

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
September 21, 2016

As a full service municipal government, our mission is to enhance the quality of life for our residents, visitors, and businesses. We strive to provide balanced business, employment, recreational, and residential opportunities.

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.

7:00 PM - Regular Meeting

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 Josef Lucero at 7:00 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

Present at roll call: Mayor Josef Lucero, Councilors Michael Stefano, Kristina Daniel, Ty Coleman, Liz Hensley, Charles Griego and Jan Vigil. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

III. AGENDA APPROVAL

Councilor Griego moved, seconded by Councilor Vigil, to approve the agenda as presented. The motion carried unanimously.

IV. CITIZEN COMMENT

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

A. Audience Comments

Dan McCann spoke in regards to racism.

Jim Quiller spoke in regards to the Blanca Vista Park and the fishing regulations.

John Saxton spoke in regards to the Multi-Use Facility.

Johnathon Griffin also spoke in regards to the Multi-Use Facility.

Rob Pickett spoke in regards to the bid for architectural services for the Multi-Use Facility.

B. Follow-Up

Heinz Bergann clarified the rules and regulations in regards to fishing at the Blanca Vista Ponds.

V. CEREMONIAL ITEMS

A. Introduction of HR Manager Amy McKinley

Heather Brooks introduced Amy McKinley, who was welcomed by Council.

VI. CONSENT CALENDAR A

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

Councilor Griego pulled Item C.8.b. from Consent Calendar A to discuss under Regular Business. Councilor Vigil moved, seconded by Councilor Hensley to approve Consent Calendar A as amended. The motion carried unanimously.

C.7.a. Approve Minutes of Meeting September 7, 2016

C.8.a. Receive August 2016 Monthly Reports

C.1.a. Award of Bid, 2016 Craft Water Tower Recoating

VII. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. Golf Board Request to Defer Lease Payment

Heather Brooks reviewed information that was presented to Council in the Council Communication. The last two years have been especially challenging for the Golf Board given the turnover and losses associated with the restaurant. The Board has firmly decided that it will no longer manage the restaurant and is working on soliciting appropriate tenants to lease that part of the building. Additionally, the Board has created a budget moving forward

that only depends on revenues from the Pro Shop and Golf Course operations. These steps are very important, but unfortunately two years of significant losses associated with restaurant operations has left the Board with significant debt and no cash to pay the 2016 lease payment of \$24,750. The Golf Board is requesting that the City defer the 2016 lease payment to the end of the financing term 2028.

The Recreation Board discussed the possible request from the Golf Board at their meeting on September 13th. The Recreation Board voted unanimously to support the deferment of the payment with the encouragement that the renegotiation of the Management Agreement, which ends January 24, 2018, include discussions pertaining to minimizing the overhead for operations and setting triggers for Council approval of debt.

Golf Board members Joelle Boos-Medina, Jon Atencio, and Jose Ortega presented information to Council. Ms. Boos-Medina stated that there are interested parties that would like to lease the restaurant and once they have more information, they will share that. They are looking to defer this payment until the end at this point and are still working on the financing.

Jon Atencio echoed Ms. Boos-Medina's comments and stated that the companies interested are really good at events and they see the positives of being operational during the winter months.

Jose Ortega mentioned that the negotiations and talks that have occurred being positive and the relationships with the City and the Rec Board are being reestablished.

Council discussed this matter, thanking the golf board members for the transparency and communication.

Councilor Griego questioned the management agreement and who would be responsible for the debt. Counselor Schwiesow confirmed that under the current terms of the management agreement, whoever takes over management of the course, takes over the debt that has been incurred.

Council further discussed this matter.

Councilor Daniel moved, seconded by Councilor Vigil to defer the lease payment until the end of the financing term. The motion carried unanimously.

B. Business Brought Forward by City Staff

1. Agreement for Temporary Accounting Services

Councilor Griego asked for clarification on the timeframe for these services. City Manager Heather Brooks stated that the length of time has not been determined but that it will depend on how the conditions of the finance department are and will be focused on that. The contract is anticipated to be

under \$15,000. It is a part-term temporary relationship for the City until the Finance department is where they need to be.

Councilor Vigil moved, seconded by Councilor Stefano to confirm the contract signed by the City Manager for temporary assistance in the Finance Department. The motion carried unanimously.

2. Public Works

- a. Award of Bid, Architectural services for the coordination of design data and the completion of construction plan sets for a proposed municipal ice rink/multi-use pavilion.

Pat Steenburg presented information to Council. Acting on the decision of Council's motion of a 6-1 vote to move forward with the Ice Rink/Multi-Purpose Pavilion project and higher budget, staff released a Request for Proposals for architectural services for the coordination of design data and the completion of construction plan sets for the Ice Rink/Multi-Purpose pavilion as envisioned in the conceptual drawing created by the advisory group last winter. The City received four bids from eligible and responsive bidders. After thorough review of the submitted proposals, staff recommends awarding the bid to the second lowest bidder, Reynolds Ash & Associates of Durango, Colorado.

Staff believes the Reynolds Ash project team and proposal works best within the criteria considered and gives the project the best opportunity for the a successful outcome. The Recreation Board considered this information at their September 13th meeting and voted unanimously to move forward in awarding the contract.

Council further discussed this issue and addressed concerns of this project going more over budget than what it already currently has. They also discussed that without this part of the project completed and giving them the information that is needed to be able to truly see the costs associated with building this building, the project really cannot move forward.

