

ALAMOSA CITY COUNCIL

Regular Meeting Agenda

HYBRID - Council Chambers & Zoom Video Webinar
300 Hunt Avenue, Alamosa, CO
December 15, 2021

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

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

Zoom Webinar Link: <https://us02web.zoom.us/j/86494217747>

Dial-In Number: US: +1 346 248 7799 | Webinar ID: 864 9421 7747

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. CEREMONIAL ITEMS

- A. Proclamation: National Influenza Vaccination Month

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.

- C.2.a. Receive Monthly Reports for November 2021
- C.7.a. Approve Minutes of Special Meeting November 10, 2021
- C.7.b. Approve Minutes of Meeting December 1, 2021
- C.7.c. Appointment of Mark Martinez to the Main Street Advisory Committee as the Hospitality Industry representative.

VII. REGULAR BUSINESS

- A. Presentations from Outside Agencies

1. Update from Alamosa Housing Authority

B. Business Brought Forward by City Staff

1. Development Services

- a. First and Second reading on Emergency Ordinance 28-2021 to place a moratorium on the establishment of new short term rentals.
- b. Public Hearing and Second Reading, Ordinance 26-2021, An Ordinance Amending the Unified Development Code to Expand Housing Options

2. Public Works

- a. Motion authorizing an additional \$241,075 for the Victoria Street Drainage Infrastructure project
- b. Motion authorizing the reallocation of \$70,000 and addition of \$10,000 from the Enterprise Fund balance for the emergency replacement of a sanitary sewer line east of the Century Mobile Home Park

3. Police

- a. Public Hearing and Second Reading, Ordinance No. 27-2021 an ordinance adding a new article VI to chapter 14 (nuisances) of the Code of Ordinances of the City of Alamosa concerning mitigation of public nuisances created by the use of property in connection with certain crimes and allowing for the closure of such property.

4. City Manager/Legal

- a. Motion authorizing the sponsorship of \$5,000 to five entities in varying amounts as detailed in the Council Communication.
- b. Motion authorizing the Mayor to sign the agreement with Alamosa County for the termination of City sponsorship of the Airport and the partition of jointly owned Airport property.

C. Committee Reports

D. Staff Announcements

VIII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

E. Liquor Licensing Items

- a. Needs and Desires Hearing: New application for a Hotel/Restaurant License, Alamosa Thai House LLC d/b/a Thai House, 525 Main Street.

COUNCIL COMMENT

ADJOURNMENT

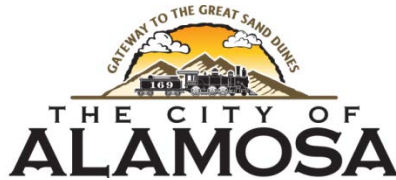
**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Proclamation: National Influenza Vaccination Month

ATTACHMENTS:

Description		Type
▣ National Influenza Vaccination Month Proclamation		Proclamations



Proclamation

National Influenza Vaccination Month

WHEREAS, in recognition of National Influenza Vaccination Week, San Luis Valley Health joins the leaders of the City of Alamosa to proclaim December as the month to recognize the importance and value of all vaccines to keep our population safe from serious diseases; and

WHEREAS, from measles and polio to influenza and COVID and everything in between, vaccines have been proven to save lives for centuries; and

WHEREAS, in 1798, the first smallpox vaccine was developed; and

WHEREAS, diseases such as rabies, tetanus, diphtheria, typhoid, tuberculosis and more, wreaked havoc on various populations until vaccines were developed.

NOW, THEREFORE, the City Council of Alamosa does hereby proclaim **the month of December**,
as

National Influenza Vaccination Month

and encourage the community to join us in promoting all vaccines of all ages of populations, and in saluting the scientists who have developed them and the caregivers who inoculate our community.

Given under my hand and seal of the City of Alamosa, Colorado on this 15th day of December, 2021.

Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive Monthly Reports for November 2021

ATTACHMENTS:

Description	Type
📎 November 2021 Monthly Reports	Reports

COUNCIL COMMUNICATION

DATE: December 15, 2021	AGENDA NO.	SUBJECT: City Manager Monthly Report for November 2021
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.

November 2021 Report

- Bi-Weekly meetings with Police Chief
- Monthly meeting with Public Work Director
- Meeting with Development Services Director
- Monthly meeting with Fire Chief
- Weekly Leadership Team meetings
- Bi-Weekly meetings with Mayor and City Clerk
- Meeting with Aaron Miltenburger, Boys & Girls Club
- Bi-Weekly meetings with Communications/Project Specialist
- Meeting with CDOT regarding 160 needs near Pike
- Visit to Evans to see Co-Responder Program
- Monthly meeting with Finance Director
- Monthly meeting with IT Director
- LEAD Policy meeting
- Monthly Main Street Advisory meeting
- COSSAP Conference
- Monthly Homeless Coalition meeting
- Monthly meeting with Development Services Director
- Meeting to prepare for new City Council orientation
- SLV Regional Opioid Governance meetings
- Multiple leadership team evaluations
- Meeting with Xcel regarding partnership and projects
- Monthly meeting with Parks & Rec Director
- Monthly Economic Development Committee meeting
- Meeting to review insurance renewal rates
- New Councilor Orientation for Councilor Woodward
- Monthly meeting with HR Manager

COUNCIL COMMUNICATION

DATE: December 7, 2021	AGENDA NO.	SUBJECT: Economic Development Report for November, 2021
Department Head: Kathy Woods, Economic Development		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

November, 2021:

Meetings, Events, Phone or Conferences/Calls and Inquiries:

- Met with new owner of the former Malouff property on Main (Former Kirby, Apt. bldg. and salon) – discussing plans for the old Kirby bldg. and the apartments
- A coffee roasting business start-up
- Mani Patel and partner on business recruitment (several)
- Friday HP contacts
- Jess Caton
- Dave Hanky – Railroad connection to gravel freight
- Russell Achatz – ASB
- Mary Russell
- Eva Malo – Façade grant
- Ruthie Brown – Façade grant
- Liquor store site selection continues
- Kristi McBee – Scott Graber
- Teri Hussman
- Dave Lane – Brownsfield Grant discussion
- Kiwanis Presentation
- Mary Stolfus – building search
- Yoshimiras – building owners looking for tenants
- Steven Valdez (Owner of former Office Tavern bldg.), Deacon and Rachel
- Brandon and Brittni, Diadora – meeting and building tour
- Liza Maron
- Georgia Cook – former Boyd School building purchase
- I was on vacation for a week and vacation days for a conference for a few days in November/early Dec.

Thank you for your support!

PARKS/CEMETERY

● **Cemetery Activities**

	<u>November</u>	<u>Total 2021</u>	<u>Total 2020</u>
Graves opened & closed	4	65	54
Graves set up services	4	65	54
Graves raised to grade	0	103	30
Cemetery spaces sold	9	84	98
Stones leveled	1	41	35
Columbarium Niches sold	0	0	10
Disinterment	0	0	0

● **Tree Related Activities**

	<u>November</u>	<u>Total 2021</u>	<u>Total 2020</u>
Trees Pruned/Trimmed	42	362	604
Trees Planted	0	33	35
Dead Trees Removed	0	22	0
Trees Moved	0	0	0

Equipment Serviced
 Walker mower
 New water truck
 Trash truck
 Blue Chevy
 Cemetery dump truck
 Chainsaws

Routine work:
 Cemetery computer work
 Funeral setups and the digging of graves
 Playground inspections
 Daily trash runs in the parks and cemetery
 River dike checks
 Trim trees
 Take banners down on Main Street
 Haul lights to cemetery shop and check
 Sort out stingers for trees on main and check
 Repair bent pole decorations and weld
 Stake down trees for decoration on Main Street
 Decorate train

Decorate city hall and public safety
Hang Hwy 160 decorations
Hang 6th street decorations
Hang 285 decorations
Hang Craft decorations
Hang rec center decorations and pole banners
Cut pint trees in the mountains
Hang state street decorations
Hang 4th street decorations
Check and adjust all timers and clocks
String lights on Main street trees
New stringers glued to building at City hall
Tie down big tree at City hall
Make stand for big tree and decorate
Put up some fence at Montana Azul East Craft
Clean graffiti at Montana Azul
Paint over graffiti at Boyd
Paint graffiti at Zapata
Repair mower flats

Alamosa Family Recreation Center

(719) 589-2105 | www.alamosarec.org | [City of Alamosa Activities on Facebook](#)

The Alamosa Family Recreation Center (AFRC) is open for fitness and recreational activities.

HOURS:

Mon-Thu: 6AM-9PM

Fri: 6AM-6PM

Sat: 7AM-6PM

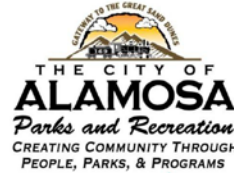
Sun: 12PM-6PM

Mask-wearing is currently encouraged but not required.

Ceramics Class is BACK & Underway!!

This Holiday season we will be offering a total of (8) ceramics classes where you can make a holiday ornament. You can do one class or do them all! Sign up and join us in making this holiday season a special one!

Holiday Ceramics Sculpture Class *Instructed by Lili Silva*



December 1st-December 16th
M-W-Th: 5pm-8pm
AFRC Studio Room
Registration is available online or in person.
All Ages Welcome
(First class will be from 6pm-9pm)



*Family Holiday
ornaments to help the
memories live on.*

Course Fee: \$60

Drop-In: \$12

**Happy Holidays
& A Happy New Year!**

from the Alamosa Family Recreation Center

*For more information please contact the Rec Center at
719.589.2105 or visit www.alamosarec.org*



In-Person Fitness Classes

Taekwondo

Classes are Monday and Wednesday evenings. The Youth class is 5:30-6:30 PM and the Adult/Family class is 6:30-8:00 PM. (Classes will be held in the Multi-Purpose Gym starting October 10th)

Lunchtime PowerHour w/Tammy

Class has returned to its regular schedule on Mon & Wed @ 12:00 PM. (Extra day is sometimes added each week, depending on the instructor).

Evening Cycling

Join us Tue & Thu evenings @ 5:30 PM for an action-packed aerobic workout. (Class is now held in the Studio Room)

Pickleball

All ages and abilities are welcome to join this participant-led Pickleball program on Tuesday and Friday mornings, 7:00-11:00 AM. (Currently held in the AFRC Main Gym)

Classes are free with AFRC membership or pay a drop-in fee per class.

Online Fitness Classes

Keep active this Winter! Classes will continue and are free with an active AFRC membership or only cost \$10/month/person. The program includes the following classes:

- Bodyweight Training w/ Steve: Tue & Thu @ 6:00 AM
- Tabata/Pilates w/ Catherine: Mon, Wed, & Fri @ 6:30 AM
- Morning Yoga w/ Pam: Mon/Wed @ 8:00 AM and Tue/Thu @ 9:00 AM

Upcoming AFRC Holiday Closures

December 23rd-26th: Christmas Observance (Close at Noon Dec. 23rd)

December 31st & January 1, 2022: New Year's Day

(We will be open regular hours Sunday, January 2nd)

Multi-Use Pavilion/Ice Rink

Ice Rink Schedule-December 2021									
Date	Day	Start	Finish	Activity	Date	Day	Start	Finish	Activity
12/1	Wed	10:00 AM	12:00 PM	Public Skate (Rentals Available)	12/9	Thu	8:00 AM	2:30 PM	AHS Skating Session
		12:30 PM	2:30 PM	Stick & Puck (All Ages)			3:00 PM	5:00 PM	Stick & Puck
		3:00 PM	5:00 PM	Public Skate (Rentals Available)			5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)			7:45 PM	9:15 PM	SLVYHA Ice Reservation
		8:00 PM	9:30 PM	Adult Drop-In Hockey (Competitive)			9:15 PM	9:45 PM	SLVYHA Dress-Out
		9:30 PM	10:00 PM	Adult Hockey Dress-out					
12/2	Thu	10:00 AM	12:00 PM	Stick & Puck (All Ages)	12/10	Fri	8:00 AM	10:30 AM	AHS Skating Session
		12:30 PM	2:30 PM	Public Skating (Rentals Available)			10:30 AM	12:30 PM	Stick & Puck (All Ages)
		3:00 PM	5:00 PM	Stick & Puck			12:45 PM	2:30 PM	Middle School Skating Session
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)			3:00 PM	8:00 PM	Public Skating (Rentals Available)
		7:45 PM	9:15 PM	SLVYHA Ice Reservation			5:30 PM	6:30 PM	Beginner Skate Lessons
		9:15 PM	9:45 PM	SLVYHA Dress-Out	12/11	Sat	10:00 AM	8:00 PM	Public Skate (Rentals Available)
12/3	Fri	10:00 PM	12:00 PM	Public Skate (Rentals Available)	12/12	Sun	12:00 AM	2:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)			2:30 PM	6:00 PM	Public Skating (Rentals Available)
		3:00 PM	8:00 PM	Public Skate (Rentals Available)			6:15 PM	7:30 PM	Adult Drop-In Hockey (Recreational)
		5:30 PM	6:30 PM	Beginner Skate Lessons			7:45 PM	9:15 PM	Adult Drop-In Hockey (Competitive)
							9:15 PM	9:45 PM	Adult Hockey Dress-Out
12/4	Sat	10:00 AM	8:00 PM	Public Skate (Rentals Available)					
12/5	Sun	12:00 AM	2:00 PM	Stick & Puck (All Ages)	12/13	Mon	10:00 AM	12:00 PM	Public Skating (Rentals Available)
		2:30 PM	6:00 PM	Public Skating (Rentals Available)			12:30 PM	2:30 PM	Stick & Puck (All Ages)
		6:15 PM	7:30 PM	Adult Drop-In Hockey (Recreational)			3:00 PM	5:00 PM	Public Skate (Rentals Available)
		7:45 PM	9:15 PM	Adult Drop-In Hockey (Competitive)			5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)
		9:15 PM	9:45 PM	Adult Hockey Dress-Out			7:45 PM	9:15 PM	SLVYHA Ice Reservation
							9:15 PM	9:45 PM	SLVYHA Dress-Out
12/6	Mon	10:00 AM	12:00 PM	Public Skating (Rentals Available)	12/14	Tue	10:00 AM	12:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)			12:30 PM	2:30 PM	Public Skate (Rentals Available)
		3:00 PM	5:00 PM	Public Skate (Rentals Available)			3:00 PM	5:00 PM	Stick & Puck (All Ages)
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)			5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)
		7:45 PM	9:15 PM	SLVYHA Ice Reservation			7:45 PM	9:15 PM	SLVYHA Ice Reservation
		9:15 PM	9:45 PM	SLVYHA Dress-Out			9:15 PM	9:45 PM	SLVYHA Dress-Out
12/7	Tue	10:00 AM	12:00 PM	Stick & Puck (All Ages)	12/15	Wed	10:00 AM	12:00 PM	Public Skate (Rentals Available)
		12:30 PM	2:30 PM	Public Skate (Rentals Available)			12:30 PM	2:30 PM	Stick & Puck (All Ages)
		3:00 PM	5:00 PM	Stick & Puck (All Ages)			3:00 PM	5:00 PM	Public Skate (Rentals Available)
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)			5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)
		7:45 PM	9:15 PM	SLVYHA Ice Reservation			8:00 PM	9:30 PM	Adult Drop-In Hockey (Competitive)
		9:15 PM	9:45 PM	SLVYHA Dress-Out			9:30 PM	10:00 PM	Adult Hockey Dress-out
12/8	Wed	10:00 AM	12:00 PM	Public Skate (Rentals Available)	12/16	Thu	10:00 AM	12:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)			12:30 PM	2:30 PM	Public Skating (Rentals Available)
		3:00 PM	5:00 PM	Public Skate (Rentals Available)			3:00 PM	5:00 PM	Stick & Puck
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)			5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)
		8:00 PM	9:30 PM	Adult Drop-In Hockey (Competitive)			7:45 PM	9:15 PM	SLVYHA Ice Reservation
		9:30 PM	10:00 PM	Adult Hockey Dress-out			9:15 PM	9:45 PM	SLVYHA Dress-Out

