gb	6	0.91%
4. en-ph	2	0.30%
5. en	1	0.15%
6. ru-ru	1	0.15%

**City Clerk/Municipal Court
Monthly Report
June 2019**

Prepared and distributed 8 birthday cards.

LIQUOR:

- Liquor License Renewals:
 - o Pester Marketing
- Liquor License Inspections:
 - o Pester Marketing
 - o SLV Pizza Company
- Special Events Permits:
 - o Chamber of Commerce
 - o SLV Health Foundation
- Change of Location: Woody's Q Shack
- Met with Kyle Woodward to discuss change of location application or new application.

SECURITY SERVICES:

- New application: Triple Canopy

COURT:

- Trained City Prosecutor and Legal Assistant on Incode Macro queues.
- Met with CRP regarding program possibilities related to sentencing options.
- Met with Judge McDonald regarding possibility of changes from RMOMS To CRP for certain sentencing options.

OTHER:

- Attended bi-weekly meetings with Mayor and City Manager.
- Attended weekly Leadership Team meetings.
- Attended Regular Council meetings.
- Presented to Upward Bound students regarding City Clerk career alongside City Attorney.



Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Totals For Filed Date From 06/01/2019 To 06/30/2019

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

Violations By Filed Date

CITY ORDINANCE	40
PARKING	9
TRAFFIC	74
Total Violations Filed:	123

Violations Completed-Paid Fines By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	6
PARKING	3
TRAFFIC	68
CL	77

DENIED-DENIED FILING, CLOSED

CITY ORDINANCE	2
DENIED	2
Total Violations Completed-Paid Fines:	79

Violations Completed-Before Judge By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	4
CL	4

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE	1
DP	1
Total Violations Completed-Before Judge:	5



Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Totals For Filed Date From 06/01/2019 To 06/30/2019

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

Violations Completed-Other By Filed Date

DD-DISMISSED AFTER DEFERRED

TRAFFIC

1

DD

1

DJ-DISMISSED BY JUDGE

CITY ORDINANCE

1

DJ

1

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE

1

DP

1

DV-DIVERSION VOID

CITY ORDINANCE

5

DV

5

Total Violations Completed-Paid Fines:

8

Total Violations Completed-Paid Fines:

79

Total Violations Completed-Before Judge:

5

Total Violations Completed-Before Jury:

0

Total Violations Completed-Before Teen Court:

0

Total Violations Completed-Other:

8

Total Violations Completed:

92

Total Violations Filed:

123

Net Difference Filed - Completed:

31

Warrants Issued



Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Totals For Filed Date From 06/01/2019 To 06/30/2019

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

CITY ORDINANCE	31		
Total Warrants Issued:	31	Total Violations:	31

Warrants Cleared

CITY ORDINANCE	33		
TRAFFIC	1		
Total Warrants Cleared:	34	Total Violations:	34
Total Warrants Issued:	31		
Total Warrants Cleared:	34		
Net Difference:	-3		

Violations Completed-Other Paid By Filed Date

AJ-TRAFFIC DEFERRAL

TRAFFIC	2		
AJ		2	

BH-BOND HEARING

CITY ORDINANCE	6		
BH		6	

CL-DOCKET CLOSED

CITY ORDINANCE	4		
TRAFFIC	3		
CL		7	

CR-CLERK REVIEW

CITY ORDINANCE	1		
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Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Totals For Filed Date From 06/01/2019 To 06/30/2019

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

Violations Completed-Other Paid By Filed Date

TRAFFIC	1
---------	---

CR	2
----	---

CS-COMMUNITY SERVICE HOURS

CITY ORDINANCE	2
----------------	---

CS	2
----	---

EX-EXTENSION OF TIME TO PAY

CITY ORDINANCE	2
----------------	---

TRAFFIC	1
---------	---

EX	3
----	---

IA-INITIAL APPEARANCE

TRAFFIC	2
---------	---

IA	2
----	---

JL-JAIL

CITY ORDINANCE	1
----------------	---

JL	1
----	---

OJ-OJW - OUTSTANDING JUDGMENT

TRAFFIC	2
---------	---

OJ	2
----	---

PP-PAYMENT PLAN

CITY ORDINANCE	6
----------------	---

TRAFFIC	3
---------	---

PP	9
----	---



Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Totals For Filed Date From 06/01/2019 To 06/30/2019

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

Violations Completed-Other Paid By Filed Date

SN-SENTENCING HEARING

CITY ORDINANCE	1	
SN		1

ST-STATUS HEARING

CITY ORDINANCE	34	
TRAFFIC	1	
ST		35

TR-TRIAL - NON JURY

CITY ORDINANCE	1	
TR		1

WI-WARRANT ISSUED

CITY ORDINANCE	2	
TRAFFIC	1	
WI		3

Total Violations Completed-Other Paid:	76	
---	-----------	--



Filed Or Closed Cases Listing

CITY OF ALAMOSA

7/10/2019 2:46:29 PM

Posted Fee Totals For Transaction Date From 06/01/2019 To 06/30/2019

Fee Code	Fee Description	Paid
		\$0.00
BF	BOND FORFEITURE	\$200.00
CCOST	COURT COSTS	\$566.56
DEFER	DEFERRED FEE	\$50.00
DFLT	DFLT JUDGMENT	\$180.00
FINE	Fine	\$8,648.46
LATE	LATE FEE	\$159.00
OJW	OUTSTANDING JUDGMENT WAR	\$30.00
OP	Overpayment	\$70.00
PD SUR	PD SURCHARGE	\$1,780.00
REST	RESTITUTION	\$165.21
TP	SERVICE CHARGE	\$194.54
VA	VICTIMS ASSISTANCE	\$139.44
WF	WARRANT FEE	\$60.00

Report Totals:	\$12,243.21
----------------	-------------

HUMAN RESOURCES MONTHLY REPORT

May 2019

New Employees:

Callie Adams	Recreation Instructor	Recreation Center
Taylor Bertsch	Police Officer	Police Department
Brianna Corona	Sports Official	Recreation Center
Madison Edmonds	Recreation Instructor	Recreation Center
Gavin Davy	Maintenance Worker I	Parks Department
Emma Gilmore	Cashier/CSR	Recreation Center
Brendon Madril	Maintenance Worker I	Parks Department
Jasmine Martinez-Lopez	Recreation Instructor	Recreation Center
Rodolfo Mora	Maintenance Worker I	Parks Department
Leonardo Murillo	Maintenance Worker I	Parks Department
Unique Ross	Sports Official	Recreation Center
Alycia Sisneros	Recreation Instructor	Recreation Center
Kason Smith	Maintenance Worker I	Streets Department
Nicholas Smith	Police Officer	Police Department
Sylvia Vigil	Planning Assistant	Public Works
Justin Widhalm	W/WW Technician I	Water Department
Bryanna Martinez	IT Intern	IT Department
Dustin Curtis-Glenn	IT Intern	IT Department

Exiting Employees:

Jamie Coulson	Police Corporal	Police Department
Kaitlyn Simon	Cashier/CSR	Recreation Center
Rodolfo Mora	Maintenance Worker I	Parks Department

Workers Compensation:

New filings: 0



Alamosa Police Department

June 2019 Month End Report

Part 1 Crime Category	Apr-19	May-19	Jun-19	Jun-18	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	0	0	0
Sexual Assaults	1	2	4	0	4	15
Robbery	1	1	0	2	-2	3
Aggravated Assault	0	1	4	0	4	12
Total Violent Crimes	2	4	8	2	6	30
Part 1 Property Crimes						
Burglary	8	4	9	3	6	31
Larceny	36	40	43	42	1	220
Vehicle Theft	2	2	3	2	1	21
Total Property Crimes	46	46	55	47	8	272
Total Part 1 Crimes	48	50	63	49	14	302
Miscellaneous Offenses						
Domestic Violence	5	13	11	6	5	53
Simple Assault	9	6	5	3	2	28
Drug Related	7	9	10	9	1	43
Liquor Laws	1	2	3	0	3	9
Harassment	3	11	13	10	3	53
DUI/DWAI/DUID	6	4	7	9	-2	27
Arson	0	0	0	0	0	0
Traffic Related						
Traffic Accidents	39	32	36	33	3	208
Fatal	0	0	0	0	0	0
Injury	3	5	4	6	-2	21
Property Damage	36	27	32	27	5	187
Community Service Ofc						
Dogs picked up	15	21	16	5	11	86
Animal Bites	7	4	2	2	0	20
Barking Dog Complaints	0	1	1	0	1	3
Wildlife Calls	3	5	3	4	-1	23
Weed/Trash Removal	1	156	141	49	92	299
Snow Removal	0	0	0	0	0	79
Towed Vehicles	5	2	2	0	2	13
Red Tagged Vehicles	20	5	2	3	-1	74
Summons Issued	37	21	6	4	2	194
Calls for Service	213	213	210	117	93	1197

Submitted by: Ken Anderson, Chief of Police



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>June</u>	<u>Total 2019</u>	<u>Total 2018</u>
Graves opened & closed	3	31	28
Graves set up services	3	31	28
Graves raised to grade	3	23	59
Cemetery single spaces sold	1	9	26
Stones leveled	7	7	37
Columbarium Niches sold	0	0	0
Disinterment	0	0	0

- **Tree Related Activities**

	<u>June</u>	<u>Total 2019</u>	<u>Total 2018</u>
Trees Pruned/Trimmed	15	100	96
Tress Planted	1	41	29
Trees Removed	2	9	15
Trees Moved	0	0	0

- **Park Activities**

Worked accomplished:

- Blanca Vista
 - Path and parking lot sprayed and trimmed
 - Dog park sprayed and mowed
- Fairgrounds
 - Drag and trim weeds
 - Street Dept. graded road and arena
- Parks
 - Weekly check and maintenance of play equipment; get playground log up to date
 - Daily trash pickup of parks, cemetery, and ranch
 - Repair split rail fence
 - Take care of park permits
 - Fix broken sprinklers at parks and cemetery
 - Mow and trim at parks and cemetery
 - Wash pavilions and clean BBQs
 - Mow disc golf
 - Spray Diamond, Sunset, Friends, Jardin, started Carroll, and river dikes/playground at Cole
 - Spray Boyd and Zapata parks and playgrounds
 - Blow off tennis courts, put a new net at Boyd, and put up wind screens at Carroll
 - Took out fence at Olympian for construction crew
- Other
 - Funerals and grave digging, locates for public and stone setters, raise graves and level head stones, and work on cemetery records
 - Repair split rail at ranch
 - Raise and lower flags

- Stage set ups for events
- Spray weeds in the parks cemetery, ranch, and city owned properties
- Water and upkeep on flower beds
- Trim trees, mow and trim small lawns
- Interview last of new hires
- Set up for Rodeo
- Grand stand checks for seating and rails
- Haul poly carts for events
- Drip system at the cemetery and the MP pavilion parking lot
- Remove weeds on medians
- Mow ranch areas
- Plant flowers on main street and cemetery
- Set up for Summerfest
- Put up banners on Main St.
- Mowed solar plant
- Put u padding for bucking shoots
- Sprayed 21st St. well weeds, at the lift station, the Wal-Mart lift station, Riverwood lift station, State Ave. sidewalk, Rec Center parking lot and around buildings, and City Hall
- Spray and mow Jackson ditch, the lot behind 14th St., and 9th and Denver lot
- Trim and pick up trash at Terry's bed by bridge
- Spray perennial pepper weed at cemetery
- Equipment Service
 - Service Blue Chevy
 - John Deere F1145 mower
 - Cat Backhoe grease and service of filters
 - Water truck for new pump for tank
 - 1997 New Holland tractor in for PTO
 - Both dump trucks serviced
 - Hustler for drive belt

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

Outdoor Recreation Activities

- **Adventure Club:** OMS and AHS students, more Adventure Club activities are in the works. Contact Outdoor Recreation Specialist, John Reesor, at 937-9025 or jreesor@ci.alamosa.co.us for more info.
- **Alamosa Trail System:** Summer is a great time to explore our new trails, go to www.alamosarec.org to view the trail map and get out there!

Youth Sports & Activities

- **Alamosa Youth Football (TACKLE):** Registration is open NOW through July 1st for boys and girls, grades 3 - 6. Participants are limited; register early to guarantee a spot.
- **Basketball Fundamentals:** Let's get back to basics! Kids are invited to join in strictly skill building practice sessions. There are no teams or games in this program; just practice sessions focused on the fundamentals of basketball.
- **Youth Baseball/Softball:** A couple spots are still open for ages 5-13 baseball/softball. Games have started and will continue through July 18th.

- **Youth Gymnastics:** Registration is now open but we only have spots remaining in the 9-11 division. Session I will be from July 16-26 and Session II from July 29-Aug. 8. Both sessions run for two weeks, for ages 3-11.
- **Youth Drawing & Painting:** Unleash your little artists in our youth drawing and painting class. This class includes instruction on how to draw and paint, using watercolors and tempera paint. Session III will be scheduled July 22nd-August 2nd.
- **Youth Pottery/Ceramics:** This class includes instruction in hand-making pottery projects and an introduction to the pottery wheel. Session II will be from July 1st-10th for ages 6-13.
- **Youth Tennis:** This program consists of 8 lessons introducing the fundamentals of tennis. The program uses the USTA "quickstart" format characterized by smaller courts and slower balls to make the game easier to learn. Balls are provided but each participant must furnish their own racket. Kids may be recommended to move to other time slots based on ability. Classes meet at the Carroll Park Tennis Courts. Registration is open until the open spots are filled for ages 6-15. Session II will be held on July 10th-Aug. 1st.
- **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. Registration ends July 5th and the clinic will take place on Mondays from July 8th-29th. From 6pm-7pm.
- **Youth Fall Soccer:** Come out and learn the fundamentals, skills, and rules of soccer. Games will be held on Saturdays and possibly some weekdays at Carroll Park Soccer Complex starting August 24th. Registration is now open through August 3rd with a fee of \$20/player; new uniforms are \$12 each.
- **Youth Flag Football:** This program will be a clinic style instructional program for kids in grades 2nd-6th, teaching the fundamental skills and rules of football in a NON-contact setting. Kids will be divided by age/ability level in practices. Any games conducted will be informal scrimmages. Program schedule will run on weekday evenings (Mon/Wed) in August and September.

Adult Sports & Activities

- **Adult Softball:** The season will run through late-July. Teams registration has already ended by players can add up until they play for \$30 per player.
- **Adult Sand Volleyball:** Come join us for a Fun, Casual Sand Volleyball league! Teams and Players can register through the Recreation Center or online at AlamosaRec.org. There will be 4 games with no tournament. Each player will also receive a commemorative pint glass. Team registration is June 10 - July 5 with a Captain's Meeting: June 24, @ 6 PM. The team fee is \$0 (Zero, nada, zilch!!) and the player fee is \$20. Games will be July 8 – August with a flexible schedule determined by the team captain.
- **Adult Oil Painting:** Cost is \$90 for an entire session or the drop-in rate is \$15/class. Go to our website for updated session dates.
- **Ceramics:** Learn handbuilding techniques to create sculptures or creative dishware inspired by natural forms, design, or anything from your imagination. You can experiment with handbuilding, coiling, rolling, stamping, relief, texture, shape, form and temporary amateur. Create unique works of art, cups, plates bowls... Or make unique gifts for friends for the holidays!
- **Mindful Monday Yoga:** Come check out a new fitness class at the AFRC! This class is suitable for all levels, encourages a mindful slow flow, and aims to help you set an intention for your week. Come move, stretch, rest, and renew on Monday evenings. Class is led by Brittany Schoer (RYT). FREE to AFRC members or \$4/non-members.

UPCOMING REC CENTER CLOSURES

Independence Day-July 4th

RECREATION CENTER HOURS

May 1-October 31

Monday – Thursday: 6am – 9pm

Friday: 6am – 6pm

Saturday: 7am – 3pm

Sunday: CLOSED

Rec Center Revenue

	Year to date	
	2018	2019
Courses	\$78,110.00	\$71,362.00
Facility Rentals	\$7,779.50	\$10,795.00
Membership	\$35,510.17	\$34,067.51
Merchandise	\$64,917.90	\$56,440.27
Total	\$186,317.57	\$172,664.78

Rec Center Door Count

January 2019 19,755
February 2019 20,272
March 2019 23,314
April 2019 19,780
May 2019 13,294
June 2019 15,899

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
September 2018 13,925
October 2018 24,509
November 2018 22,792
December 2018 22,038

Average per Month: 18,719

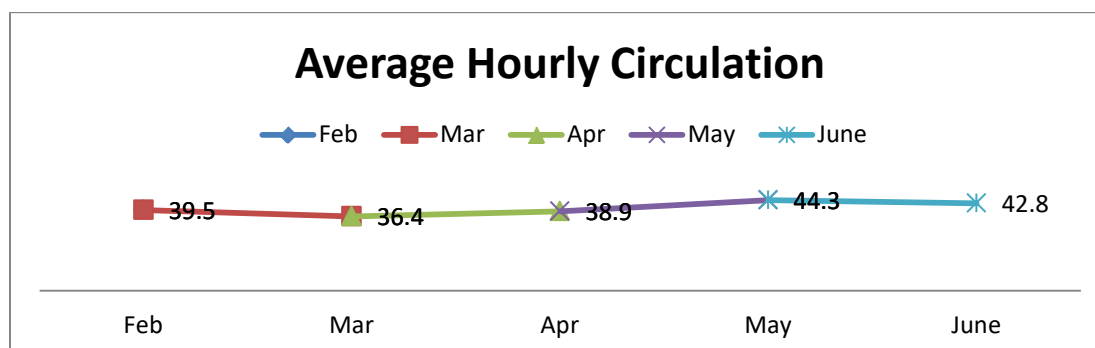
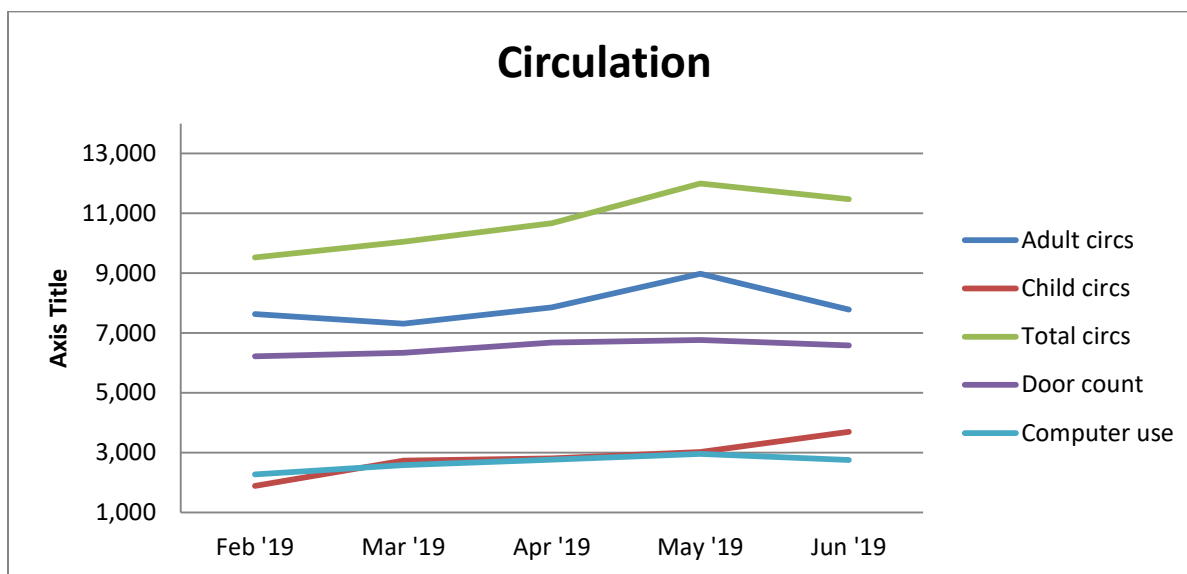
Average per Month: 21,623