Councilor Vigil moved, seconded by Councilor Coleman to award the bid for the 2016 Ice Rink/Multi-Use Pavilion Architectural Services contract to Reynolds Ash & Associates of Durango, Colorado in the amount of \$117,500.00 (one hundred seventeen thousand five hundred dollars). The motion carried 6 to 1 with Councilor Griego casting the no vote.

3. Parks and Recreation

- a. Resolution 14-2016; A Resolution to act as Alamosa Hub fiscal agent for the grant application for the San Luis Valley Inspire Initiative Implementation Grant from the State Board of the Great Outdoors Colorado Trust Fund.

Heinz Bergann and Julie Mordecai presented information to Council. This resolution allows the City of Alamosa to act as Alamosa Hub fiscal agent for the grant application for the San Luis Valley Inspire Initiative Implementation Grant from the State Board of the Great Outdoors Colorado Trust Fund.

The timing of this grant opportunity is ideal considering the significant amount of public input collected through the update to the Comprehensive Plan. Improvement of the river corridor is one of the highest ranking priorities. Also, captured through the outreach is significant support for trails and recreational program enhancements.

Council further discussed this resolution.

Councilor Vigil moved, seconded by Councilor Stefano to adopt Resolution No. 14-2016. The motion carried unanimously.

- b. Motion to Approve Funding for the San Luis Valley GOCO Inspire Initiative Implementation Project (Alamosa Hub) and allow an increase in Community Recreation staffing by one FTE in 2020

Heinz Bergann and Julie Mordecai presented information to Council. The Alamosa Hub has been concentrating on two aspects which is Place and Program. The Place involves the Rio Grande corridor improvements and the Program involves the Alamosa Parks and Recreation Outdoor Rec Program.

There are two separate budgets for each, place and program. Under the Place budget, the City is looking at \$184,880 to be a partner match. The proposed expenditures include: \$100,000 for Land Acquisition, \$9,880 to Put-In Parking Lots/Roadways, and \$75,000 for the Levy Certification. The \$9,880 will come out of the Community Rec fund but will be reimbursed and the \$75,000 for the levy certification is an already existing budgeted expense. The total final expense for Place would be \$100,000 that would be matched 1:1. \$50,000 would be coming from the community recreation fund and \$50,000 would be from the conservation trust fund.

Under the Program budget, the City is looking at \$117,000 cash match, in-kind contribution and expenditures. The proposes expenditures included \$60,000 for the Boy & Girls Club Programming, \$51,000 for Senior Recreation Programming, and \$6,000 for ALMA Programming; all funded from the General Fund Non-departmental. All the amounts are

a three year total and represent what the City has historically given to these three entities through the outside funding line item.

This grant will pay for one FTE staff member for three years in Community Recreation. This position is similar to the current Recreation Specialist and would coordinate all outdoor recreation youth programs in the Alamosa Hub among various entities. Starting in year four (2020), the full cost of the Outdoor Recreation Coordinator would need to be absorbed by the Community Recreation Fund.

Councilor Stefano moved, seconded by Councilor Vigil, to approve the City's portion of the proposed funding match for the Alamosa Hub as highlighted in the draft budgets and approve the addition of one FTE staff position in Community Recreation in 2020. The motion carried unanimously.

4. Information Technology

a. Fiber line to Street and Fleet Facility

Jim Belknap presented information to Council. In 2007, IT placed a wireless system in place to service outlying buildings, which was designed to be a temporary solution for these buildings. That system has had to have repairs over the years and the radios are now obsolete. Staff would have to replace the entire system to ensure functionality. It is recommended that rather than replacing what was intended to be a temporary solution, the fiber optic line that currently ends at the Recreation Center, be extended to serve Fleet Maintenance and the Streets Division. This is a more permanent solution that also improves connectivity.

Councilor Vigil moved, seconded by Councilor Daniel to adopt Alternative 1, authorizing staff to spend IT fund savings for a fiber line extension to service Fleet Maintenance and Street Department. The motion carried unanimously.

5. City Manager/Legal

a. Carroll Subdivision No. 2 Gas and Electric SID (SID 2015-1) Assessment Ordinance

Counselor Schwiesow presented information to Council. City Council approved the final plat for Carroll Subdivision Addition No. 2 in 1976. In a portion of the subdivision, public infrastructure, including paving, curb and gutter, water mains, sanitary and storm sewers, electricity, gas, and street lighting were never completed by the developer. Paving, curb and

gutter, water mains, ADA corners, and sanitary and storm sewers were installed pursuant to Special Improvement District 14-1, established by the City of Alamosa, but Special Improvement District 14-1 did not address electricity, gas, and street lighting. Council, through enactment of Resolution No.11-2016, gave notice of its intent to create a special improvement district to provide gas, electric, and street lighting to those un-served portions of Carroll Subdivision No. 2.

Pursuant to the terms of the creation of the SID, those improvements have been completed and it is appropriate to assess the costs of the improvements to the lot owners. Council approved the statement of expenses setting forth the total cost and proposed apportionment at the September 7, 2016 meeting. The assessment ordinance, together with the assessment roll implement that apportionment. A notice of hearing with the total cost and the apportionment amongst lot owners has been sent to the lot owners within the SID and has been published.

Councilor Griego moved, seconded by Councilor Vigil to approve Ordinance No. 16-2016 on first reading and set for a Public Hearing thereon on Wednesday, October 5, 2016 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

C. Committee Reports

Councilor Coleman reported on the San Luis Valley Development Resource Group meeting that he attended.

Councilor Vigil made the announcement that the Library will be having a movie night at the library this Friday, at 7:00 p.m.

Councilor Griego stated that there will be an airport board meeting tomorrow and informed Council that there has been an airport manager hired. Council Vigil also stated that Boutique Air will up and running here soon.