Ice Rink Schedule-December 2021										
Date	Day	Start	Finish	Activity		Date	Day	Start	Finish	Activity
12/17	Fri	10:00 PM	12:00 PM	Public Skate (Rentals Available)		12/26	Sun	12:00 PM	2:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)				2:30 PM	6:00 PM	Public Skating (Rentals Available)
		3:00 PM	8:00 PM	Public Skate (Rentals Available)				6:15 PM	7:30 PM	Adult Drop-In Hockey (Recreational)
12/18	Sat	10:00 AM	8:00 PM	Public Skate (Rentals Available)				7:45 PM	9:15 PM	Adult Drop-In Hockey (Competitive)
								9:15 PM	9:45 PM	Adult Hockey Dress-Out
						12/27	Mon	10:00 AM	12:00 PM	Public Skating (Rentals Available)
12/19	Sun	12:00 AM	2:00 PM	Stick & Puck (All Ages)				12:30 PM	2:30 PM	Stick & Puck (All Ages)
		2:30 PM	6:00 PM	Public Skating (Rentals Available)				3:00 PM	5:00 PM	Public Skate (Rentals Available)
		6:15 PM	7:30 PM	Adult Drop-In Hockey (Recreational)				5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)
		7:45 PM	9:15 PM	Adult Drop-In Hockey (Competitive)				7:45 PM	9:15 PM	SLVYHA Ice Reservation
		9:15 PM	9:45 PM	Adult Hockey Dress-Out				9:15 PM	9:45 PM	SLVYHA Dress-Out
12/20	Mon	10:00 AM	12:00 PM	Public Skating (Rentals Available)		12/28	Tue	10:00 AM	12:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)				12:30 PM	2:30 PM	Public Skating (Rentals Available)
		3:00 PM	5:00 PM	Public Skate (Rentals Available)				3:00 PM	5:00 PM	Stick & Puck (All Ages)
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)				5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites and Squirts)
		7:45 PM	9:15 PM	SLVYHA Ice Reservation				7:45 PM	9:15 PM	SLVYHA Ice Reservation
12/21	Tue	9:15 PM	9:45 PM	SLVYHA Dress-Out				9:15 PM	9:45 PM	SLVYHA Dress-Out
		10:00 AM	12:00 PM	Stick & Puck (All Ages)		12/29	Wed	10:00 AM	12:00 PM	Public Skate (Rentals Available)
		12:30 PM	2:30 PM	Public Skate (Rentals Available)				12:30 PM	2:30 PM	Stick & Puck (All Ages)
		3:00 PM	5:00 PM	Stick & Puck (All Ages)				3:00 PM	5:00 PM	Public Skate (Rentals Available)
		5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites & Squirts)				5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)
12/22	Wed	7:45 PM	9:15 PM	SLVYHA Ice Reservation				8:00 PM	9:30 PM	Adult Drop-In Hockey (Competitive)
		9:15 PM	9:45 PM	SLVYHA Dress-Out				9:30 PM	10:00 PM	Adult Hockey Dress-out
		10:00 AM	12:00 PM	Public Skate (Rentals Available)		12/30	Thu	10:00 AM	12:00 PM	Stick & Puck (All Ages)
		12:30 PM	2:30 PM	Stick & Puck (All Ages)				12:30 PM	2:30 PM	Public Skating (Rentals Available)
		3:00 PM	5:00 PM	Public Skate (Rentals Available)				3:00 PM	5:00 PM	Stick & Puck
12/23	Thu	5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Peewee)				5:30 PM	7:30 PM	AP&R Youth Hockey Practice (Mites and Squirts)
		7:45 PM	9:15 PM	SLVYHA Ice Reservation				7:45 PM	9:15 PM	SLVYHA Ice Reservation
		9:15 PM	9:45 PM	SLVYHA Dress-Out				9:15 PM	9:45 PM	SLVYHA Dress-Out
		10:00 AM	12:00 PM	Stick & Puck (All Ages)		12/31	Fri	10:00 PM	12:00 PM	Public Skate (Rentals Available)
		12:30 PM	2:30 PM	Public Skating (Rentals Available)				12:30 PM	2:30 PM	Stick & Puck (All Ages)
12/24	Fri	3:00 PM	5:00 PM	Public Skate (Rentals Available)				3:00 PM	5:00 PM	Public Skate (Rentals Available)
12/25	Sat			Closed for Christmas						

First theme night is coming up on December 17th! Flyer will be posted soon.

You're the...the...the...the...THE GRINCH!!

For more information please visit our website @ www.alamosarec.org

Youth Leagues/Programs

Youth Ice-Hockey

Cost: \$45 | Equipment Deposit: \$25 (Own equipment is encouraged but not required)

Season: December 1st - February 19th (2022)

Player Equipment: If your child needs hockey equipment, contact AP&R to make an appointment to have your child fitted. (**NOTE: Skates & Stick are not included**)

Divisions: Mites (5-7), Squirts (8-10), & PeeWee (11-14) | [Click here for more information and to register online](#)

CARA Youth Basketball Skills Challenge

Cost: FREE | Date: January 8th at 2:00 PM - 4:00 PM, participants can come in and practice at 1:30 PM | Ages: 6-13 years old | [Click here for more information and for the 2021-2022 registration form](#)

Adult Leagues/Programs

Adult Volleyball - TBA

Alamosa Parks & Recreation is Hiring!!

Sports Officials | Scorekeepers

Site Supervisors

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

Outdoor Recreation

Cross Country Skiing @ Cattails Golf Course: If or when the snow starts falling in Alamosa, we will be out on the Golf Course grooming cross country ski trails! Access to these trails will be free and open to the public!

Generation Wild Programming: AP&R staff is regularly working with the Alamosa School District to provide outdoor recreation and leadership opportunities for students in Ortega Middle School and Alamosa High School. Contact John Reesor (jreesor@ci.alamosa.co.us) for more information.

The 2021 Valley Bottom Rio Trio recap video: [Watch on Youtube!](#)

Upcoming Community Events

December 18th: Christmas Light Parade <http://www.alamosaroundup.com>

2022



January 28th-30th: Rio Frio Ice fest & 5k Run on Ice: <http://riofrioice.com>

Rio Frio 5k on Ice 2022 Race

Registration: <https://runsignup.com/Race/CO/Alamosa/RioFrio5konIce>

SAFE & HAPPY RECREATING!

Alamosa Parks & Recreation - Alamosa Family Recreation Center

2222 Old Sanford Rd. Alamosa, CO 81101 - 719.589.2105

www.AlamosaRec.org - [City of Alamosa Activities](#) on Facebook

[- Subscribe/Unsubscribe here -](#)

Rec Center Revenue

Year to date	2020	2021
Courses	\$5,449.50	\$69,796.50
Facility Rentals	\$2,927.64	\$20,290.25
Membership	\$27,744.70	\$29,988.46
Merchandise	\$87,395.13	\$126,070.35
Security deposit	(\$105.00)	\$0
Total	\$142,599.97	\$245,175.31

Rec Center Door Count

<u>2021</u>		<u>2020</u>	
January	3,661	January	20,162
February	5,516	February	24,380
March	9,526	March	14,251
April	9,748	April	0
May	7,730	May	0
June	9,473	June	0
July	8,408	July	0
August	10,673	August	94
September	12,206	September	296
October	19,718	October	1897
November	14,000	November	0
December	<u>0</u>	December	<u>0</u>
Average per Month:	10,060	Average per Month:	5,090

Multi-Use Rink Door Count

<u>2021</u>		<u>2020</u>	
January	12,433	January	22,717
February	11,971	February	11,102
March	9,733	March	6,387

April	NA	April	0
May	3,405	May	0
June	2,125	June	0
July	3,517	July	0
August	5,349	August	0
September	4,360	September	0
October	NA	October	53
November	14,144	November	NA
December	0	December	NA

Average per Month: 7,449

Average per Month: 3,354

Cattails Golf Course November 2021 Report

Cattails Updates

As of December 1st the course is closed for the season. We had mid 50 temperatures all through the month of November which kept the course open and busy. These temps are great for golf but bad for the grass this time of year. Hopefully we get some snow cover to keep the turf in great shape for the spring.

2021 has been a great year for Cattails. We had over \$65,000 in new memberships! Also during our early pay membership sale through November we sold over \$38,000 in pre-sale memberships for the 2022 season.

Our revenue has been incredible this year. I feel we have a lot of momentum and are looking to keep it going in the 2022 season. Our revenue totals as of 12/6 are below.

Year To Date as of 12/6/2021 Revenue

	<u>Fiscal</u>	<u>Budget</u>
Golf Passes	\$26,105	\$16,000
Golf Tournament Revenue	\$40,825	\$25,000
Golf Memberships	\$215,945.50	\$150,000
Golf Green Fees	\$144,675.50	\$95,000
Golf Cart Fees	\$87,269.53	\$51,000
Golf Merchandise Sales	\$123,345.61	\$87,000

Golf Range Fees	\$17,096.32	\$8,000
Golf Facility Rental	\$3,570.46	\$5,000
Golf Food Sales	\$129.04	\$2,000
Golf Liquor/Beverage Sales	\$1,005.73	\$15,000
Golf Cart Shed Rental	\$43,850	\$49,000
Golf Handicap Fees	\$990	\$500
Golf Miscellaneous	\$5,290.98	\$15,000
Total	\$710,098.67	\$518,700

Year to Date as of 12/6/2021 Expenses

	<u>Fiscal</u>	<u>Budget</u>
Full Time Salaries Clubhouse	\$54,089.12	\$72,624
Part Time Salaries Clubhouse	\$40,737.61	\$20,590
Full Time Salaries Grounds	\$93,940.11	\$104,550
Part Time Salaries Grounds	\$71,602.58	\$81,757
Full Time Overtime	\$2,295.91	\$3,000
PERA/ICMA	\$35,769.04	\$39,930
Medicare	\$3,673.84	\$4,080
Workman's Comp	\$2,357.73	\$4,940
Medical/Dental	\$29,815.36	\$38,380
Life Insurance	\$0	\$670
Unemployment Insurance	\$760.04	\$840
General Office Supplies	\$337.38	\$250
Outside Printing	\$0	\$1,500
Gas & Oil	\$14,051.21	\$10,000
Building Main. Supplies	\$954.42	\$1,000
Misc. Supplies	\$305.19	\$500
Golf Course Maintenance	\$11,355.97	\$12,500
Training & Travel	\$58.22	\$2,500
Membership, Dues, Handicap	\$8,675	\$12,000
Licenses and Fees	\$391	\$3,500
Advertising	\$4,868	\$3,000
Telephone	\$3,201.51	4,000
Electrical/Gas Service	\$42,978.49	\$30,000
Propane	\$731.30	\$1,000
Equipment/Machinery Lease	\$29,758.59	26,322
BLDG Main./Security	\$3,546.60	\$5,000
POS System/Credit Card Fees	\$12,447.67	\$16,000
Sand/Seed/Fertilizer	\$13,644.23	\$13,000

Uniform Allowance	\$481	\$1,000
Television	\$0	\$1,000
Equipment Repair/Maintenance	\$10,023.85	\$12,000
Debt Service Golf Course	\$208,737.65	\$208,787.65
Food Purchases	\$0	\$2,000
Liquor/Beverage Purchases	\$670.56	\$10,000
Merchandise Pro Shop	\$80,492.97	\$77,000
Tournament Expenses	\$28,831.61	\$23,000
Transfer Out	\$11,600	\$11,600
Machinery and Equipment	\$13,681	\$14,000
Total	\$836,864.76	\$873,770.65

Current Maintenance Work

We have charged the main line on the front 9 irrigation system so that we can utilize the frost free hydrants to water the greens.

We will also start trucking water by tank to the back 9 greens. The back 9 irrigation systems don't have the ability to water once temps drop below freezing.

We are working on installing annual tune up kits on all 38 golf carts.

Britt and Ted are attending the Rocky Mountain Regional Turf grass Conference in Denver. They will stay up to date with current technology and practices for turf care.