Library Manager Report –June 2019

Library Stats

Website Counter					
	June	May	April	March	February
Page views	2,501	2,588	2,112	2,013	2,321
Sessions	1,030	1,093	949	954	976
1 st Time Visitors	520	602	494	501	509
Returning Visitors	136	124	125	135	146

MONTHLY STATISTICS SUMMARY					
	June	May	April	March	February
Adult Circs	7,778	8,945	7,857	7,314	7,629
Child Circs	3,694	3,021	2,810	2,732	1,895
Total Circs	11,472	11,966	10,667	10,046	9,524
Hours Open	268	271	274	276	241
Circs per hour	42.8	44.3	38.9	36.4	39.5
CLC Circs	2,038	1,724	1,824	1,626	1,394
Door Count	6,580	6,767	6,679	6,334	6,217
Computer Use	2,757	2,956	2,770	2,590	2,270
Aspen e-books	250	165	174	254	221



Collection Development:

June: Staff added 464 new materials to the library collection: 285 books, 61 magazines, 37 audiobooks, 23 music CDs and 58 DVDs. This process includes purchasing, cataloging, and material processing. 302 items were discarded. Staff weeded out all the old Juvenile Biographies that have not been used in the last 3-7 years.

Staff announcements.

June: Volunteers: We had a total of 175.5 volunteer hours this month. Patty Campbell and Leroy Espinoza, our faithful volunteers, work in the staff room doing miscellaneous jobs. Our SER National (Service, Employment, Redevelopment) Senior Trainee worked 81 hours. Holly had 4 teen volunteers work a total of 74 hours organizing and impleting the Summer Reading Program for June.



Staff reports that our new 'Bird Watching Backpack' has been checked out 5 times in June. 2 kids drew pictures of birds they saw. One is of a Brown-headed Cowbird! Did you know that this bird lays its eggs in other bird's nests!



Checkout Colorado State backpacks

Our backpacks have been checked out 1 time in June. Checkout period is 7 days. This backpack is great if families are going to a Colorado State Park. Patrons were disappointed to find that the pass could not be used for our Great Sand Dunes National Park and Preserve.

Community Involvement



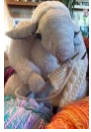
June: Of 16 "Storytime To Go Kits", we have had 4 more checkouts in June bringing the total checkouts to 159 since they were first available in August 2017.



June: There are 114 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. 6 children/parents have completed the program. We added some new titles for the children to choose from, thanks to State Library Grant funds.



- **June:** Family, Friends and Neighbors (FFN) program - 27 caregivers are signed up and all received Early Literacy Kits containing EL books, music, toys. We have 9 Spanish Literacy Kits in the community.



- **June:** The local Fiber group, “**Fiber Floozies**”, 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 July 10, 2019. Anyone interested in any type of fiber arts is welcome.



- **SUMMER READING PROGRAM : “A Universe of Stories”**
During our first Kick off program (June 5, 2019) 230 kids & adults came to register and play activities that Holly organized. Holly has 7 teen volunteers that did a fantastic job playing with the children and helping families register for their children’s reading logs.
June 12th, Stories by Julie, had 115 in attendance. June 19th, Science Matters, we had 110 kids and 60 adults participate. June 26th Mr. E & Kyle Groves’ Theater of Mystery there were 170 kids & adults at the program. This is a total of 729 attendees for June’s Summer Reading Programs. Last year we had a total of 644 in June.



- **June:** 113 children and parents attended the Family Friday story times. This storytime is for all ages. Holly does a great job with a mixed-age group and families.
- **Amanda Warman**, a Speech-Language Pathologist, is also using our facilities to work with families and their young children. She is accessing our ILL department to receive and send tools and books to help the children and parents she is working with.



- **The Historic Preservation Advisory Committee** meets the second Tuesday each month in the Local History Room.
- **The People First** group, persons with disabilities in the San Luis Valley, meets weekly, Sunday afternoons, in our Local History room.



- **June:** San Luis Valley Origami workshop, William Krebs (instructor), at the library was June 15th when 6 adults and 5 children participated. The next workshop is scheduled for July 6, 2019.



- 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.

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.

KABOOM installed a LFL at the Boys & Girls Club when they put in the new playground equipment. It is being maintained by the Boys & Girls Club. No new news for the LFL at the National Sand Dunes.

June Stewardship for LFL at:

Food Bank – WCC added 55 books; **La Puente** – FOL (Friends of the Library) refilled with 20 books; **Zapata Park** – Jan Oen & Don Thompson refilled with 10 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 35 books.



Friends of Alamosa Public Library

June

- Profit from the 2 day book sale, June 7-8, 2019, during Summerfest on the Rio, was \$1200. Next book sale will be July 6th.
- Membership of Friends of the Library is up to 72 members.
- Friends' meeting was June 18, 2019 with 7 members in attendance. Next scheduled meeting is July 16, 2019. Minutes for the meetings can be found on the library website: <https://www.alamosalibrary.org/volunteer/join-friends/>
- The decision to move forward with the 11th edition of "Messages from the Hidden Lake" was confirmed. The literary magazine committee met and decided on a November 1st deadline date for submissions, marketing strategies and contacting schools.
- Friends of the Library will be in the July 4th parade with our book bike and wagons of books to give away.

Monthly Overview – In June, we kicked off our Summer Reading Program 2019! We are off to a fantastic start. So far the performers and presenters have been a hit with young and adult patrons alike, and we have had huge, happy crowds! Storytime started back up again, as well. It's been a special start to summer at the library!

Storytime - Summer Storytime started back up this month after a few weeks off to get Summer Reading off the ground. We are offering one storytime session a week for children of all ages and stages. Attendance has been good, and I enjoy the mixed-age group!

Storytime

Date	Summer Storytime	Total
6/14	23k + 14a	37
6/21	30k + 20a	50
6/28	15k + 11a	26
	Monthly Total	113

Special Events

DATE	EVENT	PARTICIPATION
6/5	Summer Reading Program (SRP): Kick-Off Event	155k + 75a = 230t
6/12	SRP Event: Stories by Julie	75k + 40a = 115t
6/19	SRP Event: Science Matters	120k + 60a = 180t
6/26	SRP Event: Mr. E & Kyle Groves' Theater of Mystery	115k + 55a = 170
6/27/19	Parents as Teachers: Family Connections	14k + 20a = 34t
	Monthly Total	729

Total Children's Services Visits for April:

842

SLV Playdates Baby Time – The Baby Time group has dwindled again. I did not see any participants all month. I have reached out to Jessica Espinoza, their most recent organizer, via email, but have not heard back yet. Perhaps they discussed taking a summer break while people went out of town. I will report back when I hear from Jessica.

Storybox Delivery - June marked our first delivery to the Parents as Teachers group through the SLV Early Childhood Council. The books went with the Parent Educators as a resource in their one-on-one work with families, and Azeneth reports that the program worked well for their purposes! Last month, we were also able to order some replacements for old and worn books included in the boxes using a CSA grant. All of the titles have arrived and have been accounted for, and in July we will send them to Rose for cataloging. Jaymie Coffman (library assistant) has been helping me with this project.

Planting Seeds – We have 114 registered participants in our program, signing up five more readers

this month! Participants are enjoying the new titles that we have added to the prize box, thanks to some funds allocated from the CSA grant.

Parents as Teachers Family Connections Event – Parents as Teachers provides in-home support from Parent Educators through the SLV Early Childhood Council (ECC SLV). The Parents as Teachers group reached out to me regarding one of their monthly Family Connections nights. They asked if we could host a literacy-based family night here at the library, and of course we said, "Of course!" We had a nice turnout of about ten families, some of whom were new to library events. I stuck to the Summer Reading space theme, and came up with activities that covered all five early literacy practices: talk, sing, read, write, and play. We had a fantastic time, and I hope to see some of these new faces as "regulars" in the months and years ahead.



Summer Reading – 185 registered readers! It was my first year planning the Summer Reading Program (SRP) top to bottom, and I'm really proud of how the first month turned out! I had lots of Kick-Off Event brainstorming help from Cathy, and my teen volunteers have been awesome! After last year's SRP trial by fire, I feel that this summer is rolling along quite smoothly. Knowing what to expect really helped!