D. Staff Announcements

Heather Brooks updated Council on the following:

- CML District 8 Meeting next week, September 28th.
- Thanked everyone who participated in the Cities and Towns Week.
- Mayor and Mayor Pro Tem will be meeting with HUD on the 29th.
- Work Session scheduled for Oct. 5th that is scheduled for budget.
- Grant submitted to DOLA to help offset painting project.

COUNCIL COMMENT

Councilor Daniel thanked everyone who worked on the Cities and Towns weeks and also mentioned the Stephanie L. Miner Walk/run this weekend and the methadone clinic open house, which is October 5 from 9:30 a.m. to Noon.

Councilor Coleman mentioned the ice cream social and relayed his appreciation.

Councilor Vigil thanked all those who went to the opening game for the first-ever Alamosa High School Softball team.

EXECUTIVE SESSIONS

Councilor Daniel moved, seconded by Councilor Stefano (9:13 p.m.), to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters relating to the Evaluations of the City Manager and City Attorney. The motion carried unanimously.

After the executive sessions, Council will move back in to regular session and no further business will be discussed.

1. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Manager
2. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Attorney

ADJOURNMENT

The meeting adjourned immediately following the Executive Sessions.

Holly C. Martinez, City Clerk

Josef P. Lucero, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Introduction of HR Manager Amy McKinley

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Meeting September 7, 2016

ATTACHMENTS:

Description		Type
D	Minutes of Meeting September 7, 2016	Cover Memo

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
September 7, 2016

As a full service municipal government, our mission is to enhance the quality of life for our residents, visitors, and businesses. We strive to provide balanced business, employment, recreational, and residential opportunities.

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7:00 PM - Regular Meeting

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 Josef Lucero at 7:00 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

Present at roll call: Mayor Josef Lucero, Councilors Michael Stefano, Kristina Daniel, Ty Coleman, Liz Hensley, and Jan Vigil. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

III. AGENDA APPROVAL

Councilor Vigil moved, seconded by Councilor Stefano, 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

Shanna Hobbs commented in regards to the council compensation and stated she will not be pursuing a special election for the marijuana question.

Ericha Lossbrock commented and invited Council to participate in a First Responders BBQ on September 27.

B. Follow-Up

Councilor Vigil clarified that Council had all agreed that there would be no question on the ballot related to council compensation if there was not going to be any question related to marijuana.

V. CEREMONIAL ITEMS

A. Cities & Towns Week Proclamation

Mayor Lucero read the proclamation and Council presented it to City staff.

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 Hensley to approve Consent Calendar A as presented. The motion carried unanimously.

C.7.a. Approve Minutes of Special Meeting August 10, 2016

C.7.b. Approve Minutes of Meeting August 17, 2016

C.7.c. Approve Minutes of Special Meeting August 24, 2016

C.7.d. Confirm the Mayor's appointment of new member to the Alamosa Housing Authority Board

C.8.a. Alamosa County FAA Runway Design Grant

C.1.a. Award of Bid - Offset Single Wing Rotary Mower

VII. REGULAR BUSINESS

B. Business Brought Forward by City Staff

1. Public Works

- a. Carroll Subdivision No. 2 Gas and Electric SID (SID 2015-1) Statement of Expenses

Counselor Schwiesow reviewed this statement of expenses with Council. This statement of expenses is the first step in assessing the cost of the Carroll Special Improvement District that related to installation of gas, electric, and street lights. This was an expense

fronted by the City and the intent was the SID would pay the City back after improvements were put in. Those improvements have been installed, a majority of that through contract with Xcel, and there was also a fair amount incurred by the City in-kind. Approving the statement of expenses is the first step in the assessment of the cost of the improvements to the lot owners.

Once the statement of expenses is approved, a notice of hearing with the total cost and the apportionment amongst lot owners will be sent to the lot owners within the SID and will also be published. Council will be presented with the first reading of an assessment ordinance at the September 21, 2016 meeting, and will hold a second reading, and a public hearing on any objections to the proposed assessment, at the meeting on October 5. After approval of the assessment ordinance, lot owners will have 30 days in which to make their payment in full, or will then be put on a 5 year, zero interest payment plan.

Councilor Daniel asked if the owners were already aware of this. Counselor Schwiesow and Heather Brooks clarified that they were.

Councilor Vigil moved, seconded by Councilor Stefano to approve the statement of expenses. The motion carried unanimously.

2. City Manager/Legal

a. Discussion Regarding Council Compensation

Heather Brooks reviewed this item with Council. Several Council members have indicated interest in placing a question on a future ballot pertaining to Council compensation and at the last meeting it was stated that should there be enough signatures collected for the petition, maybe this type of question should be submitted as well.

Mayor Lucero stated that he feels that this discussion may be best to do at the Council retreat. Councilor Vigil asked for discussion from those Councilors who were against this. Councilor Coleman stated his views on why he cannot justify asking for a raise in compensation for Council.

Council further discussed this issue. It was directed that all future conversations related to this issue be discussed in public and when all Councilors are present.

C. Committee Reports

Councilor Vigil reported on the school board meeting he attended.

Councilor Coleman reported on the Alamosa Housing Authority meeting he attended.

Heather Brooks reported on the library board meeting her and Councilor Vigil attended.

D. Staff Announcements

Heinz Bergann informed Council of upcoming events including the library celebration and the Potato festival happening this weekend.

He also informed Council of the processes for the maintenance of the parks after big events.

Chief Oakes informed Council of the concerns with the train.