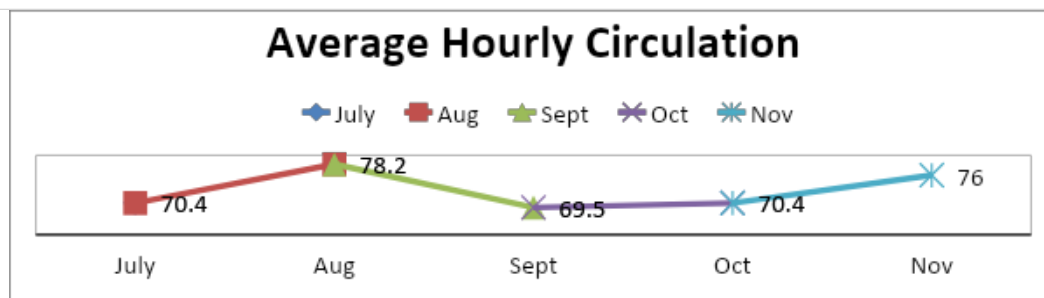
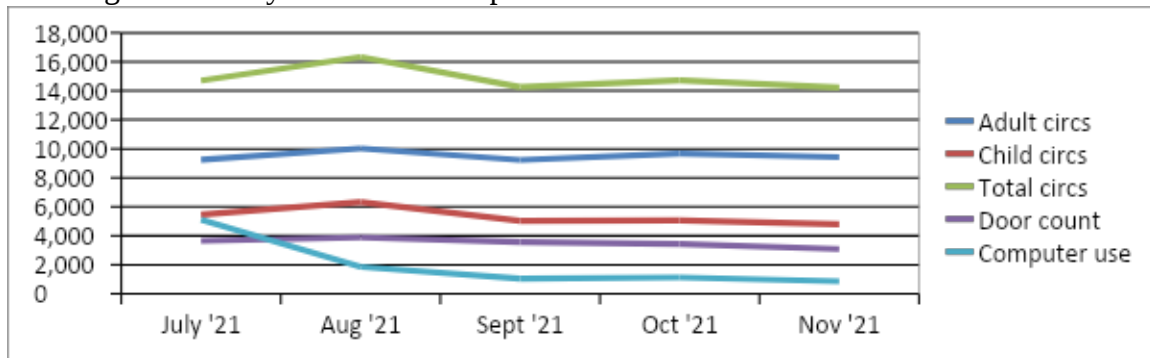
Library Manager Report – November 2021

Library Stats

Website Counter					
	November	October	September	August	July
Page views	2,020	1,805	1,773	1,853	2,123
Sessions	865	876	879	973	960
1 st Time Visitors	492	501	543	606	553
Returning Visitors	69	71	72	83	96

MONTHLY STATISTICS SUMMARY					
	November	October	August	July	June
Adult Circs	9,425	9,665	10,015	9,249	8,840
Child Circs	4,795	5,058	6,321	5,458	5,605
Total Circs	14,220	14,723	16,336	14,707	14,445
Hours Open	187	209	209	209	214
Circs per hour	76.0	70.4	78.2	70.4	67.5
CLC Circs	1,729	1,568	1,590	1,281	1,364
Door Count	3,077	3,427	3,873	3,645	3,453
Computer Use	866 (159 WIFI)	1,125 (222 WIFI)	1,854 (WIFI n/a)	5,109 (WIFI n/a)	3,538 (+62 WIFI)
Cloud Library	219	269	265	261	234
Overdrive	348	356	283	363	352

+ WIFI usage voucher system enabled Sept. 2021



Collection Development:

November: Staff added 394 new materials to the library collection: 287 books (98 adult/97 children), 57 magazines, 40 audiobooks, 10 DVDs and 2 Kits. This process includes purchasing, cataloging, and material processing. 51 books, 163 music CDs, 29 NF audiobooks and 68 magazines were discarded.

Staff announcements.

November:

Volunteers: Patty Campbell volunteered for 9 hrs. Leroy Espinoza volunteered for 8 hrs. We have a new volunteer! Thea put in 2.5 hours at the Library.

Community Involvement

Community KITS:

We have 64 Community Interest Kits available for checkout.

November checkouts: Total of 33 checkouts – 24 Kits with checkouts *

- 300 Library Lane Dollhouse toys (in-library use only) *
- Alamosa Trails & Nature Adventure backpack
- Alamosa*Opoly (game) *
- American Sign Language for Adults
- American Sign Language for Kids
- Art and Drawing bag *
- Beginner's Sewing Kit *
- Bird Watching backpacks (2) *
- Buggy backpack Kit *
- Check-out State Parks backpacks (2)
- Colorado*Opoly (game) *
- Dark Sky Discovery Kit *
- Draft Check Sensor
- Due : a library mystery game
- Dungeons & Dragons starter KIT *
- Five Monkeys Felt Board Pieces
- Fun with Magnets *
- MAGNaFUN magnets (8)
- Memory Kits (7): Homemaker, Dog Reminiscence, Great Outdoors & Patriotic Memory Kit ; Cat Reminiscence * ; Handyman and Farm
- Mini Wellness Kits (4): Career development, Emotional Intelligence , Pilates for Beginners & Tai Chi for Beginners
- My First Pet: | from rocks to rats
- Nursery Rhymes felt board pieces (4)
- Origami Kit *
- Power Check Meter
- Qwirkle – family board game *
- The Reiki Touch *
- Runaway Gnomes Board game
- Rockhounding Backpack *
- Storytime to Go Kits (11) *
- Toy Cars *
- Typing kit
- Yoga for Kids #1
- Yoga for Kids #2 (an introduction to the fun and relaxation of yoga!) *

- **Free Online Databases**

These are accessed through our Library's online resource webpage. Temporary library cards can be obtained in order to access these resources if some is unable to come to the library to apply for a regular library card.

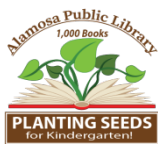
- 1) Cloud Library – downloadable e-books and e-audiobooks
- 2) Colorado Grants Guide – access directly from our public computers
- 3) Mango Languages – online language learning
- 4) Overdrive/Libby – downloadable e-books, e-audiobooks, magazines & movies
- 5) Sanborn Maps – access directly from our public computers
- 6) Tumblebooks – Children's e-books, games, videos for Kids

- **StoryWalk®**



Take a family walk in Cole Park and read the new book “Last Stop on Market Street”.

We partnered with Kiwanis and the AHS Key Club in their food drive as an extension of the message in the newly installed book.



- **November**

We have 164 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. We have given out 54 book prizes so far this year, which means 5400 books were read. At completion, each child receives a free T-Shirt with the Planting Seeds logo on it. 24 children/parents have completed the program.



Growing Readers Together

November: 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. No contact or changes made at this time.



November: See the Youth Services report for all activities



23 official 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.

November Stewardship for LFL at:

- Alamosa Community Greenhouse** (Jan Oen) – 6 books
- Alamosa Family Recreation Center (2 LFLs)** (Optimists) – 10
- Boyd Park** (Kris Steinberg & Friends of the Library) – 30 books
- Cole Park** (Library staff) - added 50 books
- Food Bank** (Woman's Citizenship Club) - added 24 books
- Friends of the Library Book Bike** – FOL; 0 books at the Farmer's Market & Sundays at 6
- Friends Park (near Boys & Girls Club)** – (Allyn Lewis) – 10 books
- Housing Authority (5 LFLs)** - no update
- La Puente** (Friends of the Library) - 35 books
- Mosca Pit Stop** (Cindy New) – no update
- Paulson Park** - Mosca - (Food Hub) – no update
- Rio Grande Farm Park (2 LFLs)** (Salai & Local Food Coalition) - added 45 books
- Senior Center** (KREBS Foundation) - 10 books
- Sunrise Park** - New LFL partner - Alamosa County – Tawney Becker- 8 books
- Sunset Park** - New LFL partner - Alamosa County – Tawney Becker - 0 books
- Taggart Residence** (Del Norte) - (John Taggart) no update
- Zapata Park** (Don Thompson) – 6 books



Friends of the Alamosa Public Library



Fund Raising Proceeds:

- ☐ The book sale proceeds for November: \$20

In lieu of a Holiday sale at Spines, the Friends have created a gift book selection in their Book Nook inside the Library.

- Book Nook proceeds: \$66 (Oct.) \$103 (Nov.)
- Narrow Gauge book store COOP – \$93.48 (sold 1 handmade journal)
- Wild Roses - \$40.35 (Oct.) \$22 (from book cart in Nov.)

- Book Bike: Will be going to North River Greenhouse Christmas sale in December and also preparing to be in the Christmas parade December 18th
- Membership of Friends of the Library: 49 members - added 1 new Lifetime member
- “Messages from the Hidden Lake” – the 13th edition is in progress - we have received 125 entries. The committee is in the judging phase.

Friends of the Library met via email November 16, 2021. Next scheduled meeting is December 21, 2021.

2019-2021 Alamosa Public Library - Record Highs

Most checkouts and renewals in a single month:

21,433 (Mar ‘21) (Feb ‘20 – 16,846)

Most checkouts and renewals in a single year:

139,879 (2019) (2020- 138,656)

Highest adult circulation in a single month:

14,834 (Mar ‘21) (Feb’20 – 12,032)

Highest adult circulation in a single year:

100,881 (2019) (2020-89,486)

Highest children’s circulation in a single month:

6,599 (Mar ‘21) (Jan ’20 – 5,091)

Highest children’s circulation in a single year:

49,170 (2020) (2019 – 39,998)

Most patron visits in a single month:

6,767 (May ‘19) (Apr ‘19 – 6,679)

Most patron visits in a single year:

71,085 (2019) (2020-16,360)

Most PC users in a single month:

2,956 (May '19) (July '19 – 2,937)

Most PC users in a single year:

28,639 (2019) (2020 – 4,665)

Highest Interlibrary Loan circs in a single month:

1,130 (Jan '20) (Feb '20-979)

Highest Interlibrary Loan circs in a single year:

10,441 (2019) (2020-6,438)

Highest CLC circulation in a single month:

2,117 (July '19) (Jan '19 – 1,975)

Highest CLC circulation in a single year:

20,740 (2019) (2020-6,668)

Single Day Records:

Most checkouts/renewals:

1,008 (2/18/20) (3/2/20 – 956)

Most patron visits:

469 (6/5/19) (6/26/19 – 397)

Most PC users:

157 (95/31/19) (5/21/19 – 144)

City of Alamosa
Monthly Activities Report
November 2021
Public Works Department

Streets:

Patched 27 Potholes
Conduct basic sweeper training on both sweepers
Conducted sweeping operations, at times running both sweepers
Completed concrete replacement program
Work piles at 20th yard
Back fill behind sidewalks and curb at concrete replacement sites
Patch all open cuts
Traffic control For Veterans Day Parade
Demo Elgin Crosswind Street sweeper
Blade gravel roads
Blade downtown alleys
Begin blading residential alleyways
Began cleaning storm inlets
Assisted Recycling with yard waste haul
Haul blocks from Mathias concrete to vigil way for retention pond build
Move concrete blocks from American legion parking lot to Vigil Way retention pond
Installed new ADA parking spots in downtown area
Began Public works yard clean up and organization
Performed routine maintenance to our equipment

Solid Waste:

Commercial Waste Hauled totaled 229.1 T.; Residential Waste Hauled totaled 199.21 T. Medical Waste totaled 1.84 T. Nineteen special pick-ups were completed. two, 96 gal toter, zero 64 gal toters, and zero yard waste toters was delivered. Five toters and one dumpster was repaired. The last day for yard waste pick up for the year was November 29th.

Recycling:

A total of 70 bales of various materials were made. 60 bales were shipped. A total of 5.6 tons of glass was processed. Land fill savings totaled \$552.50.

Building Inspection:

The Building Department reports for the month of October, 2021 the following:

12 Building permits Issued of which are the following:

- 3- New single family dwellings
- 3- Remodel
- 1- PV Solar utility
- 1- Roofing

1- Window replacements

2- Addition Residential

Total valuation of \$1,659,089.00

Total Fees of \$33,706.79

Total Plan Review fee of \$203.63

5- Certificate of Occupancy where issued.

Water:

Water pumped for municipal use totaled 31,649,908 gallons. Water treatment plant production totaled 30,401,673 gallons. There were 15 meter re-reads. Turn on/ turn offs and occupant changes totaled 28. Took Bac-T's for CDPHE. Installed membranes at the Water Treatment Plant. Inspected Craft and Foster Water Towers. Locate totals for the year: 1,689.

Water Treatment Facility:

Water produced= 30,401,673 gal. Average CL2= 1.56mg/l Average Raw Arsenic= 40.6 ppb
Average Finished Arsenic= 8.1 ppb (MCL=10ppb) Coagulant used (Ferric Chloride) = 616 gal.
Sodium Hypochlorite Used (Chloride)= 7534 gal. Average Recovery Ratio=91.9%

Wastewater:

Total discharge for the month was 24.74 million gallons. Biochemical Oxygen Demand Monthly Average: 98%. Total Suspended Solids Monthly Average: 99%. E.coli Monthly Average Effluent 147/100 mg. Ammonium Nitrogen (NH4) Monthly Average: .385 mg/l. Ran all routine monthly testing.

Sewer:

Forty five sanitary sewers were inspected; 6 were unplugged. Twelve were checked at customer's requests. 4 were cleaned and flushed. All lift stations were checked daily. Changed oil on screw pumps at the Waste Water Treatment Plant. Pulled pumps at West 7th, Tremont, lift station number one at Golf Course, Wal-Mart, Riverwood and West 11th Street. Cleaned impellers of debris. Cleaned and checked all Storm Lift Station. Year to date locates: 1,689.

East Alamosa:

Water supplied to East Alamosa totaled 2,525,345 gallons. Eight sanitary sewers were checked for plugs, three were unplugged. Cleaned out 4 manholes. Took Bac-T Sample for CDPHE. Repaired wires on Sunny Side Lift Station. Pulled Rodeo, Sunny Side, and Price Lift Stations and cleaned.