- **Kick-Off Event** – The weather was a bit gray for our Kick-Off Event, but we managed to make it work! We set up activities in the Children's section of the library as well as outdoors. We ran heavy on the "space" aspect of the "A Universe of Stories" theme, with a rocket toss game, a "space walk" path, projects for older kids on orbital distances from the Sun, and a Pinwheel Galaxy pinwheel project! We even had galaxy slime for patrons to experience and take home. Our plan to paper mache a balloon to represent each planet was difficult in the wind, but a few young patrons braved the wind and glue combo! The biggest goal was to get everyone registered and set up with their Reading Logs, folders, and Read for Beads star/moon chain. We were prepared with plenty of folders, logs, and supplies! The volunteers were friendly, helpful, and available. I introduced something new this year that we're calling Our Respectful



Audience Oath, and it went over with cheers! It was a positive start to an awesome summer of reading!

- **Stories by Julie** – In our second week of SRP, former SLV resident and professional storyteller Julie Moss told folk tales with other-worldly connections! She captivated the crowd by painting images in their imaginations. The audience could not have been more respectful, and the Read for Beads incentive program seemed as popular as in years past. I was pleased!
- **Science Matters** – The Science Matters team is based in Colorado Springs. Their science educator Charity came down to present for us last year, and we were excited to welcome her back! She was prepared with interesting facts on astronauts and brought hands-on experiences meant to replicate some of the difficulties of working in space. She also demonstrated how rockets achieve lift-off (on a smaller scale, of course) and wowed the crowd with science.
- **Mr. E & Kyle Groves' Theater of Mystery** – Father and son magician duo Mr. E and Kyle arrived with magic, comedy, and more space facts! I loved that they also tied in a little library appreciation by saying that they learned about space from books in the library. They even learned about magic from books! The pair was charming and fun, and of course the children loved being called on to assist with the magic!

A Thank You – I just have to include this email that I received from a parent/patron this month who was discovering just how many early literacy programs were available here at APL. It made me feel spectacular, reaffirmed that what we provide is important, and I hope it makes you feel like you are part of something wonderful for this community, too! Thank you for the opportunity to provide this kind of programming for the families of the SLV. Apparently, they appreciate it.

Brettli Teem

to me

Jun 24, 2019, 4:25 PM (9 days ago)

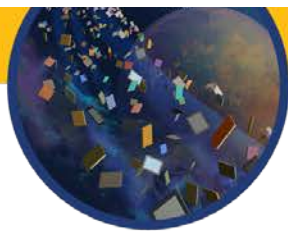
Hi Holly,

Adalee is four-years-old. Ever since we "discovered" the library earlier this month she has been thrilled. As a parent of a little girl who loves to read, I want to thank you for the awesome programs that you have available at the library. She loves going and checking out books, reading for beads, and now keeping track of what we read.

Thanks,

Brettli Teem

*Submitted by
Holly Van Hoy
Children's Librarian*



2019 Summer Reading Program

Register online at alamosa.readingrecord.net

Join us Wednesdays at 10 in June and July at Alamosa Public Library for family fun!

June 5 - "A Universe of Stories" Kick-Off Event

Join us at 10:00 a.m. at Alamosa Public Library for out-of-this-world fun! Let us help you get registered for our reading incentive program, then enjoy hands-on activities for the whole family as we prepare to *blast off* into a summer of reading and imagination!



June 12 - Stories by Julie: "Stories from Near and Far"

Professional storyteller, Julie Moss, will bring to her storytelling a sense of adventure as she tells tales from *this* world and others...

June 19 - Science Matters: "Space Adventures"

What do we know about space? From gravity to wind to chemical reactions, outer space is a very different place from Earth. Learn about the properties of space, see how rockets make it to space, find out how to make a comet out of dry ice, and maybe even walk on a non-Newtonian surface!



June 26 - Mr. E and Kyle Groves' Theater of Mystery

Join magicians Mr. E and his son, Kyle Groves, as they encourage kids and adults alike to "Reach for the Stars" with their Theater of Mystery! Expect magic, comedy, music, audience participation, and family fun! And perhaps a little of the unexpected...

July 3 - NASA Moon Missions with Ranger Sydney

Come learn about the NASA missions to different moons in our solar system with Park Ranger and NASA Solar System Ambassador, Sydney Stover!



July 10 - Ann Lincoln: "Magic is From Mars..."

...and Juggling is from Jupiter! Ann Lincoln presents a comedy, magic, and juggling show that's out of this WORLD! Join in as Ann discovers how to "Read Long & Prosper" using the universe of stories at the library.

July 17 - Purly Gates: "Stories & Songs with a Universal Theme"

A mix of old songs, new songs and stories to tickle your ears and your imagination! With guitar, accordion, mandolin, harmonica and ... voice!



July 24 - Steve Weeks' World of Music

Come join national family music performer Steve Weeks for an interactive family romp filled with music, humor and games as he performs his hit songs. Come prepared to laugh. Come prepared to sing... and bring those dancing shoes!

July 31 - Closing Celebration: "The Eagle has Landed"

As our Summer Reading mission comes to a close, join us for fun activities and final messages of congratulations to all of our readers! Perhaps there will be awards...



ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Resolution No. 12-2019 substantial completeness of petition to annex Comfort Inn.

Recommended Action:

Adopt Resolution No. 12-2019 finding the petition for annexation of the Comfort Inn to be in substantial compliance with C.R.S. § 12-31-107.

Background:

Skyline Hospitality, Inc., owners of the Comfort Inn, have filed a petition for annexation of the 3.8 acre parcel of land on which the hotel sits. The Petition was filed with the City in December of 2018, thereby meeting the six month requirement found in C.R.S. § 31-12-107(1)(e). The petitioners then requested that the City hold off on acting on the petition until they subdivided the property that is the subject of the Petition. They have done that, and have now asked the City to move forward with annexation.

City Council is required under the *Municipal Annexation Act of 1965*, as amended, to determine whether the petition is in substantial compliance with C.R.S. Section 31-12-107 (1). That section sets forth certain requirements for what must be in a petition. The petition (copy attached) and accompanying annexation plat (copy attached) have been reviewed by staff, and it is staff's conclusion that they meet the requirements of Section 31-12-107.

The council's role in considering the resolution finding substantial compliance is essentially ministerial. The statute provides that "If the petition is found to be in substantial compliance. . . the procedure outlined in sections 31-12-108 to 31-12-110 shall then be followed. If it is not in substantial compliance, no further action shall be taken." A copy of section 31-12-107 is attached for your ease of reference in considering substantial compliance. As noted above, staff has determined that the application is in substantial compliance with the statute.

This Resolution, if adopted, only begins the process. There follows a public hearing on the eligibility of the property to be annexed (the date for which is set by this resolution), and then consideration of the annexation and the conditions under which it will occur, or if it will occur at all, which are in the discretion of Council. Staff has tentatively scheduled a first reading for the annexation ordinance on August 7, and a final reading on August 21, immediately following the eligibility hearing.

Issue Before the Council:

Does Council find that the annexation petition is in substantial compliance with the requirements of C.R.S. Section 31-12-107 (1).

Alternatives:

- 1) Find that the petition is in substantial compliance and adopt Resolution No. 12-2019.
- 2) Find that the petition is not in substantial compliance, and terminate all further proceedings.

Fiscal Impact:

None. This is a purely ministerial action.

Legal Opinion:

The City Attorney has reviewed the petition, and believes it to be in substantial compliance.

Conclusion:

The resolution finding substantial compliance is the first step in the annexation process. There is no scope, at this point in the proceedings, for Council to exercise discretion in whether or not to annex the property. That decision point comes later in the process in consideration of an annexation agreement and annexation ordinance.

ATTACHMENTS:

Description	Type
▣ Resolution No. 12-2019 finding substantial compliance	Resolution
▣ Comfort Inn annexation petition	Backup Material
▣ Comfort Inn annexation plat	Backup Material
▣ CRS § 31-12-107	Backup Material

RESOLUTION NO. 12-2019

A RESOLUTION FINDING SUBSTANTIAL COMPLIANCE OF THE COMFORT INN ANNEXATION PETITION FOR THE ANNEXATION OF A 3.8 ACRE TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 6, TOWNSHIP 37 NORTH, RANGE 10 EAST, OF THE NEW MEXICO PRINCIPAL MERIDIAN, ALAMOSA COUNTY, COLORADO; AND SETTING FORTH DETAILS IN REGARDS THERETO; AND SETTING A DATE FOR A PUBLIC HEARING TO CONSIDER SAID PETITION:

WHEREAS, the owners of 100% of the real property included in an area proposed to be annexed, lying generally west of County Road 107 South and generally north of U.S. Highway 160, Alamosa County, Colorado (which area is described in exhibit A attached hereto and made a part hereof by reference), excluding public streets and alleys and any land owned by the City of Alamosa, have filed a petition for annexation of said area with the City Clerk of the City of Alamosa, Colorado, requesting the City to commence proceedings for the annexation of said area; and

WHEREAS, having received the petition for annexation, the City Council is required under the *Municipal Annexation Act of 1965*, as amended, to determine whether said petition is in substantial compliance with C.R.S. Section 31-12-107 (1), and if so, to follow the procedure set forth in C.R.S. Sections 31-12-108 through 111;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALAMOSA, COLORADO:

1. City Council hereby finds that the petition for annexation has been signed by 100% of the landowners in the area proposed to be excluding public streets and alleys and any land owned by the City of Alamosa.
2. The City Council hereby finds that the petition for annexation is in substantial compliance with the requirements of C.R.S. Section 12-31-107 (1), as amended.
3. City Council hereby finds that it has the necessary jurisdiction to proceed with the annexation of said area.
4. The City Council hereby determines that it shall hold a public hearing to determine if the proposed annexation complies with section 30 of Article 2 of the state constitution, and Sections 31-12-104 and 31-12-105, C.R.S., as amended, to establish whether or not said area is eligible for annexation under the *Municipal annexation act of 1965*, said hearing to be held at a regular meeting of the City Council on the 21st day of August, 2019 at 7:00 p.m., in the Council Chambers at City Hall, 300 Hunt Avenue, Alamosa, Colorado.
5. The City Clerk is hereby directed to give notice of said public hearing in accordance with the provisions of Section 31-12-108 (2), C.R.S., as amended.
6. This resolution shall take effect upon its adoption.