Heather Brooks informed Council of a potential project that recognizes the successes of the ASU Cross Country team. She also informed Council of the partnership with the School District to apply for a GOCO Grant to upgrade the school's baseball fields and an update regarding Market Street.

Ms. Brooks also reminded Council of the following upcoming dates:

- Ribbon Cutting Ceremony for Richardson Ave. is tomorrow.
- Next week will be a Budget work session.
- Julie Mordecai and other partners working on the Inspire Grant will come to do an update on what has been accomplished so far on that.
- Ice Cream Social for employees will be held next week in recognition of Cities and Towns week.
- CML District meeting at the end of September.

COUNCIL COMMENT

Councilor Vigil informed Council of the new Alamosa High School softball game and their first home game being Monday, September 19, 2016. He also addressed his concerns relating to future discussions of marijuana.

Mayor Lucero asked whether a proclamation can be done for the softball team. Ms. Brooks clarified that this is Council's prerogative but that it is helpful if someone is interested in doing a proclamation to provide the City Clerk with information for one.

Councilor Stefano mentioned the ASU East Campus being open.

Councilor Hensley also added on to the ASU Campus and thanked all those that worked on Richardson Avenue. Councilor Coleman also echoed Council's comments on the work done on

Richardson Avenue.

EXECUTIVE SESSIONS

Councilor Daniel moved, seconded by Councilor Vigil (8:32 p.m.), to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters relating to the Evaluations of the City Manager and City Attorney. The motion carried unanimously.

After the executive sessions, Council will move back in to regular session and no further business will be discussed.

1. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Manager
2. Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Attorney

ADJOURNMENT

The meeting adjourned immediately following the Executive Session.

Holly C. Martinez, City Clerk

Josef P. Lucero, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive August 2016 Monthly Reports

ATTACHMENTS:

Description		Type
D	August 2016 Monthly Reports	Cover Memo

COUNCIL COMMUNICATION

DATE September 21, 2016	AGENDA NO.	SUBJECT: City Manager Monthly Report for August 2016
Department Head:		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

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

August 2016 Report

- Weekly meetings with the Mayor and City Clerk
- Weekly meetings with Delzia Worley and Randy Wright regarding economic development
- Weekly meetings with Leadership Team
- Sector Partnership Steering Committee Meeting
- Met with East Alamosa regarding water augmentation
- Lunch with Matt Abbey and Brett Wallace regarding railroad
- Multiple meetings with consultant and staff regarding the update to the Comprehensive Plan
- Monthly meeting with Councilor Coleman
- Met with USDA regarding potential grants
- Attended ASU Athletic Solutions Group
- Met with staff regarding Police grant for e-citation
- Lunch with Councilor Hensley
- Monthly meeting with Councilor Griego
- Attended Golf Partnership Meeting
- Met with staff regarding proposed changes at the County Jail in accepting municipal offenders
- Attended County Commission meeting to share concerns related to ceasing acceptance of municipal offenders at the County Jail
- Attended Grizzly Club Board
- Attended Global Leadership Summit
- Attended Dr. McClure's Summer Celebration
- Met with Alamosa School District regarding potential GOCO application for ballfield improvements
- Met with Mike Acutes regarding vending machines at City facilities
- Attended monthly ACEDC Board meeting
- Attended multiple presentation on the utility rate study results
- Attended TSJC Valley Community Council meeting
- Participated in the Comprehensive Plan outreach with the Boys & Girls Club
- Attended monthly Senior Citizen's Board meeting
- Participated in the downtown business forums Comprehensive Plan outreach

- Monthly meeting with Councilor Stefano
- Met with partners regarding the Inspire Grant
- Multiple staff meetings for budget preparation
- Attended Library Board Work Session
- Met with REC regarding broadband
- Attended Joint Work Session with Council, Golf Board, and Rec Board

City of Alamosa
Monthly Activities Report
August 2016
Public Works Department

Streets: Continued blading alleys and gravel roads. Made numerous repairs to signs. Patched open cuts and soft spots using hot mix. Continued with centerline and curb painting. Trimmed trees in some areas for the sweeper route. Laid conduit on Richardson Ave. from Third St. to Hwy 160. Assisted Water Dept. with hauling fill after Tremont water line break. Assisted Recycling with yard waste hauling. Repaired flashing light at the High School. Cleaned plugged inlets after storms. Repaired collapsed storm drain on Victoria Ave. Installed signage on Richardson Ave. Cut curb for driveway at 817 10th St. Constructed a building pad for recycling building. Removed concrete for Animal Shelter. Began pavement markings on Richardson project, Graveled alley between Mountain View and Bell off of First St. Installed crosswalk and signs at Ortega Middle School.

Solid Waste: Commercial waste hauled totaled 390 T., residential waste hauled totaled 234 T. Twenty nine special pick-ups were completed. One toter and one dumpster were delivered. Eight toters were repaired and four dumpsters. In kind services (three 20 yard rolls offs) were provided for the clean- up project conducted by SLV Ecosystem Council volunteers near the Foster water tower.

Recycling: A total of sixty four bales of various materials were made. Fifty three bales (25.26 T.) were shipped. A total of 6 T. of glass were made Land fill savings totaled \$431.95. Nine yard waste toters were delivered bringing the number of new green waste account for 2016 to 63.

Building Inspection: Twenty three building permits were issued for a total valuation of \$531,382.00. Building permit fees totaled \$4,277.50 and construction use tax totaled \$1,957.00 Plan review fees were \$155.25. A total of 33 various inspections were conducted. Two general and one limited contractor license were issued. Three Certificates of Occupancy were issued; two single family dwellings and one multi family dwelling.