Fleet:

Performed 12 Preventive Maintenance Services (1-Sanitation, 1-Streets, 6-Police, 2-Parks, 2-Water)

Replaced 7 tires (4-Police, 2-Sanitation, 1-Streets)

Replaced 3 batteries (2-Police, 1-Parks)

Flat tire repair (1-Police)

Replaced IPR valve on sewer truck (1-Sewer)
Replaced belt tensioner on street sweeper (1-Streets)
Replaced door handle/ window (1-Rec Dept)
Installed LED lights on tractor (1-Parks)
Replaced brakes and rotors (1-Water)
Replaced fuel pump and pigtail, camera wiring (1-Police)
Replaced turn signal module (1-Police)
Replaced thermostat (1-Police)
Replaced starter / fuel pump (1-Sanitation)
Replaced Baler pressure switch (1-Sanitation)
Window broke on trash truck (1-Sanitation)
Replaced brakes and rotors (2-Police)
Replaced tail lights (1-Parks)
Replaced coolant hose (1-Police)
Replaced proxy switch (1-Sanitation)
Replaced window regulator (1-Police)
Replaced headlight (1-Streets)
Fabricated headache rack for pickup (1-Streets)
Installed LED lights on truck (1-Parks)

City of Alamosa Development Services Department
Monthly Activity Report
October 2021

- Land Use:
 - 4 Land Use Applications:
 - 3 signs and 1 zoning verification
 - Attended CDOT's Highway Access Code Class in Pueblo
 - Met with Alamosa County Land Use Administrator and Emergency Manager to discuss levees
 - Pre-development meeting with representatives from Friday Health Plans, their architects, and their engineers
 - Prepared materials for Short Term Rental work session with City Council
 - Pre-development meeting with Sun and Moon Cafe
 - Attended first Growing Water Smart meeting with the Sonoran Institute
 - Attended Kickoff meeting with consultant for Riparian Park to Refuge trails master plan
 - Helped with landscape design at Montaña Azul park
 - Attended Board of County Commissioner meeting to discuss airport joint-ownership
 - Attended Joint City Council and County Commissioner Dinner
 - Meetings: Main Street Advisory Committee, Local Foods Coalition Board, SLV GO! Board, Economic Development Committee, SLV TPR, monthly code enforcement, Alamosa Housing Authority,
- Building Department:
 - 17 building permits issued: 2-single family homes, 2-roof, 4-remodel, 1- addition, 3-utility (photovoltaic), 4-window replacement, 1-demolition, 1-Certificates of Occupancy issued
 - Total fees collected \$19,171.34
 - Total Plan Review fees collected: \$815.13
 - Total construction cost of projects: \$791,620
- Downtown:
 - Submitted Rural Economic Development Initiative (REDI) grant for \$430,000 to build a new 177-space parking lot in a public-private partnership with Friday Health Plans and a resurface a 108-space lot in a public-private partnership with Alamosa State Bank
 - Interview with the Colorado Sun about MODSTREET parklets
 - Attended CDOT/DOLA Land Use Stakeholders Group Session #3 "Visualizing Fiscal Impacts of Development Patterns".
- Housing:
 - Attended Housing Colorado conference sessions on topics including landscape biodiversity, equitable placemaking, solutions to homelessness, and affordable housing community outreach and education

- Researched and drafted regulations for Accessory Dwelling Units (ADU) and housing changes in response to HB 21-1271
- Weekly coordination calls with CRHDC's architect for new development south of Montaña Azul
- Attended SLV Housing Study Action Plan Meeting
- Toured the Iron Horse Development
- Met with Jeff Owsley, Willa Williford, Tim Reinen, and La Puente to discuss universal design three unit housing development

City of Alamosa Development Services Department
Monthly Activity Report
November 2021

- Land Use:
 - 20 Land Use Applications
 - 2 signs, 1 variance, and 17 Short Term Rental applications
 - Pre-application meetings with Denver and Rio Grande Railroad regarding subdivision, Xcel Energy regarding transmission lines, and a community member regarding variance
 - Prepared materials for housing work session with City Council
 - Met with CDOT regarding U.S. Highway 160 and Pike intersection
 - Completed State Historic Preservation Office (SHPO) review
 - Meetings: Main Street Advisory Committee (via Zoom), SLV GO! Board, Economic Development Committee, Early Childhood Stakeholders Advisory group, SLV TPR, Historic Preservation Committee, Planning Commission, and monthly code enforcement
- Building Department:
 - 12 building permits issued: 1-utility, 1-roof, 1-remodel, 2- addition, 1-utility (photovoltaic), 1-window replacement, 5-Certificates of Occupancy issued
 - Total fees collected \$33,706.79
 - Total Plan Review fees collected: \$203.63
 - Total construction cost of projects: \$1,659,089
- Downtown:
 - Wrote \$11,400 grant for David Montgomery for Colorado Creative Corps ARP grant to install a mural on the south side of papers of distinction
 - Discussed mural funding with CHFA
- Housing:
 - Weekly coordination calls with CRHDC's architect for new development south of Montaña Azul
 - Kickoff meeting to start housing education campaign

Alamosa Fire Department

Department Report for November 2021

The Alamosa Fire Department responded to 24 incidents within the City Limits and 10 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional four calls for assistance.

Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date	County Calls Year to Date
2021	24	232	120
2020	20	221	149

Inspections:

6 Commercial Building inspections were performed

Fire Prevention/Station Tours:

No station tours were given

Training:

Firefighters logged a combined total 93 hours of training during the month.

ALAMOSA

Incident Type Report (Summary)

Alarm Date Between {11/01/2021} And
{11/30/2021} and Station = "1"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	12.50%	\$7,500	100.00%
113 Cooking fire, confined to container	1	4.17%	\$0	0.00%
115 Incinerator overload or malfunction, fire confined	1	4.17%	\$0	0.00%
151 Outside rubbish, trash or waste fire	3	12.50%	\$0	0.00%
	8	33.33%	\$7,500	100.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	2	8.33%	\$0	0.00%
424 Carbon monoxide incident	3	12.50%	\$0	0.00%
463 Vehicle accident, general cleanup	4	16.67%	\$0	0.00%
	9	37.50%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	4.17%	\$0	0.00%
	1	4.17%	\$0	0.00%
6 Good Intent Call				
622 No Incident found on arrival at dispatch address	1	4.17%	\$0	0.00%
	1	4.17%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to malfunction	2	8.33%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	4.17%	\$0	0.00%
736 CO detector activation due to malfunction	1	4.17%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	4.17%	\$0	0.00%
	5	20.83%	\$0	0.00%

Total Incident Count: 24

Total Est Loss:

\$7,500

COUNCIL COMMUNICATION

DATE December 8, 2021	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for November 2021
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

November 2021 Report

- Installed and wired an additional security camera in city hall that covers a previously uncovered area.
- Implemented auto restart policy on camera servers to provide greater overall uptime to video streaming services. Video recording has not been affected by previous outages however, some users were not able to open streams or browse previous recordings.
- Presented an updated intergovernmental agreement between Monte Vista and Alamosa with updated language to both councils.
- Posted an opening for an additional IT technician. This position will primarily be stationed in Monte Vista. The funding for this position is based upon the approval for the City of Monte Vista / City of Alamosa intergovernmental agreement.
- Met with Alan Wehe of Jade Communications
- Attended multiple meetings with Angie Nixon of Paradigm Connectivity to discuss

the Alamosa Library Website Update and provided further information about information priority and design.

- A separate meeting was conducted to discuss the 'wireframe' design of the updated City of Alamosa website.
- Met with 1903 Solutions to review security and event information management systems (SIEM)
- A later meeting was held with Adlumen, an SIEM provider to discuss a trial of their software and technology.
- Ordered additional Google Accounts to allow for both employee growth and provide emails to some positions that have previously not been provided access. By providing a combination of email accounts and network accounts, users are less likely to share computer access privileges (and passwords) and also be provided electronic pay stubs available via City email.
- Met with HR to discuss on-boarding and off-boarding policy regarding physical access control and employee credentialing.
- Attended an SLV Regional Broadband Collaborative meeting where Action 22 - the recently hired community outreach managers - were introduced. Overall priority and direction was provided by the board.
- Updated the RecPro software used by Parks and Rec staff for scheduling, payment processing, and facilities management.
- Patched all City owned computers to the latest patch and vulnerability fixes from Microsoft. This monthly patching helps protect our computers from malicious software, resolve general windows issues/bugs, and provide access to new windows features.

In Monte Vista, we performed the following items:

- The City of Monte Vista uses Veeam to manage and capture backups. The configuration of the Veeam software was updated to match the recent changes to server infrastructure. Other Veeam maintenance conducted includes:
 - Removed deprecated (old) backup jobs
 - Added linux based immutable backup storage - this prevents compromised data due to ransomware.
 - Tested the completion of all backup jobs
- Fixed a minor configuration issue with the west and east bound highway cameras.
- Continued the rollout of cell phone upgrades to PD and PW workers.
- Moved a WiFi access point in the police station to provide better coverage to wireless devices.
- Tested and verified the electric generator used as a backup generator for both City Hall and the Police Department.
- Update the webpage for the Ski Hi complex on the city website.
- Negotiated the replacement of both the City Hall copier and the Police Department copier ahead of the end of the lease. Reutilized the City Hall copier for SkiHi.
- Attempted to improve the setup of the Spillman records server. Unfortunately due to the deprecated status of both the operating system and software, only limited support can be given. IT will continue to work with the Police Department to phase out the system as soon as possible.
- Completed the annual replacement of computers per the 5 year replacement schedule.
- 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.



Tickets

Ticket #	Summary	Created	Closed
10254	Library YouTube analytics totally bonkers - viewer bot?	2021-11-01T15:45:20+00:00	2021-11-03T22:42:56+00:00
10255	Computer issues with 3 & 4	2021-11-01T15:49:51+00:00	2021-11-01T20:56:24+00:00
10256	Files	2021-11-01T17:59:48+00:00	2021-11-01T20:47:44+00:00
10258	Car 10 (New Durango) MDT	2021-11-01T19:11:09+00:00	2021-11-04T18:40:28+00:00
10260	Scanner not working on computer 8	2021-11-01T20:56:47+00:00	2021-11-01T20:57:02+00:00
10261	Back Camera	2021-11-01T21:57:53+00:00	2021-11-22T22:04:58+00:00
10262	RMA the rear camera button/mount in Northrup's unit.	2021-11-01T22:49:28+00:00	2021-11-01T22:50:32+00:00
10263	Library Website Security Risk Alert	2021-11-02T18:02:33+00:00	2021-11-02T19:45:57+00:00
10264	Computer Usage Report	2021-11-02T19:36:52+00:00	2021-11-04T18:34:47+00:00
10266	[PRTG Network Monitor (COFAPRTG)] CofaCam.city.alamosa.local Sophos Anti-Virus (A...	2021-11-03T10:54:49+00:00	2021-11-03T22:45:03+00:00
10267	[PRTG Network Monitor (COFAPRTG)] CofaCamIR.city.alamosa.local [Windows] Sophos A...	2021-11-03T11:35:43+00:00	2021-11-03T22:44:59+00:00
10268	copy of phone calls	2021-11-03T14:26:37+00:00	2021-11-04T14:55:55+00:00
10269	email account	2021-11-03T14:53:04+00:00	2021-11-04T18:14:07+00:00
10270	Dustin Snook	2021-11-03T16:28:33+00:00	2021-11-03T22:41:55+00:00

Ticket #	Summary	Created	Closed
10271	[PRTG Network Monitor (COFAPRTG)] CofaHost7 Com1_replica (VMware Virtual Machine ...	2021-11-03T16:35:43+00:00	2021-11-03T22:44:52+00:00
10272	[PRTG Network Monitor (COFAPRTG)] Probe Device Probe Health (Probe Health) Down ...	2021-11-03T16:36:41+00:00	2021-11-03T22:44:48+00:00
10273	[PRTG Network Monitor (COFAPRTG)] CofaHost7 ComCaselle_replica (VMware Virtual Ma...	2021-11-03T16:37:53+00:00	2021-11-03T22:44:42+00:00
10274	[PRTG Network Monitor (COFAPRTG)] Recycling Printer Ping (Ping) Down (Request tim...	2021-11-03T20:46:16+00:00	2021-11-03T22:43:56+00:00
10275	Task [#5810] UPDATE: RECPRO: Alamosa, CO - to latest versions	2021-11-04T00:23:20+00:00	2021-11-05T20:17:57+00:00
10276	chambers zoom	2021-11-04T01:45:48+00:00	2021-11-05T20:58:59+00:00
10277	[PRTG Network Monitor (COFAPRTG)] COFARAINBIRD.city.alamosa.local Ping (Ping) Dow...	2021-11-04T14:15:03+00:00	2021-11-04T14:26:07+00:00
10278	Remote desktop	2021-11-04T14:19:57+00:00	2021-11-05T21:00:05+00:00
10279	Catalog Search Computer	2021-11-04T14:55:15+00:00	2021-11-04T18:35:35+00:00
10280	[PRTG Network Monitor (COFAPRTG)] Sanitation Printer Ping (Ping) Down (Request t...	2021-11-04T15:50:18+00:00	2021-11-04T18:35:11+00:00
10281	Shop Camera system doesn't work	2021-11-04T18:58:08+00:00	2021-11-05T15:48:51+00:00
10282	Need Public Art Archive added to Public Art Page	2021-11-04T18:58:45+00:00	2021-11-05T20:17:43+00:00
10283	Documents problems	2021-11-04T19:57:47+00:00	2021-11-12T18:25:14+00:00
10285	[PRTG Network Monitor (COFAPRTG)] comhost3.city.monte.local [VMware] Ping (Ping) ...	2021-11-04T21:17:01+00:00	2021-11-04T21:26:19+00:00

Ticket #	Summary	Created	Closed
10286	[PRTG Network Monitor (COFAPRTG)] comhost3.city.monte.local [VMware] Ping (Ping) ...	2021-11-04T21:25:35+00:00	2021-11-04T21:26:14+00:00
10287	[PRTG Network Monitor (COFAPRTG)] comhost5.city.monte.local [VMware] ComBackup (V...	2021-11-04T21:26:41+00:00	2021-11-04T21:27:16+00:00
10288	[PRTG Network Monitor (COFAPRTG)] comhost3.city.monte.local [VMware] Ping (Ping) ...	2021-11-05T02:51:32+00:00	2021-11-05T15:01:39+00:00
10289	Alamosa City Council Meeting	2021-11-05T13:03:13+00:00	2021-11-05T20:11:10+00:00
10292	Cameras out at the camp and shops have been down since Monday pm	2021-11-05T13:28:05+00:00	2021-11-05T15:05:03+00:00
10293	Post IFB	2021-11-05T13:31:56+00:00	2021-11-05T15:42:59+00:00
10294	Laptop needed for Randy	2021-11-05T13:33:24+00:00	2021-11-05T15:22:21+00:00
10295	[PRTG Network Monitor (COFAPRTG)] Probe Device Probe Health (Probe Health) Down (...)	2021-11-08T12:38:41+00:00	2021-11-08T16:48:53+00:00
10296	Zoom Setup for HPAC	2021-11-08T20:37:40+00:00	2021-11-10T15:46:29+00:00
10297	Website update	2021-11-08T20:44:44+00:00	2021-11-10T15:59:57+00:00
10298	Ticket for Laptop	2021-11-08T22:19:56+00:00	2021-11-09T15:09:22+00:00
10299	[PRTG Network Monitor (COFAPRTG)] Probe Device Probe Health (Probe Health) Down (...)	2021-11-09T02:55:40+00:00	2021-11-09T15:18:02+00:00
10300	[PRTG Network Monitor (COFAPRTG)] Probe Device Probe Health (Probe Health) Down (...)	2021-11-09T03:03:41+00:00	2021-11-09T15:17:52+00:00
10301	Microsoft documents	2021-11-09T14:34:07+00:00	2021-11-12T18:24:54+00:00