REVIEWED, CONSIDERED, APPROVED AND ADOPTED this 17th day of July, 2019.

City of Alamosa, Colorado

Ty Coleman, Mayor

Attest: (SEAL)

Holly C. Martinez, City Clerk

EXHIBIT A
LEGAL DESCRIPTION
COMFORT INN ANNEXATION PARCEL

Tract 1, Comfort Inn Division of Land, as shown on the plat recorded under Reception No. 373604 as recorded June 19, 2019, in the office of the Alamosa County Clerk and Recorder, located in the Northeast Quarter (NE¼) of Section 6, Township 37 North, Range 10 East of the New Mexico Principal Meridian, Alamosa County, Colorado, containing 3.80 acres, more or less.

PETITION FOR ANNEXATION

The undersigned landowners ("Petitioners"), in accordance with the Municipal Annexation Act of 1965 [Article 12, Chapter 31, C.R.S., as amended] hereby petition the City Council of the City of Alamosa, Colorado, for annexation to the City of Alamosa of the unincorporated territory more particularly described below, and in support of said Petition, you Petitioners allege that:

(1) It is desirable and necessary that the following described territory be annexed to the City of Alamosa, Colorado:

A Tract of land located in the Northeast Quarter (NE ¼) of Section 6, Township 37 North, Range 10 East, New Mexico Principal Meridian, described as follows:

Beginning at a intersection of the northerly right-of-way of U.S. Highway 160 and the west right-of-way of Alamosa County Road 107 South, which point is also the southeast corner of the parcel herein described, from which the Quarter Corner between Sections 5 & 6 bears S 02°40'13" E a distance of 969.76 feet; thence N 61°55'05" W along said U.S. State Highway 160 a distance of 500.19 feet, to the southwest corner of the herein described parcel; thence N 00°50'11" E a distance of 297.75 feet to the northwest corner of the herein described parcel; then S 89°10'35" E along the north line of the herein described parcel a distance of 50.00 feet; then S 00°50'11" W along the north line of the herein described parcel a distance of 50.00 feet; then N 89°10'35" W a distance of 394.59 feet to a point on the east right-of-way line of said Alamosa County Road 107 South, which point is also the northeast corner of the herein described parcel; thence S 00°47'27" W along said right-of-way a distance of 476.84 feet, to the Point of Beginning, Containing 3.80 acres, more or less.

The Petitioners are owners of property located within such area proposed to be annexed.

(2) Not less than one-sixth (1/6) of the perimeter of the area proposed to be annexed is contiguous with the City of Alamosa, Colorado.

(3) A community of interest exists between the area proposed to be annexed and the City of Alamosa, Colorado.

(4) The area to be annexed is urban or shall be urbanized in the near future.

(5) No land in the area proposed to be annexed which is held in identical ownership and consisting of either a single tract or parcel or two or more contiguous tracts or parcels:

(a) Have been divided into separate parcels without the written consent of the landowners thereof.

(b) Comprising twenty (20) or more acres and having an assessed valuation for ad valorem tax purposes in excess of \$200,000, has been included in the area proposed to be annexed without the written consent of the landowner(s).

(6) No part of the area proposed to be annexed is more than three (3) miles from a point in the municipal boundary, as such was established more than one (1) year before this annexation shall take place.

(7) The area proposed to be annexed is located solely within unincorporated Alamosa County, Colorado.

(8) The undersigned request that the City of Alamosa, Colorado approve the annexation of the area proposed to be annexed.

(9) The signature of each signer, the mailing address of each such signer, the legal description of the land owned by each such signer and the date of signing of each signature are all shown on the signature sheets which are attached to and made a part of this Petition.

(10) There is attached hereto the affidavit of each circulation of this Petition, whether consisting of one or more sheets, that each signature here on is the signature of the person whose name it purports to be.

(11) Accompanying this Petition are four (4) copies of the Annexation Map containing the following information:

(a) A written legal description of the boundaries of the area proposed to be annexed;

(b) A map showing the boundary of the area proposed to be annexed;

(c) Within the annexation boundary map there is shown the location of each ownership tract in un-platted land, and, if part or all of the area proposed to be annexed is platted, then the boundaries and the plat numbers of the plots or of lots and blocks.

(d) Next to the boundary of the area proposed to be annexed is drawn the contiguous boundary of the City of Alamosa, and the contiguous boundary of any other municipality abutting the area proposed to be annexed.

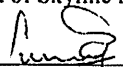
(12) The area proposed to be annexed is not presently a part of any incorporated city, city and county, or town.

(13) The petitioner(s) hereto acknowledge the fact that the City of Alamosa is not legally obligated to annex the described area, and that if the City does annex the described area, the annexation shall be contingent upon the conditions and agreement of the petitioner(s) to the conditions as set forth in a proposed "Annexation Agreement", which the petitioner(s) agree to enter into prior to the effective date of this annexation.

Wherefore, the Petitioners request that the City Council of the City of Alamosa, Colorado, approve the annexation of the area described herein.

Landowners

By: Bakul Sanghvi
President of Skyline Hospitality Inc.

Signature: 

Date: 11-10-18

Attested by: Nirupama Sanghvi
Secretary of Skyline Hospitality Ince.

Signature: N.B. Sanghvi

Date of Signature: 11-10-18

Are you a resident of the area to be annexed? () Yes (X) No

Mailing Address: 8300 NW 123 Way Parkland, FL 33076

Legal Description of land owned by signators:

As Described in Paragraph (1) of this petition.

COMFORT INN ANNEXATION

TO THE CITY OF ALAMOSA, BEING TRACT 1 OF THE COMFORT INN DIVISION OF LAND, LOCATED IN THE NORTHEAST QUARTER (NE¼) OF SECTION 6, TOWNSHIP 37 NORTH, RANGE 10 EAST, NEW MEXICO PRINCIPAL MERIDIAN, ALAMOSA COUNTY, COLORADO

ANNEXATION PETITION AND DESCRIPTION

KNOW ALL MEN BY THESE PRESENTS that the undersigned "PETITIONERS" in accordance with the Municipal Annexation Act of 1932 (Article 12, Chapter 31, C.R.S., as amended) hereby petition the City Council of the City of Alamosa, Colorado, for annexation to the City of Alamosa of the unincorporated territory more particularly described as follows:

Tract 1, Comfort Inn Division of Land, as shown on the plat recorded under Reception No. XXXXXXXX in the office of the Alamosa County Clerk and Recorder, located in the Northeast Quarter (NE¼) of Section 6, Township 37 North, Range 10 East of the New Mexico Principal Meridian, Alamosa County, Colorado, containing 3.80 acres, more or less.

This tract is subject to any and all existing easements and/or rights of way of whatsoever nature.

FURTHER THAT the Skyline Hospitality, Inc. does hereby petition the City of Alamosa to annex the above described parcel.

SIGNED: _____

as: _____
of Skyline Hospitality, Inc.

STATE OF COLORADO }
COUNTY OF ALAMOSA } SS

The foregoing was acknowledged before me this _____ day of _____, 2019,

by _____ as _____ of Skyline Hospitality Inc.

Witness my hand and seal. My commission expires _____.

SIGNED: _____
Notary Public

ACCEPTANCE OF ANNEXATION

The Annexation as shown on this plat is hereby accepted and approved by the City of

Alamosa on this ____ day of _____, 2019.

Signed: _____ Attest: _____
Mayor City Clerk

SURVEYOR'S STATEMENT

I, Daniel M. Russell, a duly registered land surveyor in the State of Colorado, do hereby state that this plat was prepared from the notes of an actual field survey performed by me or under my direct supervision and is true and correct to the best of my knowledge and belief.