Water: A total of 102,326,000 gallons of water were pumped for municipal use. Water treatment plant production totaled 82,662,471 gallons. Turn off/ons for occupant change and repairs totaled 51. Ten meters were re-read, six checked for leaks. Gallons of water pumped for the front nine at Cattails totaled 3,238,000 gallons, back nine/booster pump 7,831,000 gallons. Sixteen curb stops were cleaned. Seven new water services were installed. One broken water main was repaired. Water mains were flushed on 9th St from Old Airport Rd. to Hunt Ave. for discolored water. Repaired 10" AC water line that was damaged by boring crew south of Edgemont Ave. across the RR tracks. Twenty two services were shut offs for non- payment.

Wastewater: Total discharge for the month was 42.54 million gallons. The hard drive on the SCADA system went out and data was lost for July, IT did back- ups and replaced the hard drive. The influent meter also stopped working; diagrams of the meter wiring were sent to Teledyne to determine if the replacement would be compatible with the SCADA and sampling systems. Conducted interviews with Water/Sewer Superintendent for opening in the Water Dept. Replaced the PH probe in the lab. Mowed weeds around the plant. Had to repair a cable on basin #2. The DMR QA 36 study was completed and sent to the State. Cleaned clarifiers, assisted with changing the oil on the blowers at the water plant. Repaired leak on the backflow preventer. Replaced the packing on the grit pump.

East Alamosa: A total of 5,018,416 gallons of water were treated and supplied to East Alamosa. Hwy 17 well pumped 1,844,311 gallons. Pumps were pulled at Blanca Vista, McKinney, McQuerry and Rodeo lift station and cleaned impellers of debris. Removed motor #3 at the Brush booster station and sent it in for repairs. Cameraed collection lines in trailer park north of

Highway 160. Five sanitary sewers were checked for plugs; three unplugged. Rodeo and Blanca Vista lift stations experienced power problems and tripped off twice. The meter pit at 324 Haniver was raised. McKinney and Rodeo lift stations were cleaned. There were three call outs after hours.

Sewer: Twenty three sewers were checked at customers' requests, five were unplugged. Seventy four sanitary sewers were inspected; seven blocks of sewer line were cleaned. Four sewers were cleaned and flushed and four manholes were cleaned out. There were seven call outs after hours. Lifts stations were cleaned on Moose Way, Tremont St and Alamosa Ave. Rodded storm line on La Due between 11th and 12th St. Cameraed line on the 500 block of 8th St. in alley; full of roots. Cleaned catch basins throughout town after heavy rains. Replaced manhole ring and cover on Second St and San Juan Ave. Replaced contacts on motor #32 at Murphy and Alamosa lift stations. Lowered manhole behind Ace in Your Pocket on Chico St. Cameraed collection main in the 900 block of 10th St. and the 100 block of La Due. Repaired blow out on the east end of basin #1 at the WWTP. Removed two trucks loads of water from the 100 block of 10th St. after storm. Checked all lift stations daily.

Alamosa Fire Department

Department Report for August 2016

The Alamosa Fire Department responded to seventy nine calls within the City Limits and seven calls outside the City Limits. In addition to paged fire calls, Officers also responded to an additional six calls.

City Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date
2016	79*	486
2015	59**	408

* Includes 57 Airport Flight Standbys ** includes 43 Airport Flight Standbys

Inspections

6 Commercial Building inspections were performed

Fire Prevention/Station Tours

The Department hosted three station tours

The Department presented two Fire Extinguisher classes

Training:

Firefighters logged a combined total 54 hours of in house training during the month.

COUNCIL COMMUNICATION

DATE September 11, 2016	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for August 2016
Department Head: James A. Belknap		
City Manager:		
PRESENTED BY: James A. Belknap		

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

August 2016 Report

- Purchased and installed two desktop scanners for the Clerks office. These scanners allow the City Clerks to efficiently utilize our LaserFiche electronic document system. We then trained the City Clerks in the use of these scanners.
- Attended the E-Ticketing preliminary meeting.
- For the second time in a year, our network connection to the sanitation department went down. Instead of digging out the 500 foot line and replacing it yet again, we opted to install a radio system that allows us to serve the building without in ground wire.
- The computer system that logs State required data at the WWTP (Waste Water Treatment Plant) experienced a raid failure which caused the system to NOT record the required data. We replaced the failed raid drive and brought the system back online. We are currently looking for a solution that would notify IT in the case of a future failure.
- Purchased and installed a new Exchange Certificate. This Certificate allows our exchange server to communicate securely with each and every email client we utilize. These certificates are good for one year.
- Attended the LTPT (Local Technology Planning Team) meeting regarding the Broadband Planning Study.
- Rebuilt our SpiceWorks (IT Ticketing Server). After 4 years in service the server had run out of harddrive space and needed to be rebuilt. This server is a vital part of the way we efficiently communicate with every user on the network.
- Sent out monthly Phishing and Virus reports to all network users.
- Reviewed the security logs created by the Security Audit system. The system allows IT to review potential physical security breach attempts of the entire network in one comprehensive location.
- 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:

- Completed the permanent wiring of both Admin and PD. We placed a minimum of 3 network jacks in each office and ran those jacks back to the new IT server room for a total of 192 jacks and lines.
- Specified, ordered and received 17 new computer systems for the Police Department.
- Created and installed a base image for all 17 new computers in the Police Department.
- Specified, ordered, received and distributed smartphones for each police officer. Specified, ordered and received smartphones for each Public Works employee. These phones will allow Public Works to communicate with their employees in the field.
- Specified, ordered, received and installed a SAN (Storage Area Network) system to store all of the City's network files in a virtual environment.
- Recorded the City Council meeting of 8/4/16 and placed the recording on YouTube.
- Recorded the City Council meeting of 8/18/16 and placed the recording on YouTube.
- Attended the monthly management team meeting.
- Sent out monthly Phishing and Virus reports to all network users.
- Performed patch services on all existing and newly created servers. This monthly patching will help protect our servers from known vulnerabilities.
- Began the process of testing an electronic lock solution that would reduce the overall costs to maintain security at all City facilities, and increase the physical security of each location with full audit trails, the ability to remotely change users access to a particular door, and the ability to establish working hours of each lock.
- Reinstalled, reconfigured, and virus scanned every computer on the Admin side of City Hall. We then configured each of these computers to utilize the newly installed REC fiber bandwidth and provided each of these computers with a centralized Anti Virus solution. As needed, we updated these computers with the latest version of Microsoft Office as well.

City of Alamosa: All Tickets
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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3664	jbelknap@ci.alamosa.co.us	Press Release		2016-08-01 @ 09:55 am	2016-08-01 @ 10:11 am	closed	Med	< 1 day
3665	nvaldez@ci.alamosa.co.us	Press Release		2016-08-01 @ 10:25 am	2016-08-01 @ 11:04 am	closed	Med	< 1 day
3666	jegbert@ci.alamosa.co.us	ID badge for new employee needed (Fleet Mechanic Paul Pena)	mdl8	2016-08-01 @ 01:28 pm	2016-08-10 @ 06:26 pm	closed	Med	9 days
3667	bgallegos@ci.alamosa.co.us	Internet Down at Solid Waste		2016-08-01 @ 02:16 pm	2016-08-13 @ 10:07 am	closed	Med	11 days
3668	jegbert@ci.alamosa.co.us	print jobs disappear when sent to City Hall Color printer	mdl8	2016-08-01 @ 02:19 pm	2016-08-01 @ 03:13 pm	closed	Med	< 1 day
3669	jbelknap@ci.alamosa.co.us	Print this mailing label and return ship harddrive		2016-08-01 @ 06:40 pm	2016-08-02 @ 09:08 am	closed	Med	< 1 day
3670	rrogers@ci.alamosa.co.us	Rogers mdt	pcll95	2016-08-01 @ 08:57 pm	2016-08-02 @ 08:36 am	closed	Med	< 1 day
3671	osanchez@ci.alamosa.co.us	membership cards	pcll51	2016-08-02 @ 08:11 am	2016-08-02 @ 08:36 am	closed	Med	< 1 day
3672	jbelknap@ci.alamosa.co.us	laserfiche upgrades		2016-08-02 @ 08:40 am	2016-08-03 @ 11:17 am	closed	Med	1 day
3673	nvaldez@ci.alamosa.co.us	Mark's Computer	mdl6	2016-08-02 @ 08:55 am	2016-08-02 @ 09:09 am	closed	Med	< 1 day
3674	rsteenburger@ci.alamosa.co.us	ID Badge	pcl204	2016-08-02 @ 09:04 am	2016-08-02 @ 10:49 am	closed	Med	< 1 day
3675	bgallegos@ci.alamosa.co.us	AutoCAD Printing Issue		2016-08-02 @ 12:12 pm	2016-08-03 @ 11:55 am	closed	Med	< 1 day
3676	bgallegos@ci.alamosa.co.us	Create new badges for civ. police employees		2016-08-02 @ 12:12 pm	2016-08-02 @ 12:13 pm	closed	Med	< 1 day
3677	jbelknap@ci.alamosa.co.us	Bid announcement		2016-08-02 @ 12:45 pm	2016-08-02 @ 02:38 pm	closed	Med	< 1 day
3678	bgallegos@ci.alamosa.co.us	Update WTP locks		2016-08-02 @ 02:00 pm	2016-08-03 @ 10:58 am	closed	Med	< 1 day
3679	rrogers@ci.alamosa.co.us	password problem		2016-08-03 @ 05:55 am	2016-08-03 @ 10:58 am	closed	Med	< 1 day
3680	jbelknap@ci.alamosa.co.us	Ice Rink RFP		2016-08-03 @ 08:45 am	2016-08-03 @ 10:30 am	closed	Med	< 1 day