Ticket #	Summary	Created	Closed
10302	Library's Public is Down	2021-11-09T17:09:48+00:00	2021-11-09T23:04:48+00:00
10303	Arsenic plant entry door lock	2021-11-10T14:06:32+00:00	2021-11-10T23:05:32+00:00
10305	Terminations	2021-11-10T15:44:07+00:00	2021-11-10T16:40:14+00:00
10306	CSO Computer	2021-11-10T21:09:09+00:00	2021-11-10T23:05:58+00:00
10307	Dustin Snook	2021-11-10T23:04:36+00:00	2021-11-11T13:08:44+00:00
10309	[PRTG Network Monitor (COFAPRTG)] COFARAINBIRD.city.alamosa.local Ping (Ping) Dow...	2021-11-12T22:07:40+00:00	2021-11-15T16:55:38+00:00
10310	[PRTG Network Monitor (COFAPRTG)] Ice Rink Printer Ping (Ping) Down (Request time...	2021-11-13T03:19:12+00:00	2021-11-15T16:55:35+00:00
10311	[PRTG Network Monitor (COFAPRTG)] Ice Rink Printer Ping (Ping) Down (Request time...	2021-11-14T03:13:42+00:00	2021-11-15T16:55:31+00:00
10312	Dash Camera Not Downloading	2021-11-14T04:13:12+00:00	2021-11-22T22:15:33+00:00
10313	Exiting Police Officer	2021-11-15T16:41:00+00:00	2021-11-15T17:13:03+00:00
10314	Chevy Cobalt Auction	2021-11-15T17:06:10+00:00	2021-11-16T18:24:21+00:00
10315	Misc door access	2021-11-15T20:16:56+00:00	2021-11-16T19:29:31+00:00
10316	2501	2021-11-15T21:28:22+00:00	2021-11-16T00:19:44+00:00
10317	Can't access voicemail	2021-11-16T20:40:26+00:00	2021-11-17T16:02:24+00:00

Ticket #	Summary	Created	Closed
10318	[PRTG Network Monitor (COFAPRTG)] Finance Department Printer HTTP (Please check t...	2021-11-17T00:38:34+00:00	2021-11-17T17:12:42+00:00
10319	Laptop	2021-11-17T16:12:56+00:00	2021-11-17T17:13:11+00:00
10320	Change URL for Sanborn Maps on Public Computers	2021-11-17T18:26:31+00:00	2021-12-08T16:42:46+00:00
10321	Cloud Recording - City of Alamosa's Personal Meeting Room is now available	2021-11-18T13:11:25+00:00	2021-11-18T21:14:50+00:00
10323	[PRTG Network Monitor (COFAPRTG)] comhost5.city.monte.local [VMware] Com1 (VMware...	2021-11-18T17:55:42+00:00	2021-11-18T18:31:37+00:00
10324	[PRTG Network Monitor (COFAPRTG)] comhost5.city.monte.local [VMware] VMware vCent...	2021-11-18T18:05:41+00:00	2021-11-18T18:31:36+00:00
10325	[PRTG Network Monitor (COFAPRTG)] comcaselle.city.monte.local CPU Load (Windows C...	2021-11-18T22:01:41+00:00	2021-11-19T15:14:18+00:00
10326	[PRTG Network Monitor (COFAPRTG)] comcaselle.city.monte.local Uptime (Windows Sys...	2021-11-18T22:25:39+00:00	2021-11-19T15:14:21+00:00
10327	[PRTG Network Monitor (COFAPRTG)] 3 Summarized Notifications	2021-11-18T22:26:41+00:00	2021-11-19T15:14:24+00:00
10329	Need to get Nicole access to City's Facebook page	2021-11-19T18:23:29+00:00	2021-11-22T18:55:53+00:00
10330	Terminated Employees	2021-11-19T18:37:49+00:00	2021-11-19T19:14:18+00:00
10331	Set up Zach Staggs on TeamViewer/alerton	2021-11-19T19:10:06+00:00	2021-11-23T21:55:10+00:00
10332	[PRTG Network Monitor (COFAPRTG)] Ice Rink Printer Ping (Ping) Down (Request time...	2021-11-20T03:07:24+00:00	2021-11-22T16:04:52+00:00
10333	[PRTG Network Monitor (COFAPRTG)] WTP Printer Ping (Ping) Down (Request timed out...	2021-11-21T10:35:26+00:00	2021-11-22T16:04:47+00:00

Ticket #	Summary	Created	Closed
10334	[PRTG Network Monitor (COFAPRTG)] WTP Printer HTTP (Please check the URL setting ...	2021-11-22T15:29:50+00:00	2021-11-22T16:04:44+00:00
10335	Shut down exterior restrooms:)	2021-11-22T15:33:36+00:00	2021-11-22T16:37:21+00:00
10336	Library computer 15	2021-11-22T16:29:14+00:00	2021-11-22T18:49:57+00:00
10337	Addendum to Victoria Ave Storm	2021-11-22T16:41:14+00:00	2021-11-22T17:09:24+00:00
10338	Remove Teresa Rosas credentials	2021-11-22T17:02:30+00:00	2021-11-22T22:07:45+00:00
10340	Computer not displaying anything on monitors.	2021-11-23T17:02:38+00:00	2021-11-23T17:07:12+00:00
10341	[PRTG Network Monitor (COFAPRTG)] Ice Rink Printer Ping (Ping) Down (Request time...	2021-11-29T04:25:57+00:00	2021-11-29T15:04:31+00:00
10343	Update Council Policy Manual	2021-11-29T17:45:43+00:00	2021-11-29T17:53:29+00:00
10345	Remove banner of closed notice of clerk and muni court pages	2021-11-29T17:46:54+00:00	2021-11-29T17:50:44+00:00
10347	Monitor Dead	2021-11-29T18:23:55+00:00	2021-11-30T18:14:52+00:00
10348	Plotter	2021-11-29T19:05:07+00:00	2021-11-30T23:06:44+00:00
10349	New Hire	2021-11-29T19:13:42+00:00	2021-11-30T23:06:21+00:00
10350	New Hires	2021-11-29T21:29:36+00:00	2021-11-30T23:06:33+00:00
10354	Shops Computer Not Connecting	2021-11-30T16:07:31+00:00	2021-12-03T23:25:37+00:00

Ticket #	Summary	Created	Closed
10358	Embed Code for Boards and Commission Page	2021-11-30T18:12:29+00:00	2021-11-30T19:59:09+00:00
10359	PD/FIRE entry door-north facing	2021-11-30T18:47:28+00:00	2021-11-30T20:23:04+00:00



Tickets

Ticket #	Summary	Created	Closed
10257	city of monte vista	2021-11-01T18:18:11+00:00	2021-11-01T18:24:16+00:00
10259	Remove computer	2021-11-01T19:58:06+00:00	2021-11-03T22:43:41+00:00
10265	Computer Relocation	2021-11-02T21:33:13+00:00	2021-11-03T22:42:14+00:00
10284	Import Iphones into Jamf	2021-11-04T21:00:35+00:00	
10290	Monte City Council Meeting	2021-11-05T13:04:01+00:00	2021-11-05T15:22:48+00:00
10291	Lock	2021-11-05T13:07:24+00:00	2021-11-09T15:01:27+00:00
10304	Remove Access	2021-11-10T15:26:37+00:00	2021-11-17T17:58:10+00:00
10308	Google Analytics on MV Website not working	2021-11-12T20:57:12+00:00	2021-11-18T17:46:08+00:00
10322	ComBackup [Failed] Backup Configuration Job (1 objects)	2021-11-18T17:34:51+00:00	2021-11-19T18:26:55+00:00
10328	ComBackup [Failed] Mission Critical Immutable (3 objects) 3 failed	2021-11-19T12:36:37+00:00	2021-11-19T18:37:40+00:00
10339	Add the new copier to the Spillman server and remove the old	2021-11-22T23:21:25+00:00	2021-11-24T16:58:50+00:00
10342	Printer Issues	2021-11-29T15:36:39+00:00	2021-11-29T18:22:05+00:00
10344	Setup Scan to email on both new copiers within the City/PD	2021-11-29T17:46:15+00:00	2021-11-29T17:46:42+00:00
10346	No Summary	2021-11-29T18:22:44+00:00	2021-11-29T20:53:28+00:00

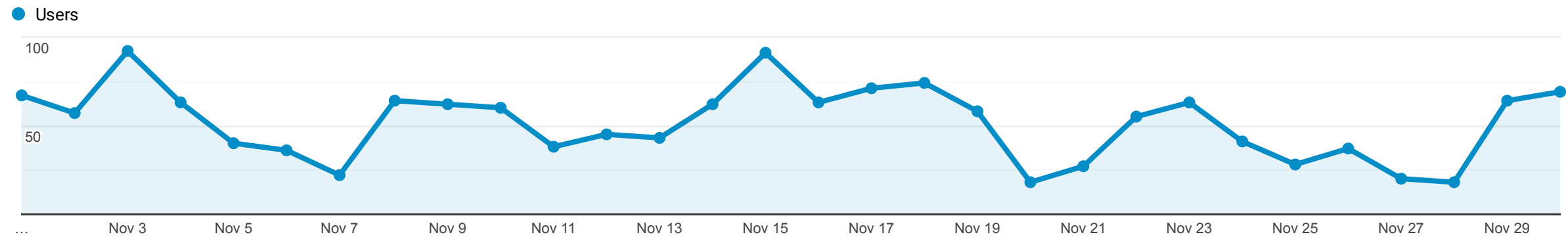
Ticket #	Summary	Created	Closed
10351	Gigi's contats	2021-11-30T00:16:38+00:00	2021-12-07T16:02:56+00:00
10352	iPhone	2021-11-30T06:31:48+00:00	2021-12-09T20:18:36+00:00
10353	Forrest	2021-11-30T13:25:58+00:00	2021-12-02T20:11:42+00:00
10355	Printer issues on the evidence IN processing computer	2021-11-30T18:01:50+00:00	2021-11-30T18:02:36+00:00
10356	PDF's are saving as chrome shortcuts on George's computer	2021-11-30T18:03:11+00:00	2021-11-30T18:03:40+00:00
10357	Josh Hill's new phone	2021-11-30T18:06:18+00:00	

Audience Overview

All Users
100.00% Users

Nov 1, 2021 - Nov 30, 2021

Overview



Users
1,329

New Users
1,122

Sessions
1,675

Number of Sessions per User
1.26

Pageviews
3,671

Pages / Session
2.19

Avg. Session Duration
00:01:26

Bounce Rate
45.67%

New Visitor
76.6%

Returning Visitor
23.4%

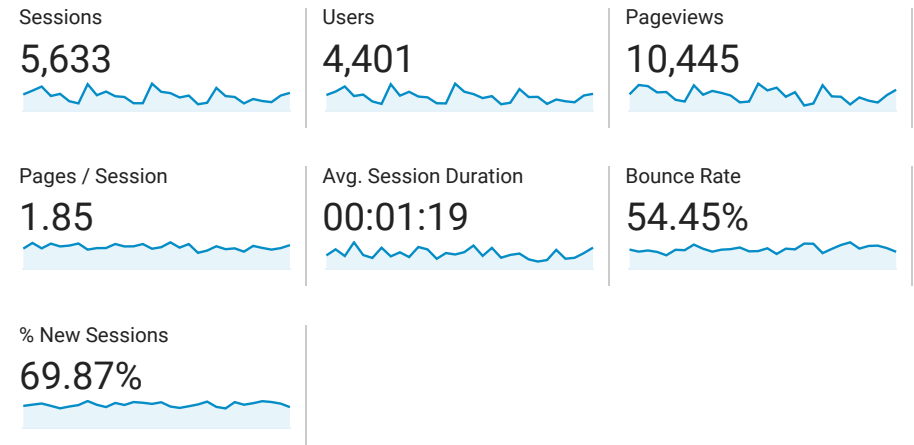
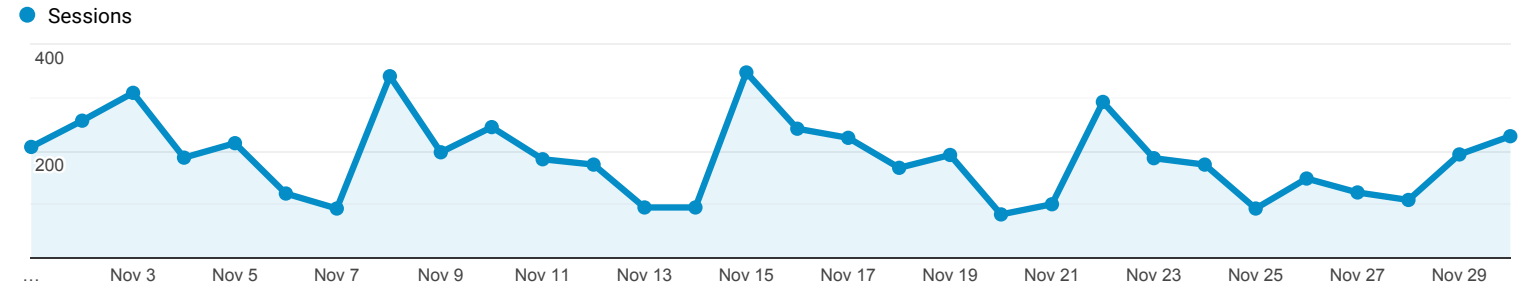
Language		Users	% Users
1.	en-us	1,254	94.36%
2.	en-gb	23	1.73%
3.	zh-cn	23	1.73%
4.	en	12	0.90%
5.	en-in	6	0.45%
6.	c	3	0.23%
7.	zh-tw	2	0.15%
8.	en-au	1	0.08%
9.	en-ca	1	0.08%
10.	es-us	1	0.08%