Date

CLERK AND RECORDER'S CERTIFICATE

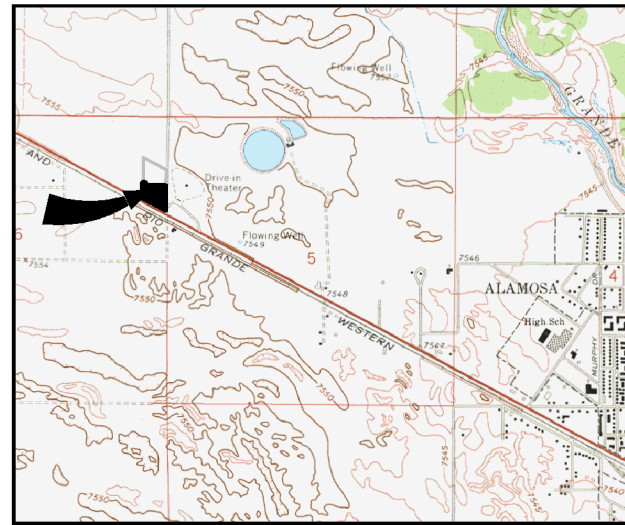
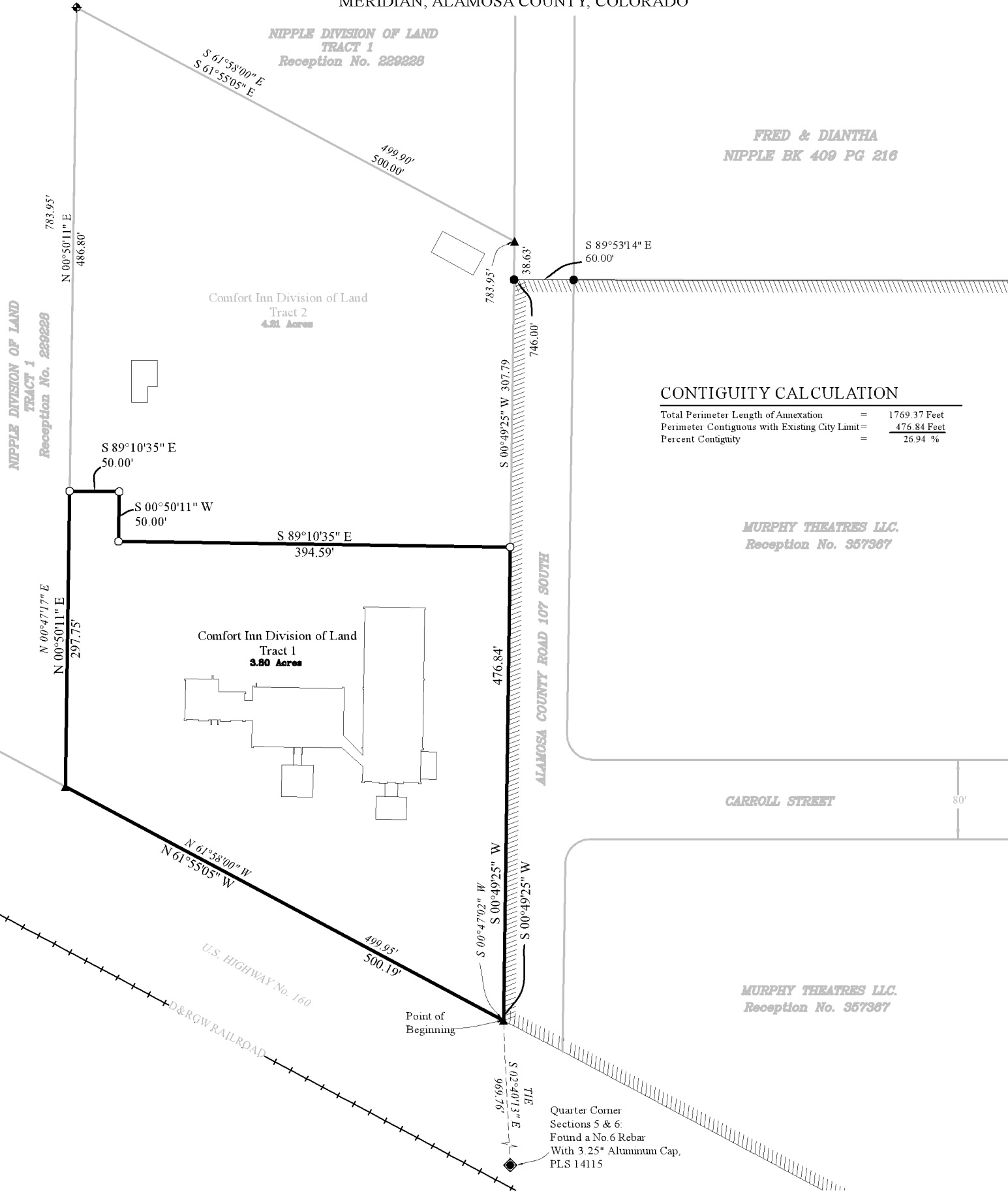
STATE OF COLORADO }
COUNTY OF ALAMOSA } SS

I hereby certify that this instrument was filed in my office at _____ O'clock, __ M.,

the _____ day of _____, 2019, and is duly recorded under Reception

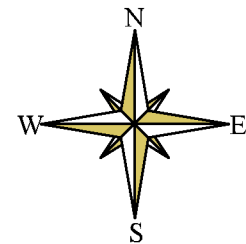
No. _____, and is Filed in Plat Cabinet _____, Map No. _____.

Signed: _____
Recorder



Location Map

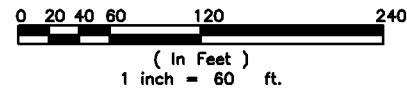
Not to Scale



BEARING BASIS

Bearings hereon are based on the assumption that the South line of the Comfort Inn Annexation, bears N 61°55'05" W, monumented as shown hereon.

GRAPHIC SCALE



LEGEND

- Section or Quarter Section Corner, As Described
- Found No. 4 Rebar With 1" Yellow Plastic Cap, PLS No. 22583
- Set a 24" No. 4 Rebar With 2" Aluminum Cap, PLS No. 22583
- Found No. 4 Rebar With 1" Red Plastic Cap, PLS No. 38004
- Found No. 5 Rebar With no Identification
- Property Boundary
- Section Line
- City limits
- Adjacent Boundary Line
- Tie Line
- Record Bearing and Distance as per the Nipple Division of Land
- Measured Bearing and Distance

SURVEYOR'S NOTES

- This survey does not constitute a title search by Russell Surveyors & Associates, Inc. to determine ownership or easements of record. For all information regarding easements, rights-of-way and ownership, Russell Surveyors & Associates, Inc. relied upon information provided by the client. All record easements indicated in the information provided, and apparent easements that may affect this property are shown hereon.
- According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.
- This drawing is the property of the surveyor and is not to be reproduced, modified or used for any other project or extension of this project except by express written consent of the surveyor. The surveyor shall not be liable or held responsible for any claims, liability or costs arising out of any reuse or modification of this drawing by others.

RUSSELL SURVEYORS & ASSOCIATES, INC.
6820 S. Hwy 17, ALAMOSA, COLORADO 81101
(P) 719/587-3630 (F) 719/587-3632

COMFORT INN ANNEXATION
TO THE CITY OF ALAMOSA,
LOCATED IN THE NORTHEAST QUARTER OF SECTION 6,
TOWNSHIP 37 NORTH, RANGE 10 EAST, NEW MEXICO PRINCIPAL MERIDIAN,
ALAMOSA COUNTY, COLORADO

SHEET
NUMBER
1 of 1

DRAWN: JJC
CHECKED: DMR
DATE: 6-12-19
DRAWING NAME:
R02130 PATEL
COMFORT INN

CLIENT:
MANISH PATEL

REVISIONS:

JOB NUMBER
R02130

§ 31-12-107. Petitions for annexation and for annexation elections.

Colorado Statutes

Title 31. GOVERNMENT - MUNICIPAL

ANNEXATION - CONSOLIDATION - DISCONNECTION

Article 12. Annexation - Consolidation - Disconnection

Part 1. MUNICIPAL ANNEXATION ACT OF 1965

Current through Chapter 351 of the 2019 Legislative Session (with the exception of Chs. 136, 174, 211, 232, 236, 264, 265, 308)

§ 31-12-107. Petitions for annexation and for annexation elections

- (1) Petition for annexation in accordance with section 30 (1)(b) of article II of the state constitution:
 - (a) Persons comprising more than fifty percent of the landowners in the area and owning more than fifty percent of the area, excluding public streets and alleys and any land owned by the annexing municipality, meeting the requirements of sections 31-12-104 and 31-12-105 may petition the governing body of any municipality for the annexation of such territory.
 - (b) The petition shall be filed with the clerk.
 - (c) The petition shall contain the following:
 - (I) An allegation that it is desirable and necessary that such area be annexed to the municipality;
 - (II) An allegation that the requirements of sections 31-12-104 and 31-12-105 exist or have been met;
 - (III) An allegation that the signers of the petition comprise more than fifty percent of the landowners in the area and own more than fifty percent of the area proposed to be annexed, excluding public streets and alleys and any land owned by the annexing municipality;
 - (IV) A request that the annexing municipality approve the annexation of the area proposed to be annexed;
 - (V) The signatures of such landowners;
 - (VI) The mailing address of each such signer;

(VII The legal description of the land owned by such signer;
)

(VII The date of signing of each signature; and
I)

(IX) The affidavit of each circulator of such petition, whether consisting of one or more sheets, that each signature therein is the signature of the person whose name it purports to be.

(d) Accompanying the petition shall be four copies of an annexation map containing the following information:

(I) A written legal description of the boundaries of the area proposed to be annexed;

(II) A map showing the boundary of the area proposed to be annexed;

(III) Within the annexation boundary map, a showing of the location of each ownership tract in unplatted land and, if part or all of the area is platted, the boundaries and the plat numbers of plots or of lots and blocks;

(IV) Next to the boundary of the area proposed to be annexed, a drawing of the contiguous boundary of the annexing municipality and the contiguous boundary of any other municipality abutting the area proposed to be annexed.

(e) No signature on the petition is valid if it is dated more than one hundred eighty days prior to the date of filing the petition for annexation with the clerk. All petitions which substantially comply with the requirements set forth in paragraphs (b) to (d) of this subsection (1) shall be deemed sufficient. No person signing a petition for annexation shall be permitted to withdraw his signature from the petition after the petition has been filed with the clerk, except as such right of withdrawal is otherwise set forth in the petition.

(f) The clerk shall refer the petition to the governing body as a communication. The governing body, without undue delay, shall then take appropriate steps to determine if the petition so filed is substantially in compliance with this subsection (1).