City of Alamosa: All Tickets
List of all tickets (111 items)
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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3681	jbelknap@ci.alamosa.co.us	Self Check		2016-08-03 @ 09:00 am	2016-08-03 @ 11:18 am	closed	Med	< 1 day
3682	amcdonald@ci.alamosa.co.us	2017 Portable Toilet Services	pcl207	2016-08-03 @ 10:36 am	2016-08-03 @ 10:58 am	closed	Med	< 1 day
3683	bgallegos@ci.alamosa.co.us	Missing email Ray Smith		2016-08-03 @ 12:00 pm	2016-08-03 @ 03:05 pm	closed	Med	< 1 day
3684	bgallegos@ci.alamosa.co.us	Unit 11 Dascham Issue		2016-08-03 @ 03:21 pm	2016-08-22 @ 03:42 pm	closed	Med	19 days
3685	jbelknap@ci.alamosa.co.us	LETIR Submission		2016-08-04 @ 08:10 am	2016-08-04 @ 08:16 am	closed	Med	< 1 day
3686	hreynolds@ci.alamosa.co.us	Occasional Missing Emails		2016-08-04 @ 10:22 am	2016-08-07 @ 04:54 pm	closed	Med	3 days
3687	czverev@ci.alamosa.co.us	Internet not working on public computers	md9	2016-08-04 @ 11:34 am	2016-08-04 @ 11:50 am	closed	Med	< 1 day
3688	jbelknap@ci.alamosa.co.us	Network outage at Cemetery		2016-08-05 @ 08:14 am	2016-08-07 @ 10:01 am	closed	Med	2 days
3689	info@ci.monte-vista.co.us	email issue		2016-08-05 @ 08:14 am	2016-08-05 @ 08:19 am	closed	Med	< 1 day
3690	jbelknap@ci.alamosa.co.us	ticket		2016-08-05 @ 08:22 am	2016-08-07 @ 04:53 pm	closed	Med	2 days
3691	hmartinez@ci.alamosa.co.us	Channel 191	mdt-13	2016-08-05 @ 01:05 pm	2016-08-07 @ 11:37 am	closed	Med	1 day
3692	pgarcia@ci.alamosa.co.us	Middle Kids computer	md7	2016-08-05 @ 03:03 pm	2016-08-09 @ 03:15 pm	closed	Med	4 days
3693	julies@ci.alamosa.co.us	fax machine	pcll76	2016-08-05 @ 04:08 pm	2016-08-07 @ 10:05 am	closed	Med	1 day
3694	julies@ci.alamosa.co.us	fax machine	pcll76	2016-08-05 @ 04:52 pm	2016-08-07 @ 10:05 am	closed	Med	1 day
3695	bpichon@ci.alamosa.co.us	Body Cam 3 and Dash Cam (MVR Car 3)	staffd-7	2016-08-06 @ 05:52 am	2016-08-07 @ 11:35 am	closed	Med	1 day
3696	zdecker@ci.alamosa.co.us	Wireless issues		2016-08-07 @ 11:33 am	2016-08-07 @ 11:36 am	closed	Med	< 1 day
3697	amcdonald@ci.alamosa.co.us	Public bid items	pcl207	2016-08-08 @ 10:15 am	2016-08-09 @ 08:52 am	closed	Med	< 1 day

City of Alamosa: All Tickets
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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3698	jegbert@ci.alamosa.co.us	need badge and email setup for Brooke Decker, Rec Center Cashier	mdl8	2016-08-08 @ 01:51 pm	2016-08-15 @ 04:18 pm	closed	Med	7 days
3699	patagarcia@ci.ala.co.us	Button unresponsive.	md9	2016-08-08 @ 03:19 pm	2016-08-09 @ 03:13 pm	closed	Med	< 1 day
3700	jegbert@ci.alamosa.co.us	post job opening for temporary streets maintenance worker	mdl8	2016-08-08 @ 04:03 pm	2016-08-09 @ 09:12 am	closed	Med	< 1 day
3701	nvaldez@ci.alamosa.co.us	HPAC Agenda	mdl6	2016-08-08 @ 04:36 pm	2016-08-10 @ 06:24 pm	closed	Med	2 days
3702	zdecker@ci.alamosa.co.us	wireless issues still		2016-08-08 @ 09:30 pm	2016-08-11 @ 08:07 am	closed	Med	2 days
3703	rstrand@ci.alamosa.co.us	Public computer 5 not working	md9	2016-08-09 @ 10:03 am	2016-08-09 @ 03:11 pm	closed	Med	< 1 day
3704	hmartinez@ci.alamosa.co.us	Please test Tascam Recorder	mdt-13	2016-08-09 @ 11:30 am	2016-08-09 @ 01:42 pm	closed	Med	< 1 day
3705	arice@ci.alamosa.co.us	Ch 10 update	172.16.2.114	2016-08-09 @ 01:33 pm	2016-08-09 @ 01:48 pm	closed	Med	< 1 day
3706	jegbert@ci.alamosa.co.us	new employee ID badge and email. Amy McKinley HR Manager	mdl8	2016-08-09 @ 01:33 pm	2016-08-17 @ 11:34 am	closed	Med	7 days
3707	jmartinez@ci.alamosa.co.us	Activate waste water treatment computer		2016-08-09 @ 01:36 pm	2016-08-09 @ 01:40 pm	closed	Med	< 1 day
3708	jegbert@ci.alamosa.co.us	New employee badge and email - Dominic Khoketkham police officer	mdl8	2016-08-09 @ 02:13 pm	2016-08-17 @ 11:37 am	closed	Med	7 days
3709	jegbert@ci.alamosa.co.us	toolbar is not visible on the city website due to comp plan banner	mdl8	2016-08-09 @ 02:49 pm	2016-08-09 @ 03:48 pm	closed	Med	< 1 day
3710	jbelknap@ci.alamosa.co.us	Drive Failure		2016-08-09 @ 04:02 pm	2016-08-13 @ 10:06 am	closed	Med	3 days
3711	arice@ci.alamosa.co.us	Ch 10 update	md3	2016-08-10 @ 04:34 pm	2016-08-10 @ 06:23 pm	closed	Med	< 1 day
3712	jscott@ci.alamosa.co.us	update on the pulverisator internet	pcl176	2016-08-11 @ 10:13 am	2016-08-13 @ 10:05 am	closed	Med	1 day
3713	jegbert@ci.alamosa.co.us	ID for Brooke Decker 3:30 Monday	mdl8	2016-08-11 @ 01:14 pm	2016-08-15 @ 04:18 pm	closed	Med	4 days
3714	nvaldez@ci.alamosa.co.us	2016 HPAC Annual Report	mdl6	2016-08-12 @ 10:00 am	2016-08-15 @ 09:18 am	closed	Med	2 days