Audience Overview

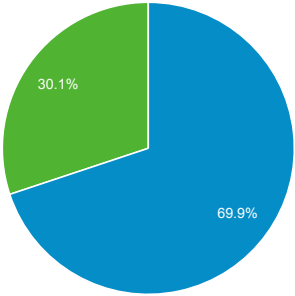
All Users
100.00% Sessions

Nov 1, 2021 - Nov 30, 2021

Overview



New Visitor Returning Visitor



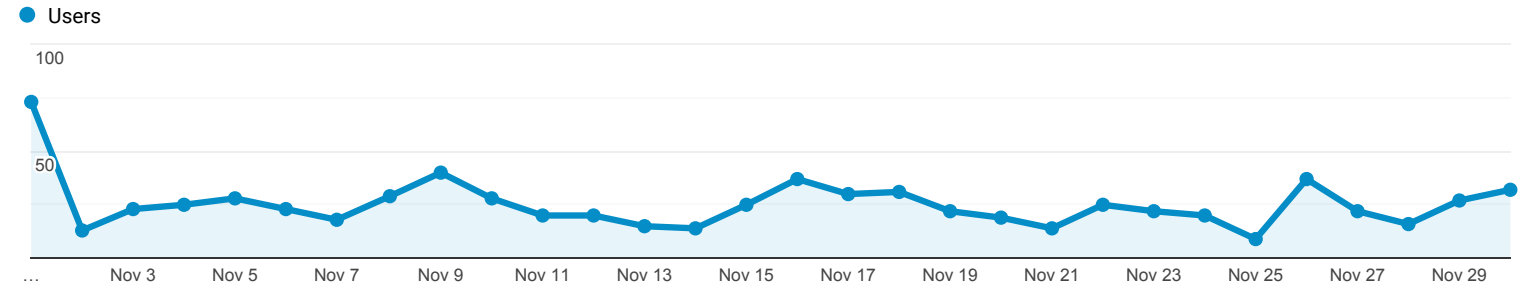
Language	Sessions	% Sessions
1. en-us	5,276	93.66%
2. zh-cn	100	1.78%
3. fr-fr	86	1.53%
4. en-gb	43	0.76%
5. en	37	0.66%
6. c	13	0.23%
7. en-ca	12	0.21%
8. en-au	8	0.14%
9. es-us	6	0.11%
10. (not set)	5	0.09%

Audience Overview

All Users
100.00% Users

Nov 1, 2021 - Nov 30, 2021

Overview



Users

561

New Users

492

Sessions

865

Number of Sessions per User

1.54

Pageviews

2,020

Pages / Session

2.34

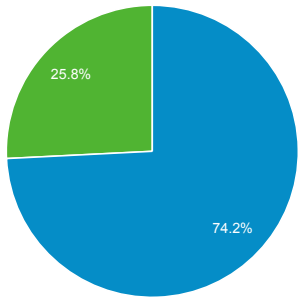
Avg. Session Duration

00:01:47

Bounce Rate

63.58%

■ New Visitor ■ Returning Visitor



Language		Users	% Users
1. en-us		526	93.76%
2. zh-cn		18	3.21%
3. c		5	0.89%
4. en		4	0.71%
5. en-gb		2	0.36%
6. bg		1	0.18%
7. bg-bg		1	0.18%
8. en-au		1	0.18%
9. en-ca		1	0.18%
10. en-us@posix		1	0.18%



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Totals For Filed Date From 11/01/2021 To 11/30/2021

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

Violations By Filed Date

CITY ORDINANCE	25
PARKING	2
TRAFFIC	37
Total Violations Filed:	64

Violations Completed-Paid Fines By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	8
PARKING	4
TRAFFIC	39
CL	51

DENIED-DENIED FILING, CLOSED

CITY ORDINANCE	7
TRAFFIC	1
DENIED	8
Total Violations Completed-Paid Fines:	59

Violations Completed-Before Judge By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	1
CL	1
Total Violations Completed-Before Judge:	1

Violations Completed-Other By Filed Date

DI-DISMISSED/PRESENTED INSURANCE



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Totals For Filed Date From 11/01/2021 To 11/30/2021

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

Violations Completed-Other By Filed Date

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

DI	2
----	---

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE	3
----------------	---

DP	3
----	---

DX-DISMISSED/FOUND NOT GUILTY

PARKING	1
---------	---

DX	1
----	---

VD-VOIDED DOCKET

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

VD	1
----	---

Total Violations Completed-Paid Fines:	7
--	---

Total Violations Completed-Paid Fines:	59
--	----

Total Violations Completed-Before Judge:	1
--	---

Total Violations Completed-Before Jury:	0
---	---

Total Violations Completed-Before Teen Court:	0
---	---

Total Violations Completed-Other:	7
-----------------------------------	---

Total Violations Completed:	67
-----------------------------	----

Total Violations Filed:	64
-------------------------	----

Net Difference Filed - Completed:	-3
-----------------------------------	----

Warrants Issued



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Totals For Filed Date From 11/01/2021 To 11/30/2021

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

CITY ORDINANCE	40		
Total Warrants Issued:	40	Total Violations:	40

Warrants Cleared

CITY ORDINANCE	27		
Total Warrants Cleared:	27	Total Violations:	27
Total Warrants Issued:	40		
Total Warrants Cleared:	27		
Net Difference:	13		

Violations Completed-Other Paid By Filed Date

BH-BOND HEARING

CITY ORDINANCE	3		
BH		3	

CI-TRAFFIC CIRCLE

TRAFFIC	1		
CI		1	

DI-DISMISSED/PRESENTED INSURANCE

TRAFFIC	1		
DI		1	

DP-DISMISSED BY PROSECUTOR

TRAFFIC	1		
DP		1	

DV-DIVERSION VOID



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Totals For Filed Date From 11/01/2021 To 11/30/2021

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

Violations Completed-Other Paid By Filed Date

CITY ORDINANCE 3

DV 3

EX-EXTENSION OF TIME TO PAY

CITY ORDINANCE 1

TRAFFIC 1

EX 2

IA-INITIAL APPEARANCE

CITY ORDINANCE 4

IA 4

JL-JAIL

CITY ORDINANCE 1

JL 1

LN-LIEN ON LICENSE - DEFAULT

TRAFFIC 2

LN 2

PP-PAYMENT PLAN

TRAFFIC 5

PP 5

RH-RESTITUTION HEARING

CITY ORDINANCE 1

RH 1

ST-STATUS HEARING

CITY ORDINANCE 17



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Totals For Filed Date From 11/01/2021 To 11/30/2021

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

Violations Completed-Other Paid By Filed Date

TRAFFIC	1	
ST		18
TR-TRIAL - NON JURY		
CITY ORDINANCE	1	
TR		1
WI-WARRANT ISSUED		
CITY ORDINANCE	6	
WI		6
Total Violations Completed-Other Paid:	49	



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/10/2021 8:30:58 AM

Posted Fee Totals For Transaction Date From 11/01/2021 To 11/30/2021

Fee Code	Fee Description	Paid
		\$0.00
CCOST	COURT COSTS	\$290.00
DEFER	DEFERRED FEE	\$25.00
DFLT	DFLT JUDGMENT	\$30.00
FINE	Fine	\$5,098.00
LATE	LATE FEE	\$125.00
OJW	OUTSTANDING JUDGMENT WAR	\$60.00
PD SUR	PD SURCHARGE	\$1,010.00
REST	RESTITUTION	\$50.00
TP	SERVICE CHARGE	\$135.00
VA	VICTIMS ASSISTANCE	\$100.00
WF	WARRANT FEE	\$120.00

Report Totals: \$7,043.00

**City Clerk/Municipal Court
November 2021 Monthly Report**

Prepared and distributed 9 birthday cards.

LIQUOR:

- New license:
 - o Thai House
- Renewals:
 - o Oscar's Restaurant
 - o Beer Keg Depot

COURT:

- Court held November 1, 9, 10, and 18.

ELECTIONS:

- Met with City Manager and City Attorney to review new councilor orientation.
- Held new councilor orientation session for Councilor Woodward.

BOARDS:

- Attended Granicus Boards and Commissions attendance tracking training.

RECORDS:

- Continued to scan in files from the pump house into Laserfiche.
- Intern reorganized Planning Commission files in Central File room.

TRAININGS:

- Attended CAMCA Annual Meeting in Black Hawk, CO.
- Attended CAMCA Courthouse Coffee Chat: Office Technology

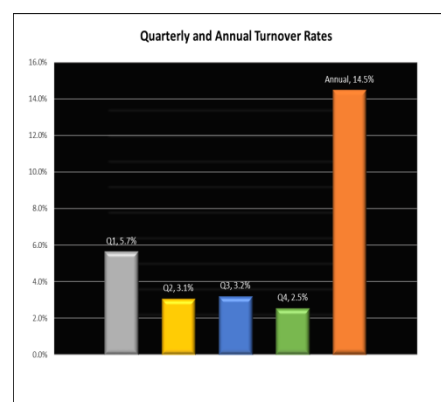
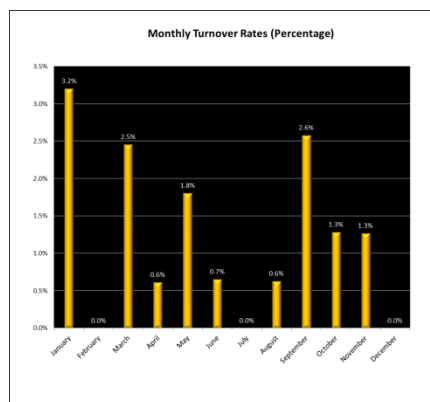
OTHER:

- Attended weekly Leadership Team meetings.
- Attended Work Sessions.
- Attended Regular Council meetings.
- Attended Regular Meetings with Mayor Coleman and City Manager.
- Attended Executive Session for annual evaluation.
- Provided feedback to HR on employee handbook.

HUMAN RESOURCES MONTHLY REPORT

November 2021

City of Alamosa Turnover Rate					
Full-Time & Part-Time Year Round Employment					
Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	5	156	3.2%	5.7%	14.5%
February	0	161	0.0%		
March	4	163	2.5%		
April	1	163	0.6%	3.1%	
May	3	166	1.8%		
June	1	153	0.7%		
July	0	159	0.0%	3.2%	
August	1	160	0.6%		
September	4	155	2.6%		
October	2	156	1.3%	2.5%	
November	2	158	1.3%		
December	0	1	0.0%	2.5%	



Workers Compensation:

New filings: 0

Alamosa Police Department

November 2021 Month End Report

Part 1 Crime Category	Sep-21	Oct-21	Nov-21	Nov-20	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	1	-1	1
Sexual Assaults	2	4	1	1	0	21
Robbery	1	1	0	0	0	10
Aggravated Assault	4	2	3	2	1	34
Total Violent Crimes	7	7	4	4	0	66
Part 1 Property Crimes						
Burglary	6	2	5	9	-4	87
Larceny	47	37	44	34	10	421
Vehicle Theft	4	2	5	2	3	28
Total Property Crimes	57	41	54	45	9	536
Total Part 1 Crimes	64	48	58	49	9	602
Miscellaneous Offenses						
Domestic Violence	10	12	10	8	2	95
Simple Assault	6	13	4	4	0	81
Drug Related	7	15	13	7	6	127
Liquor Laws	0	3	3	0	3	9
Harassment	4	9	8	8	0	81
DUI/DWAI/DUID	4	8	3	7	-4	53
Arson	1	1	2	0	2	16
Traffic Related						
Traffic Accidents	37	44	28	26	2	368
Fatal	0	0	0	0	0	0
Injury	3	3	4	2	2	41
Property Damage	34	41	24	24	0	327
Community Service Ofc						
Dogs picked up	16	15	20	8	12	148
Animal Bites	1	2	1	2	-1	14
Barking Dog Complaints	2	2	2	0	2	8
Wildlife Calls	6	13	5	11	-6	39
Weed/Trash Removal	6	3	2	4	-2	147
Snow Removal	0	0	0	0	0	9
Towed Vehicles	0	1	3	0	3	15
Red Tagged Vehicles	2	7	7	6	1	57
Summons Issued	8	10	2	10	-8	169
Calls for Service	212	184	105	177	-72	2423

Submitted by: Ken Anderson, Chief of Police

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Special Meeting November 10, 2021

ATTACHMENTS:

Description	Type
▢ Minutes of Special Meeting November 10, 2021	Minutes

ALAMOSA CITY COUNCIL
Special Meeting Minutes
Council Chambers, 300 Hunt Avenue
November 10, 2021

6:00 PM - Special Meeting

I. CALL TO ORDER

The Special Meeting of the Alamosa City Council was called to order on the above date by Mayor Ty Coleman at 6:00 p.m.

Present at roll call: Mayor Pro Tem Jan Vigil, Councilors Charles Griego, David Broyles, Liz Hensley, Jan Vigil and Kristina Daniel. A quorum was declared. Mayor Ty Coleman previously requested to be excused. Councilor Michael Carson was absent. Also present: Facilitator Kim Smoyer, City Clerk Holly Martinez, Municipal Judge James McDonald and City Attorney Erich Schwiesow (attending at their portions of the meeting respectively).

EXECUTIVE SESSIONS

Executive Session pursuant to C.R.S. § 24-6-402((4)(f) to conduct annual performance evaluation of City Clerk, Municipal Judge and City Attorney.

Council unanimously voted to enter into executive session pursuant to C.R.S. § 24-6-402(4)(f) for personnel matters - evaluations of the City Clerk, Municipal Judge, and City Attorney.

Mayor Pro Tem Vigil affirmed that after the executive session, no further business will be discussed.

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Holly C. Martinez, City Clerk

Jan Vigil, Mayor Pro Tem

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Meeting December 1, 2021

ATTACHMENTS:

Description	Type
▢ Minutes of Meeting December 1, 2021	Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

HYBRID - Council Chambers & Zoom Video Webinar
300 Hunt Avenue, Alamosa, CO
December 1, 2021

Zoom Webinar Link: <https://us02web.zoom.us/j/86494217747>

Dial-In Number: US: +1 346 248 7799 | Webinar ID: 864 9421 7747

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

Present at roll call: Mayor Ty Coleman, Councilors Kristina Daniel, Michael Carson, David Broyles, Liz Hensley and Jan Vigil. Councilor Charles Griego previously requested to be excused. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

III. AGENDA APPROVAL

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

Ruthie Brown spoke in regards to concerns about the Christmas lights timeline of the lighting downtown.

Harvey Hisgen spoke in regards to the resolution for the National Historic Pike trail.

B. Follow-Up

Heather Brooks provided information related to why the timeline is set as it is for the Christmas lighting timeline.

V. CEREMONIAL ITEMS

- A. Recognition of Retiring Council Members
 - 1. David Broyles

Councilor Broyles thanked the community and staff for all their support during his term and was presented with a plaque for his years of service.

- B. Oath of Office for New Council Members
 - 1. Ty Coleman, Mayor
 - 2. Jan Vigil, Councilor At Large
 - 3. Kyle Woodward, Ward 2
 - 4. Michael Carson, Ward 4

City Clerk, Holly Martinez, administered the oath of offices to these newly elected Councilors and presented them with their Certificates of Election.

Mayor Coleman, Councilor Vigil, Councilor Woodward and Councilor Carson thanked those who voted and supported them.

Mayor Coleman, Councilor Vigil, Councilor Woodward and Councilor Carson carried out the remainder of the meeting.

VI. CONSENT CALENDAR A

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

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

C.2.a. October 2021 financial statements and expenditure reports

C.7.a. Approve Minutes of Meeting November 17, 2021

C.8.a. Motion authorizing the Mayor and City Staff to sign FAA grant documents for the Airport Rescue Grant for the Alamosa Airport.