(g) If the petition is found to be in substantial compliance with this subsection (1), the procedure outlined in sections 31-12-108 to 31-12-110 shall then be followed. If it is not in substantial compliance, no further action shall be taken.

(2) Petition for annexation election in accordance with section 30 (1)(a) of article II of the state constitution:

- (a) The registered electors may petition the governing body of any municipality to commence proceedings for the holding of an annexation election in the area proposed to be annexed. This petition shall meet the standards described in paragraphs (c) and (d) of this subsection (2) and either:
 - (I) Shall be signed by at least seventy-five registered electors or ten percent of said electors, whichever is less, if such area is located in a county of more than twenty-five thousand inhabitants; or
 - (II) Shall be signed by at least forty registered electors or ten percent of said electors, whichever is less, if such area is located in a county of twenty-five thousand inhabitants or less.
 - (b) The petition shall be filed with the clerk.
 - (c) The petition for annexation election shall comply with the provisions of paragraph (c) of subsection (1) of this section; except that:
 - (I) Rather than an allegation of any certain percentage of land owned, it shall contain an allegation that the signers of the petition are qualified electors resident in and landowners of the area proposed to be annexed; and
 - (II) The petition shall request the annexing municipality to commence proceedings for the holding of an annexation election in accordance with section 30 (1)(a) of article II of the state constitution.
 - (d) The requirements and procedures provided for in paragraphs (e) and (f) of subsection (1) of this section shall be met and followed in a proceeding under this subsection (2).
 - (e) If the petition is found to be in substantial compliance with this subsection (2), the procedure outlined in sections 31-12-108 to 31-12-110 shall then be followed, subject thereafter to an annexation election to be held in accordance with section 31-12-112. If the petition for an annexation election is not found to be in substantial compliance, no further action shall be taken; except that the governing body shall make such determination by resolution.
- (3) Procedures alternative: The procedures set forth in subsections (1) and (2) of this section are alternative to each other and to any procedure set forth in section 31-12-106 ; except that a petition for annexation election filed pursuant to subsection (2) of this section shall take precedence over an annexation petition involving the same territory and filed pursuant to subsection (1) of this section if such petition for annexation election is filed at least ten days prior to the hearing date set for the annexation petition filed pursuant to subsection (1) of this section.
- (4) Additional terms and conditions on the annexation: Additional terms and conditions may

be imposed by the governing body in accordance with section 31-12-112.

- (5) If a petition is filed pursuant to subsection (1) or (2) of this section and the territory sought to be annexed meets the specifications of section 31-12-106(1), the governing body of the municipality with which the petition is filed shall thereupon initiate annexation proceedings pursuant to the appropriate provisions of section 31-12-106(1). In the event that any governing body fails to initiate such annexation proceedings within a period of one year from the time that such petition is filed, annexation may be effected by an action in the nature of mandamus to the district court of the county where the land to be annexed is located, and the petitioner's court costs and attorney fees incident to such action shall be borne by the municipality.
- (6) No proceedings for annexation to a municipality may be initiated in any area which is the same or substantially the same area in which an election for annexation to the same municipality has been held within the preceding twelve months.
- (7) For the purpose of determining the compliance with the petition requirements in this section, a signature by any landowner shall be sufficient so long as any other owner in fee of an undivided interest in the same area of land does not object in writing to the governing body of the annexing municipality within fourteen days after the filing of the petition for annexation or annexation election. The entire area of the land signed for shall be computed as petitioning for annexation if such signing landowner has become liable for taxes in the last preceding calendar year or is exempt by law from payment of taxes. One who is purchasing land under a written contract duly recorded shall be deemed the owner of the land which is subject to the contract if he has paid the taxes thereon for the next preceding tax year. The signers for an area owned by a corporation, whether profit or nonprofit, shall be the same persons as those authorized to convey land for such corporation.
- (8) No power of attorney providing the consent of a landowner to be annexed by a municipality pursuant to this section shall be valid for a term of more than five years, and no such power of attorney executed before May 27, 1997, shall be valid for a term of more than five years after May 27, 1997.

Cite as C.R.S. § 31-12-107

History. L. 75: Entire title R&RE, p. 1080, § 1, effective July 1; (1)(d)(IV) amended, p. 1452, § 12, effective July 1. L. 87: (1)(e) and (1)(g) amended, p. 1219, § 3, effective May 28. L. 97: (5) amended and (8) added, p. 995, § 3, effective May 27. L. 2010: IP(1), (1)(a), (1)(c)(III), (1)(g), IP(2), (2)(a), (2)(c)(II), and (2)(e) amended, (HB 10-1259), ch. 211, p. 914, §5, effective August 11.

Editor's Note:

This section is similar to former §§ 31-8-103 and 31-8-107 as they existed prior to 1975.

Case Notes:

ANNOTATION

I. GENERAL CONSIDERATION.

Law reviews. For article, "One Year Review of Constitutional Law", see 40 Den. L. Ctr. J. 134 (1963). For article, "Annexation: Today's Gamble for Tomorrow's Gain -- Parts I and II", see 17 Colo. Law. 603 (1988). For article, "ADR Techniques in Municipal Annexations", see 18 Colo. Law. 901 (1989).

Annotator's note. Since § 31-12-107 is similar to former § 31-8-107 prior to the 1975 repeal and reenactment of this title, and laws antecedent thereto, relevant cases construing those provisions have been included in the annotations to this section.

The 1965 annexation act provided for alternate methods of annexing land. Breternitz v. City of Arvada, 174 Colo. 56, 482 P.2d 955 (1971).

Procedures detailed. This section detailed procedures relating to petitions by those owners residing within or only owning land within the area to be annexed. Tanner v. City of Boulder, 151 Colo. 283, 377 P.2d 945 (1962).

Differentiation of petitioner qualifications. Except for differences regarding the qualifications of the petitioners, the procedures under this section are substantially the same. City of Aspen v. Howell, 170 Colo. 82, 459 P.2d 764 (1969).

The article contains no express prohibition against any person becoming the circulator of a petition. City of Englewood v. Daily, 158 Colo. 356, 407 P.2d 325 (1965).

This section requires an affidavit that each signature thereon is the signature of the person whose name it purports to be. City of Englewood v. Daily, 158 Colo. 356, 407 P.2d 325 (1965).

The streets and public ways in the area are not to be included in calculating the area to be annexed. City & County of Denver v. Holmes, 156 Colo. 586, 400 P.2d 901 (1965).

Applied in Bd. of County Comm'rs v. City & County of Denver, 190 Colo. 8, 543 P.2d 521 (1975); Slack v. City of Colo. Springs, 655 P.2d 376 (Colo. 1982).

II. PETITION FOR ANNEXATION.

Legislative intent in subsection (1)(g). The general assembly clearly intended to distinguish between petitions for annexation signed by 100 percent of the owners of the land proposed for annexation and petitions signed by a lesser number by enacting this section. Bd. of County Comm'rs v. City & County of Denver, 194 Colo. 252, 571 P.2d 1094 (1977).

The legislative limitation applies to the entire part, and not merely to this section. Bd. of County Comm'rs v. City &

County of Denver, 194 Colo. 252, 571 P.2d 1094 (1977).

Initiation of proceedings by petition. This section provides that annexation proceedings of eligible territory shall be initiated by written petition presented to the legislative body of the city, city and county, or incorporated town to which it is proposed to annex such territory. *People ex rel. City & County of Denver v. County Court*, 137 Colo. 436, 326 P.2d 372 (1958); *City of Englewood v. Daily*, 158 Colo. 356, 407 P.2d 325 (1965).

Land ownership and tax liability proponent and opponent prerequisites. The requirements of ownership in fee and the liability for taxes were both prerequisites for participation as a proponent of the annexation, and the same requirements confronted an opponent of the annexation. *City & County of Denver v. Holmes*, 156 Colo. 586, 400 P.2d 901 (1965).

Owners of land in joint tenancy are entitled to sign and to be counted with the resident landowners, because each joint tenant owns an interest and is in his own right a landowner. *Rice v. City of Englewood*, 147 Colo. 33, 362 P.2d 557 (1961).

Petition signed by executor. The petition for annexation was signed by the "owner" of 100 percent of the territory annexed where it was signed by an executor to whom was given full power to manage and sell estate property as well as authority to do any act or carry out any agreement respecting the property even though title was not in him. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 211, 565 P.2d 212 (1977).

Where an annexation petition was signed by a tenant-in-common holding an undivided interest in the land annexed, the requirements of subsection (1)(g) were met and no notice, hearing, or election was necessary. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 325, 566 P.2d 335 (1977).

Where signers of the annexation petition owned well over 50% of the land proposed to be annexed, but at the same time five of the nine resident signers were favorable to the annexation, the fact that these resident owners represented a percentage of property less than 50% is inconsequential since much more than 50% of the area was represented by resident and nonresident owners. *Rice v. City of Englewood*, 147 Colo. 33, 362 P.2d 557 (1961).

Notice and hearing are not required when 100% of the landowners sign the annexation petition. *Bd. of County Comm'rs v. City & County of Denver*, 194 Colo. 252, 571 P.2d 1094 (1977).

Streets and roadways are excluded when considering whether all of the landowners in an area proposed to be annexed have signed an annexation petition, and, if all other owners are signatories, there are no notice, hearing, or election requirements. *Bd. of County Comm'rs v. City & County of Denver*, 40 Colo. App. 281, 573 P.2d 568 (1977).