C.8.b. Resolution No. 9-2021; A Resolution in Support of the Creation of the Pike National Historic Trail.

VII. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. LEAD Update

Carey Deacon, Megan Martinez, and Chief Anderson provided an update on the LEAD program to Council. Council thanked them for the update.

B. Board/Commission Business

1. Homeless Coalition Update

Dawn Melgares provided an update to Council on what the Homeless Coalition has been working on.

2. Discussion on Temporary Council Committee Assignments

Ms. Brooks provided an update to Council on the boards that Councilor Broyles had been serving on and asked if they're okay with the alternate carry out the remaining meetings until the mini retreat in February when committees are discussed and assigned. Council concurred that they were okay with the alternate carrying out the remainder of the meetings.

C. Business Brought Forward by City Staff

1. PH Ordinance 24-2021, Renewal of IGA with the City of Monte Vista for the provision of Information Technology Services.

Ms. Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:46 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 7:47 p.m.

Councilor Vigil moved, seconded by Councilor Hensley to finally adopt Ordinance No. 24-2021. The motion carried unanimously.

1. Development Services

a. Public Hearing and Second Reading, Ordinance No. 25-2021, An Ordinance Amending Section 21-2-405 of the Code of Ordinances of the City of Alamosa Concerning Short-Term Rental Regulations

Rachel Baird provided information to Council and informed them of the changes that were put into this ordinance for second reading based on the direction council gave at first reading.

Mayor Coleman opened the public hearing at 7:56 p.m. and asked for those wishing to speak on this ordinance.

Marc Eaton thanked staff and council for their efforts but stated that he is against buffer zones this ordinance is recommending.

Amy Scaveezee spoke regarding her concerns to the ordinance.

Chuck Kelley spoke in opposition to the ordinance and stated his concerns as a property management owner.

Heather Parga spoke in opposition to the ordinance.

Luke Yoder spoke regarding his concerns and how is in favor of such an

ordinance because he wants his neighborhood to have a sense of community.

Ruthie Brown spoke regarding her concerns and is in support of short term rentals and is not supportive of the restrictions in this ordinance.

Darrel Cooper spoke in opposition to this ordinance and recommended council to table this ordinance and bring it back at another time.

There being no one else wishing to speak, the hearing closed at 8:50 p.m.

Council further discussed this ordinance.

Councilor Carson moved, seconded by Councilor Woodward to put a moratorium in place tonight. Before a vote was taken, both Councilors withdrew their motion and second.

Councilor Daniel moved, seconded by Councilor Hensley to table this ordinance and to direct staff to prepare a moratorium ordinance for the next meeting. The motion carried unanimously.

- b. First Reading and Introduction, Ordinance 26-2021, An Ordinance Amending the Unified Development Code to Expand Housing Options

Ms. Baird provided information to Council.

Councilor Vigil moved, seconded by Councilor Hensley to approve Ordinance No. 26-2021 on first reading and set for a public hearing on Wednesday, December 15, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

2. Police

- a. First Reading, Ordinance No. 27-2021 an ordinance adding a new article VI to chapter 14 (nuisances) of the Code of Ordinances of the City of Alamosa concerning mitigation of public nuisances created by the use of property in connection with certain crimes and allowing for the closure of such property.

Chief Anderson provided information on this ordinance to Council.

Councilor Vigil moved, seconded by Councilor Hensley to approve Ordinance No. 27-2021 on first reading and set for a public hearing on Wednesday, December 15, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

D. Committee Reports

None.

E. Staff Announcements

Ms. Brooks reminded Council of the upcoming Celebration of Lights this Friday.

Andy Rice updated council on trail outreach that will be happening.

Rachel Baird provided an update to council on the Walsh building status.

Holly Martinez asked for Council's guidance on the vacancy on the Main Street Committee and if they'd like to appoint the recently interviewed applicant or continue recruitment. Consensus was to add the appointment to the next agenda.

VIII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

F. CONSENT CALENDAR B

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

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

1. Consideration of written findings and conclusions for grant of hotel and restaurant liquor license to The Friar's Fork, Inc. at 607 Fourth Street.

COUNCIL COMMENT

Councilor Vigil commented on the basketball and wrestling season beginning and gave a shout out to the Recreation Department for the pee wee basketball season.

Councilor Carson welcomed Councilor Woodward to Council.

Mayor Coleman extended congratulations to Councilor Woodard and mentioned the Celebration of Lights again and encouraged Council and the community to come out for the event.

ADJOURNMENT

The meeting adjourned at 10:15 p.m.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Appointment of Mark Martinez to the Main Street Advisory Committee as the Hospitality Industry representative.

Recommended Action:

Appoint Mr. Martinez to the Main Street Advisory Committee as the Hospitality Industry representative.

Background:

With Councilor Woodward's recent election to Council, he has stepped down from serving on this committee creating the vacancy for the second Hospitality Representative. Mr. Martinez applied and interviewed for the Main Street Advisory Committee back in September 2021 for the Hospitality Industry Representative. Since the application and interview was recent, staff reached out to Mr. Martinez to confirm his interest in still serving on this committee and he is interested.

The Main Street Advisory Committee has one vacancy: Hospitality Industry representative with a term ending 6/1/2022.

Issue Before the Council:

Does Council wish to make this appointment?

Alternatives:

1. Make the appointment
2. Do not make the appointment and continue recruitment.

Fiscal Impact:

N/A

Legal Opinion:

The City Attorney will be present at the meeting for questions or comments.

Conclusion:

This action helps to fill the vacancy on the Main Street Advisory Committee and further Council's goal of community through citizen involvement.

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Motion authorizing an additional \$241,075 for the Victoria Street Drainage Infrastructure project.

Recommended Action:

Staff recommends that Council authorize an additional \$241,075 for the completion of the storm water collection project.

Background:

Victoria Street and the surrounding area have historically flooded during a heavy rain event. This is largely due to the existing undersized storm water infrastructure. Victoria Street is the collection point for a large area and much of it is impermeable. In the spring of 2019, Reynolds Engineering was hired to assess the area and provide options that would resolve this issue.

In July of 2019, Reynolds Engineering provided 4 options to consider all of which would alleviate the buildup of storm water. Each option included a summary of the work and a cost estimate. Due to the complicated nature of the project, Options 1, 2, and 3 were estimated around \$1,350,000 while Option 4 was estimated at \$740,000. However, Option 4 required the City to obtain land for a detention pond. Staff felt that option 4 was the best solution so long as we were successful in purchasing the land needed for the detention pond.

On July 17, 2019 in an executive session, staff presented all 4 options to Council along with the recommendation to move forward with Option 4 and requested authorization to pursue the vacant land needed for the detention pond. Council approved the request along with the budget, and we were successful in purchasing the vacant lot adjacent to the college Heights Baptist Church in February of 2020.

Once the property was secured, Reynolds Engineering had clear direction on where the storm water would be stored and could begin the design of Victoria Storm Drainage project. Reynolds submitted the completed design and construction documents for approval in the spring of 2021. With the expectations of the work being completed in the summer of 2022, the City went through a formal bid process receiving only one qualified bid from RMS Utilities for the amount of \$774,044.75. The RMS bid, plus the other expenses already incurred to complete the project are listed below. The total project budget is now \$1,064,075, which remains below the other options with 2019 cost projections.

RMS Utilities	\$774,044
Property purchase	\$107,000
Lift Station equipment	\$123,031
Detention blocks	\$ 20,000
Fencing	\$ 25,000
Contingency	\$ 15,000

Until recently, the original approved budget would have been adequate for this project. However, the volatility of the construction labor and material market has led to substantial cost increases. An

example on how much the market has changed is a contractor could purchase and install a 15" storm water pipe for \$27 per linear foot in 2019. Today, that cost is about \$70 per linear foot – a 160% increase. Staff does not believe that rebidding the project will result in a lower price. Most contractors are currently booked and are not taking on additional large-scale projects and the higher material costs would be consistent for them as well.

Issue Before the Council:

Does Council wish to authorize an additional \$241,075 to the budget to complete the Victoria St drainage infrastructure?

Alternatives:

- 1) Approve the requested increase to the budget.
- 2) Re-bid the project in hope of additional bidders with lower prices.
- 3) Decline to approve the request and provide staff with further direction.

Fiscal Impact:

The additional cost will be paid out of the Enterprise Fund or offset with ARPA funds depending on the inflation impact on other planned projects and the 10-year projected fund balance. If approved, the amount will be included in the first budget amendment for the 2022 annual budget.

Legal Opinion:

City Attorney will be available for questions.

Conclusion:

A solution to the drainage problem on Victoria and neighboring streets is a high priority. This needs to be in place prior to the rebuilding of Victoria Street in 2023. The budget increase is necessary to complete the project and move forward.

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Motion authorizing the reallocation of \$70,000 and addition of \$10,000 from the Enterprise Fund balance for the emergency replacement of a sanitary sewer line east of the Century Mobile Home Park and City Manager's report on emergency expenditure pursuant to Section 2-182(b)(3) of the *Code of Ordinances of the City of Alamosa*

Recommended Action:

Staff recommends that Council approve \$10,000 from the Enterprise Fund and reallocate \$70,000 previously earmarked for the replacement of the sanitary sewer line on 14th Street, which was not needed, and accept this agenda item as the City Manager's written communication on an emergency expenditure pursuant to Section 2-182(b)(3).

Background:

During the last week of November, the Water Division was making its rounds cleaning manholes and discovered a section of collapsed sanitary sewer line east of the Century Mobile Home Park. Assessing the old cement pipe revealed that pipe walls were very thin and that making the necessary repairs would be difficult. Knowing that the wait list for pipe is currently quite backlogged, staff ordered replacement pipe and planned on patching the issue until it could be fully replaced next summer.

Upon returning to the site the next day, two additional sections of the pipe had collapsed causing great concern and necessitating the immediate replacement of the entire pipe. Fortunately, the pipe supplier was able to secure enough material to replace the entire 1300' section of pipe and will deliver that material the week of December 13th. The needed pipe was only available because the project it had been ordered for by another customer was cancelled. Due to the general unavailability of pipe and the emergency need to acquire pipe for the collapsed sanitary sewer line, the City Manager authorized a no-bid purchase of the pipe pursuant to Section 2-182(b) of the *Code of Ordinances*. The price is commercially reasonable.

The \$70,000 from the 14th Street projects were funds that were not used and were going to be returned to the Enterprise Fund. Prior to the asphalt overlay of the road this summer, the sanitary line was reassessed and determined that replacement of this line was premature and would not need replaced for many more years to come. An additional \$10,000 is anticipated to be needed to complete this emergency repair.

Issue Before the Council:

Does Council wish to authorize the \$10,000 needed to replace the failed sanitary sewer line and reallocate the unused \$70,000 from the 14th Street project?

Alternatives:

- 1) Approve the requested increase to the budget and reallocation of funds.
- 2) Decline to approve the request and provide staff with further direction. The pipe has already been purchased, so if not approved under this proposal, another source of funds will need to be

identified.

Fiscal Impact:

The additional \$10,000 will be paid out of the Enterprise Fund and the \$70,000 was budgeted but unused.

Legal Opinion:

City Attorney will be available for questions.

Conclusion:

The replacement of this sanitary sewer line should be considered the highest of priorities and replaced as soon as possible. A complete failure of this line will impact all residential and commercial users south of 14th Street. Accordingly, material for the repair was purchased on an emergency basis. This motion authorizes the necessary fund reallocation to accommodate that purchase.

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Needs and Desires Hearing: New application for a Hotel/Restaurant License, Alamosa Thai House LLC d/b/a Thai House, 525 Main Street.

Recommended Action:

This is a quasi-judicial issue where Council's action may only be based on evidence presented at the hearing.

Conduct hearing to receive evidence regarding whether the reasonable requirements of the neighborhood and the desires of the adult inhabitants of the neighborhood support the issuance of the license applied for in this application.

If the matter appears to be clear-cut, Council should make a decision after the hearing and direct the City Attorney to prepare written findings for consideration at the following meeting (January 5, 2022) consistent with the decision made after the hearing.

Background:

Alamosa Thai House LLC d/b/a Thai House has applied for a new Hotel & Restaurant license at 525 Main Street. This application was accepted administratively on November 15, 2021.

Applicant Details:

- Business address is 525 Main Street.
- The licensed premise is proposed to be the entirety of the interior of the structure at said address.
- Applicant has a current sales tax license.
- Applicant is eligible to be licensed.
- Applicant is a LLC
- Applicant owners are Elaine V. Rios and Vicente Rios.
- Manager on the license is Elaine Rios.
- Possession of property is documented through a lease.
- Preliminary factual findings are attached, and have been provided to the applicant as required.
- The property was posted on November 15, 2021.
- The legal notice was published as required in the Valley Courier on December 4, 2021.

Issue Before the Council:

The hearing is for the purpose of receiving evidence and testimony regarding this license application. **This is a quasi-judicial issue where Council's action may only be based on evidence presented at the hearing.**

Alternatives:

Council is limited to the option of conducting the needs and desires hearing as required by law.

Fiscal Impact:

N/A

Legal Opinion:

The City Attorney will be available at the meeting to conduct the hearing.

Conclusion:

Council should conduct the hearing as required. If the matter appears to be clear-cut, Council should make a decision after the hearing and direct the City Attorney to prepare written findings for consideration at the following meeting consistent with the decision made after the hearing.

ATTACHMENTS:

Description	Type
▣ Preliminary Factual Findings	Backup Material
▣ Application for Alamosa Thai House LLC	Backup Material
▣ Drawing of Proposed Licensed Premise	Backup Material
▣ Photo of Notice of Posting at Location	Backup Material



Office of the City Clerk
300 Hunt Avenue
Alamosa, CO 81101
Main, (719) 589-2272
Fax, (719) 589-9454
hmartinez@ci.alamosa.co.us

December 10, 2021

Alamosa Thai House LLC
d/b/a Thai House
Attn: Elaine Rios, Vicente Rios
525 Main Street
Alamosa, CO 81101

Greetings:

You are hereby advised that an investigation has been made with regard to the application made by Alamosa Thai House LLC d/b/a Thai House for a new Hotel/Restaurant License at 525 Main Street. Based on the results thereof, the following has been determined:

1. The location of the premises for which the license is sought is 525 Main Street in Alamosa, Colorado.
2. In the two years preceding the date of application acceptance, there has not been a denial of a Hotel/Restaurant license application for the reason that the reasonable requirements of the neighborhood were not satisfied by the existing outlets.
3. It appears from the application documents that you are entitled to possession of the premises where you propose to exercise the license applied for, and that the possession will continue throughout the initial term of the license, if granted.
4. The sale of liquor on the proposed premises is not a violation of City of Alamosa zoning, building, and fire laws or regulations.
5. The proposed location is not within 500 feet from a school.
6. The Alamosa City Council has designated the Neighborhood to be the city limits plus a one-mile radius. You, as the applicant, may accept that designation or present alternative evidence.
7. Preliminary background investigation results have been received for the members of the incorporation and have not given rise to anything that would cause the Local Licensing Authority to question the good moral character of the individuals. Fingerprint results are not yet received.

The public hearing on your application has been set for **Wednesday, December 15, 2021 beginning at 7:00 p.m. or shortly thereafter** (generally, the hearings are scheduled near the end of the Regular Council Agenda but there is not a guaranteed time in which the hearing will begin). The hearing will take place in Alamosa Council Chambers, 300 Hunt Avenue in Alamosa. At said hearing, you shall have an opportunity to be heard regarding all matters of consideration of your application. ***Be advised that you, as the applicant, are burdened with persuading City Council, who is the Local Liquor Licensing Authority, that the granting of this license will meet the needs of the neighborhood and the desires of the adult inhabitants of the neighborhood. If you fail to present convincing evidence, the application will be denied. City Council's procedure is to consider a final decision at the conclusion of the hearing.***

Should you have any questions or concerns regarding the procedure involved in this public hearing, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, reading "Holly C. Martinez", is written over a horizontal line.

Holly C. Martinez
City Clerk

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Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. **All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed.** Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit: www.colorado.gov/enforcement/liquor for more information**

Items submitted, please check all appropriate boxes completed or documents submitted	
I.	Applicant information ☐ A. Applicant/Licensee identified ☐ B. State sales tax license number listed or applied for at time of application ☐ C. License type or other transaction identified ☐ D. Return originals to local authority (additional items may be required by the local licensing authority) ☐ E. All sections of the application need to be completed ☐ F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application
II.	Diagram of the premises ☐ A. No larger than 8 1/2" X 11" ☐ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) ☐ C. Separate diagram for each floor (if multiple levels) ☐ D. Kitchen - identified if Hotel and Restaurant ☐ E. Bold/Outlined Licensed Premises
III.	Proof of property possession (One Year Needed) ☐ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk ☐ B. Lease in the name of the applicant (or) (matching question #2) ☐ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant ☐ D. Other agreement if not deed or lease. (matching question #2)
IV.	Background information (DR 8404-I) and financial documents ☐ A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members) ☐ B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state vendor. Do not complete fingerprint cards prior to submitting your application. The Vendors are as follows: IdentoGO – https://uenroll.identogo.com/ Phone: 844-539-5539 (toll-free) IdentoGO FAQs: https://www.colorado.gov/pacific/cbi/identification-faqs Colorado Fingerprinting – http://www.coloradofingerprinting.com Appointment Scheduling Website: http://www.coloradofingerprinting.com/cabs/ Phone: 720-292-2722 Toll Free: 833-224-2227 ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license ☐ D. List of all notes and loans (Copies to also be attached)
V.	Sole proprietor/husband and wife partnership (if applicable) ☐ A. Form DR 4679 ☐ B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable) ☐ A. Certificate of Incorporation ☐ B. Certificate of Good Standing ☐ C. Certificate of Authorization if foreign corporation (out of state applicants only)
VII.	Partnership applicant information (if applicable) ☐ A. Partnership Agreement (general or limited). ☐ B. Certificate of Good Standing
VIII.	Limited Liability Company applicant information (if applicable) ☐ A. Copy of articles of organization ☐ B. Certificate of Good Standing ☐ C. Copy of Operating Agreement (if applicable) ☐ D. Certificate of Authority if foreign LLC (out of state applicants only)
IX.	Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application ☐ A. \$75.00 fee ☐ B. Individual History Record (DR 8404-I) ☐ C. If owner is managing, no fee required

Name	Type of License	Account Number													
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years? Yes ☐ No ☒ 8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state): a. Been denied an alcohol beverage license? ☐ ☒ b. Had an alcohol beverage license suspended or revoked? ☐ ☒ c. Had interest in another entity that had an alcohol beverage license suspended or revoked? ☐ ☒ If you answered yes to 8a, b or c, explain in detail on a separate sheet. 9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail. ☐ ☒ 10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? ☐ ☒ or Waiver by local ordinance? ☐ ☒ Other: _____ 11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☐ ☒ 12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☐ ☒ 13 a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016? ☐ ☒ 13 b. Are you a Colorado resident? ☒ ☐ 14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee. ☒ 15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement? ☒ ☐ ☒ Ownership ☒ Lease ☐ Other (Explain in Detail) <u>Mrs. Bios Restaurant</u> a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease: <table style="width:100%; border: none;"> <tr> <td style="width:40%; border: none;">Landlord <u>James V. Bios</u></td> <td style="width:40%; border: none;">Tenant <u>Alamosa Thai House LLC</u></td> <td style="width:20%; border: none;">Expires <u>5-1-2023</u></td> </tr> </table> b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16. ☐ ☒ c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11". 16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary. <table style="width:100%; border: none;"> <tr> <td style="width:30%; border: none;">Last Name <u>W/A</u></td> <td style="width:20%; border: none;">First Name</td> <td style="width:15%; border: none;">Date of Birth</td> <td style="width:20%; border: none;">FEIN or SSN</td> <td style="width:15%; border: none;">Interest/Percentage</td> </tr> <tr> <td style="border: none;">Last Name <u>W/A</u></td> <td style="border: none;">First Name</td> <td style="border: none;">Date of Birth</td> <td style="border: none;">FEIN or SSN</td> <td style="border: none;">Interest/Percentage</td> </tr> </table> Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation. 17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted? ☐ ☒ Number of additional Optional Premise areas requested. (See license fee chart) 18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions. 19. Liquor Licensed Drugstore (LLDS) applicants, answer the following: a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ ☒ If "yes" a copy of license must be attached.			Landlord <u>James V. Bios</u>	Tenant <u>Alamosa Thai House LLC</u>	Expires <u>5-1-2023</u>	Last Name <u>W/A</u>	First Name	Date of Birth	FEIN or SSN	Interest/Percentage	Last Name <u>W/A</u>	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Landlord <u>James V. Bios</u>	Tenant <u>Alamosa Thai House LLC</u>	Expires <u>5-1-2023</u>													
Last Name <u>W/A</u>	First Name	Date of Birth	FEIN or SSN	Interest/Percentage											
Last Name <u>W/A</u>	First Name	Date of Birth	FEIN or SSN	Interest/Percentage											

Name	Type of License	Account Number		
20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation				
a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?		Yes ☐ No ☒		
b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?		Yes ☐ No ☒		
c. How long has the club been incorporated?				
d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?		Yes ☐ No ☒		
21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:				
a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)		Yes ☐ No ☒		
22. Campus Liquor Complex applicants answer the following:				
a. Is the applicant an institution of higher education?		Yes ☐ No ☒		
b. Is the applicant a person who contracts with the institution of higher education to provide food services?		Yes ☐ No ☒		
If "yes" please provide a copy of the contract with the institution of higher education to provide food services.				
23. For all on-premises applicants.				
a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record				
- DR 8404-I and fingerprint submitted to approved State Vendor through the Vendor's website. See application checklist, Section IV, for details.				
b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit a Manager Permit Application				
- DR 8000 and fingerprints.				
Last Name of Manager		First Name of Manager		
Rios		Elaine		
24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.		Yes ☐ No ☒		
25. Related Facility - Campus Liquor Complex applicants answer the following:		Yes ☐ No ☒		
a. Is the related facility located within the boundaries of the Campus Liquor Complex?				
If yes, please provide a map of the geographical location within the Campus Liquor Complex.				
If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.				
b. Designated Manager for Related Facility- Campus Liquor Complex				
Last Name of Manager		First Name of Manager		
26. Tax Information.				
a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?		Yes ☐ No ☒		
b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?		Yes ☐ No ☒		
27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.				
Name	Home Address, City & State	DOB	Position	%Owned
Elaine V Rios	[REDACTED]	[REDACTED]	owner	50%
Name	Home Address, City & State	DOB	Position	%Owned
Vicente Rios	[REDACTED]	[REDACTED]	owner	50%
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
** If applicant is owned 100% by a parent company, please list the designated principal officer on above.				
** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)				
** If total ownership percentage disclosed here does not total 100%, applicant must check this box:				
☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.				

Name	Type of License	Account Number
Oath Of Applicant		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.		
Authorized Signature <i>Elaine V Rios</i>	Printed Name and Title <i>Elaine V Rios owner</i>	Date <i>11/12/21</i>
Report and Approval of Local Licensing Authority (City/County)		
Date application filed with local authority <i>11/15/2021</i>	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application) <i>12/15/2021</i>	
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:		
☒ Fingerprinted ☒ Subject to background investigation, including NCIC/CCIC check for outstanding warrants		
That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license (Check One)		
☐ Date of inspection or anticipated date _____ ☒ Will conduct inspection upon approval of state licensing authority		
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?		Yes No ☐ ☐
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?		☐ ☐
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		
☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?		☐ ☐
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.		
Local Licensing Authority for <i>City of Alamosa</i>	Telephone Number <i>(719) 589-2593</i>	☒ Town, City ☐ County
Signature	Print	Title
Signature	Print	Title
		Date

Tax Check Authorization, Waiver, and Request to Release Information

I, Vivian Rios am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of THE House (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

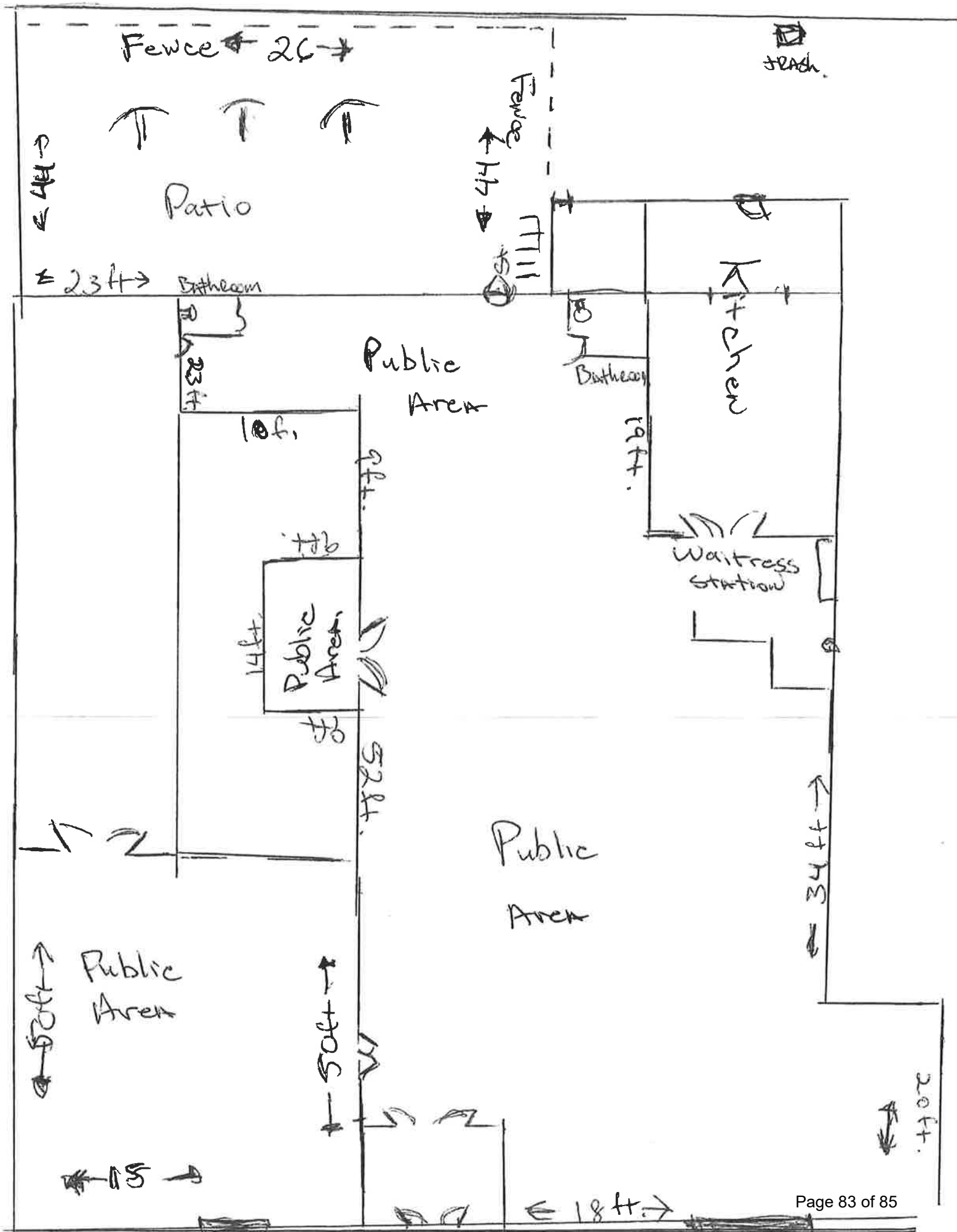
The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) <u>THE House</u>		Social Security Number/Tax Identification Number <u>46 3922936</u>	
Address <u>525 Main St</u>			
City <u>Alamosa</u>		State <u>Co.</u>	Zip <u>81101</u>
Home Phone Number <u>(719) 992-2007</u>		Business/Work Phone Number <u>(719) 992-2007</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Vivian Rios</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>[Signature]</u>			Date signed <u>11/12/21</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



THAI HOUSE





NOTICE

**PURSUANT TO THE LIQUOR
LAWS OF COLORADO
ALAMOSA THAI HOUSE LLC
d/b/a THAI HOUSE**

**Has requested the licensing officials of the
CITY OF ALAMOSA**

To grant

**A Hotel/Restaurant license at this location to
dispense malt, vinous, and spirituous liquor**

HEARING ON APPLICATION TO BE HELD

**At Alamosa City Hall, 300 Hunt Avenue,
Alamosa, CO 81101**

Time & Date: 7:00 p.m. December 15, 2021

Date of Application 11/12/2021

Applicant Address:

**Vicente Rios and Elaine V. Rios
525 Main Street, Alamosa, CO**

**Petitions or remonstrances
may be filed with the City Clerk,
300 Hunt Avenue, Alamosa CO 81101**

Posting date: November 15, 2021