Immaterial who obtains consent. With regard to petitions for annexation, so long as the requisite number of landowners freely consent to the annexation it is wholly immaterial who obtains that consent. *City of Englewood v. Daily*, 158 Colo. 356, 407 P.2d 325 (1965).

Such as city officials. Nowhere does this article prohibit, either expressly or by necessary implication, the annexing

city's officials from participating in the circulation of annexation petitions. *City of Englewood v. Daily*, 158 Colo. 356, 407 P.2d 325 (1965).

The fact that city councilmen must "find" that the form of the petition meets the statutory requirements when it is presented to the annexing city's council does not disqualify the councilmen from acting as circulators of the petitions. *City of Englewood v. Daily*, 158 Colo. 356, 407 P.2d 325 (1965).

"Finding" is administrative conclusion. The "finding" of compliance with the section, as a preliminary step in annexation proceedings, is no more than an administrative or ministerial conclusion of fact upon which the legislative power to act is dependent, and this "finding" would necessarily be made by the legislative body whether this section required it or not. *City of Englewood v. Daily*, 158 Colo. 356, 407 P.2d 325 (1965).

An obvious typographical error in the signature page of an annexation petition considered in context was insubstantial and did not invalidate the petition. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 325, 566 P.2d 335 (1977).

An annexation petition was sufficient even though the signature pages failed to set out the date of each signature, where the dates on the verifications accompanying the signatures showed that signing took place prior to filing the documents, and there was no allegation that prejudice resulted or that any of the signatures were stale. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 325, 566 P.2d 335 (1977).

There is substantial compliance with the requirement of subsection (1)(d) that copies of the annexation map accompany the petition where the map is available to the city council whether or not it is physically attached to the petition. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 325, 566 P.2d 335 (1977).

Where, in its resolution, the city council recited that the annexation petition was accompanied by a map and school board resolution, and these documents were available on file with the Denver clerk and recorder for the city council's inspection and consideration prior to passage of the annexation ordinance, there was substantial compliance with the requirements that the documents accompany the petition. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 325, 566 P.2d 335 (1977).

When no substantial compliance with subsection (1)(g). The standard of substantial compliance under subsection (1)(g) is not met where the ownership of the land to be annexed does not clearly appear. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 321, 566 P.2d 340 (1977).

The standard of substantial compliance under subsection (1)(g) is not met where the description of the area to be annexed is so confused and contradictory that the area to be annexed cannot be determined from the petition and its attachments. *Bd. of County Comm'rs v. City & County of Denver*, 193 Colo. 321, 566 P.2d 340 (1977).

Where city owned 50-foot strip in land to be annexed. Since the city council must decide whether annexation will be approved under subsection (1)(g) where owners of 100% of the land to be annexed had signed the petition, no purpose would be served by requiring the city, as owner of a 50-foot contiguous strip in the land to be annexed, to

sign a petition addressed to itself. *Bd. of County Comm'rs v. City & County of Denver*, 38 Colo. App. 171, 556 P.2d 486 (1976), *aff'd*, 194 Colo. 252, 571 P.2d 1094 (1977).

III. PETITION FOR ANNEXATION ELECTION.

This section provides for the electorate to have a veto power over annexation when it commands that an election petition take precedence over any petition filed with city council by petitioners who own more than 50% of the land. *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

Compliance with subsection (1)(c)(III) not required. When a petition for annexation election is filed pursuant to subsection (2), the signers, if they comprise the requisite number or percentage and are qualified electors and resident landowners in the territory, need not also comply with subsection (1)(c)(II). *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

The general assembly intended that subsection (1)(c)(III) of this section requiring signatures of more than 50% of the landowners be excepted, i.e., "taken out" and excluded from consideration when the requisite number of petitioners sought annexation by the election alternative. *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

If the provision of subsection (2) that either 75 electors or 10%, whichever is the lesser, can petition for an election in which the majority vote will control, it simply does not make sense to add the additional requirement that these same petitioners be owners of more than 50% of the land. *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

Corporate or nonresident owners have no voice in election. Subsection (2), if it is to be given life and meaning, was intended to provide for a voice in the annexation process to be given to people living in the area as opposed to corporate or nonresident owners of larger segments of the land. *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

Except corporate owner may petition. By giving full force and effect to the subsection (2) alternative, one corporate owner, or two, or half a dozen owners of more than 50% of the land cannot impose their annexation whims on other resident-electors who own the balance or less than 50% of the territory, but the latter may nevertheless petition for an election if 75 electors or 10% wish to put the matter to a vote. *Breternitz v. City of Arvada*, 174 Colo. 56, 482 P.2d 955 (1971).

Suspension of actions on annexation petition. The provision that a petition for annexation election shall take precedence over an annexation petition does not require that, when the election petition was filed, all actions under the annexation petition should have been abandoned, and a new procedure should have been initiated under subsection (2). *City of Aspen v. Howell*, 170 Colo. 82, 459 P.2d 764 (1969).

Findings as to qualifications of signers proper. Where there was testimony that the signers of the petition were registered voters, that each signer stated under oath that he was a landowner, and that an examination of the county records disclosed them all to be landowners, and the petition recited that the signers were qualified electors, residents in and landowners of the area proposed to be annexed, and there is nothing in the record to indicate that less than 75

of the signers were not qualified to sign, the finding of the city council as to the qualifications of the signers is proper.
Breternitz v. City of Arvada, 174 Colo. 56, 482 P.2d 955 (1971).

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Alamosa County Chamber of Commerce, Beat the Heat BBQ Special Events Permit, August 2 and 3, 2019.

Recommended Action:

Approve Special Events Permit for the Alamosa County Chamber of Commerce for the Beat the Heat BBQ event as described below.

Background:

Applicant: Alamosa County Chamber of Commerce

Event Description:

1. August 2, 2019 from 10:00 a.m. to 10:00 p.m.
2. August 3, 2019 from 9:00 a.m. to 7:00 p.m.
3. Application is for Malt, Vinous, and Spirituous Liquor
4. Location will be at Cole Park within the confined area. (See attached).

Factual Findings:

- Applicant has possession of the premise through a contract.
- Applicant qualifies as a non-profit corporation.
- The application was submitted in a timely manner.
- All applicable fees have been paid.
- No written protests were received by the deadline (July 8, 2019).

Applicant has successfully operated under a special events permit for this event in the past.

Issue Before the Council:

Does Council wish to approve the Special Events Permit?

Alternatives:

1. Approve the Special Events Permit.
2. Do not act on approval. Determine potential reasons for denial, and set a hearing date.

Fiscal Impact:

N/A

Legal Opinion:

No legal issues have been raised regarding this application. The City Attorney will be available at the meeting if needed.

Conclusion:

Staff recommends that Council approve the Special Events Permit Application for the Beat the Heat BBQ event to continue the successful presentation of this popular event.

ATTACHMENTS:

Description	Type
Application and Drawing of License Premise	Backup Material

City Clerk's Office
City of Alamosa
POB 419
Alamosa, CO 81101
719/589-2593 ext. 8

City of Alamosa Special Events Permit Application

Fees payable to the City of
Alamosa:
\$100 per day
\$50 for rush processing

Name of Applicant Non-Profit Organization or Political Candidate: <u>Alamosa County Chamber of Commerce</u>		
Entity Address: <u>610 State Ave. Alamosa</u>	Address of Event: <u>Cole Park, Alamosa</u>	Off-site storage address (if applicable): <u>N/A</u>
Authorized representative name: <u>Erin Kell</u>	Phone no. where you can be reached prior to and during event: <u>719-589-3681</u>	email address: <u>chambergrowthdirector@gmail.com</u>
Event Manager name: <u>Same as above</u>	Phone no. where you can be reached prior to and during event:	email address:
State Sales Tax No. <u>13-702223</u> City Sales Tax No. _____	Would you like to receive your permit by email? Yes ☒ No ☐	Malt, Vinous, Spirituous Liquor ☒ 3.2 Beer ☒
Is this location within 500 feet of a school? Yes ☐ No ☒ If yes, are classes in session during event: Yes ☐ No ☐		

Date(s) of event

Date: <u>August 2nd</u>
Start time: <u>10 am</u>
End time: <u>10 pm</u>

Date: <u>August 3rd</u>
Start time: <u>9 am</u>
End time: <u>7 pm</u>

Date: _____
Start time: _____
End time: _____

ATTACH ADDITIONAL PAGES IF NECESSARY

Describe the purpose of the event: community development/entertainment

How many people are expected to attend? 1,000

Describe your control plan (physical barriers, security, etc.) perimeter of park/stamps

Describe how you will meet the food service requirements: N/A

Please attach:

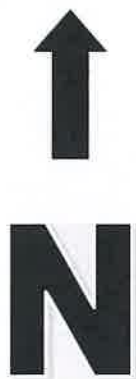
- ⇒ Qualifying non-profit documentation
- ⇒ Drawing of licensed premises
- ⇒ Separate drawing of storage location, if applicable
- ⇒ Proof of property possession

Oath of Applicant: I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

Signature: [Signature] Title: Exec. Dir. Date: 6-17-19

The City of Alamosa hereby finds that this application has been examined and the premises, business, and character of the applicant is satisfactory and this Permit is hereby approved

Signature: _____ Date: _____



1st Street

2nd Street

Restrooms

Teams

Kids Zone

Restrooms

Stage

Cole Park

Teams

Restrooms

Teams

Teams

Restrooms

-  **Parking**
-  **Judging Tent**
-  **Restrooms**
-  **Stage**
-  **Ash Barrel**
-  **Kids Zone**
-  **Beer Garden**
-  **Non Competition Vendors**
-  **Information Booth**