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3715	nvaldez@ci.alamosa.co.us	Permissions	mdl6	2016-08-12 @ 10:58 am	2016-08-13 @ 10:12 am	closed	Med	< 1 day
3716	jbelknap@ci.alamosa.co.us	community calendar		2016-08-13 @ 07:29 am	2016-08-13 @ 10:08 am	closed	Med	< 1 day
3717	fhall@ci.alamosa.co.us	Control room computer.	pcll34	2016-08-15 @ 08:44 am	2016-08-17 @ 11:11 am	closed	Med	2 days
3718	wmarquez@ci.alamosa.co.us	Reset M. Dominguez's Password	md9	2016-08-15 @ 10:44 am	2016-08-15 @ 10:49 am	closed	Med	< 1 day
3719	kanderson@ci.alamosa.co.us	Remove Drug Take Back	md7	2016-08-15 @ 10:44 am	2016-08-15 @ 10:59 am	closed	Med	< 1 day
3720	bgallegos@ci.alamosa.co.us	RMA Unit 3 Bodycam		2016-08-15 @ 11:56 am	2016-08-31 @ 10:08 am	closed	Med	15 days
3721	bgallegos@ci.alamosa.co.us	Water Tower Painting RFP		2016-08-15 @ 02:37 pm	2016-08-15 @ 02:38 pm	closed	Med	< 1 day
3722	thillis@ci.alamosa.co.us	Fleet Maintenance	pcll64	2016-08-16 @ 08:05 am	2016-08-17 @ 11:38 am	closed	Med	1 day
3723	rstrand@ci.alamosa.co.us	Public computer 5		2016-08-16 @ 10:13 am		open	Med	19 days
3724	jbelknap@ci.alamosa.co.us	Alamosa Craft Water Tower Project--Advertisement in Valley Courier		2016-08-16 @ 10:47 am	2016-08-16 @ 11:57 am	closed	Med	< 1 day
3725	jscott@ci.alamosa.co.us	virus alert	pcll76	2016-08-16 @ 10:51 am	2016-08-17 @ 11:45 am	closed	Med	1 day
3726	rstrand@ci.alamosa.co.us	Public computers unable to connect to internet	md9	2016-08-16 @ 12:54 pm	2016-08-17 @ 11:38 am	closed	Med	< 1 day
3727	rstrand@ci.alamosa.co.us	Flash player on my computer		2016-08-16 @ 01:55 pm	2016-08-17 @ 11:36 am	closed	Med	< 1 day
3728	dchapman@ci.alamosa.co.us	Station 2 cameras	pcl210	2016-08-16 @ 03:01 pm	2016-08-17 @ 11:30 am	closed	Med	< 1 day
3729	jbelknap@ci.alamosa.co.us	: Alamosa Craft Water Tower Project		2016-08-16 @ 03:27 pm	2016-08-16 @ 04:02 pm	closed	Med	< 1 day
3730	staylor@ci.alamosa.co.us	LaserFiche Access Denied	md6	2016-08-17 @ 09:54 am	2016-08-24 @ 03:50 pm	closed	Med	7 days
3731	rsmith@ci.alamosa.co.us	Software for light programing	pcll75	2016-08-17 @ 10:29 am	2016-08-24 @ 03:47 pm	closed	Med	7 days

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3732	jbelknap@ci.alamosa.co.us	Change in Rec Board Meeting Times		2016-08-17 @ 03:37 pm	2016-08-18 @ 08:03 am	closed	Med	< 1 day
3733	sgallegos@ci.alamosa.co.us	Scanner	mdl6	2016-08-18 @ 11:46 am	2016-08-22 @ 08:17 am	closed	Med	3 days
3734	nvaldez@ci.alamosa.co.us	Flyers for website 2		2016-08-18 @ 02:32 pm	2016-08-18 @ 09:08 pm	closed	Med	< 1 day
3735	nvaldez@ci.alamosa.co.us	Flyers for website		2016-08-18 @ 02:32 pm	2016-08-18 @ 09:08 pm	closed	Med	< 1 day
3736	jbelknap@ci.alamosa.co.us	campus community calendar		2016-08-19 @ 09:12 am	2016-08-22 @ 08:17 am	closed	Med	2 days
3737	lmontano@ci.alamosa.co.us	channel 191	pcll42	2016-08-19 @ 09:21 am	2016-08-22 @ 08:16 am	closed	Med	2 days
3738	wmarquez@ci.alamosa.co.us	Travel Laptop	md9	2016-08-19 @ 10:33 am	2016-08-24 @ 03:46 pm	closed	Med	5 days
3739	jegbert@ci.alamosa.co.us	need ID, network access, and email for new Water/Wastewater Tech Timothy Summers	mdl8	2016-08-19 @ 04:22 pm		open	Med	15 days
3740	bpichon@ci.alamosa.co.us	Body Cam Uploads	pcll98	2016-08-21 @ 12:12 am	2016-08-22 @ 08:15 am	closed	Med	1 day
3741	igarcia@ci.alamosa.co.us	body cam	pcll99	2016-08-21 @ 04:01 am	2016-08-22 @ 11:34 am	closed	Med	1 day
3742	bjudith58@yahoo.com	Wifi Down		2016-08-21 @ 04:06 pm	2016-08-22 @ 10:58 am	closed	Med	< 1 day
3743	rstrand@ci.alamosa.co.us	Wireless ticket machine in library	md9	2016-08-22 @ 08:23 am	2016-08-23 @ 02:08 pm	closed	Med	1 day
3743	rstrand@ci.alamosa.co.us	Wireless ticket machine in library	pcll65	2016-08-22 @ 08:23 am	2016-08-23 @ 02:08 pm	closed	Med	1 day
3744	arice@ci.alamosa.co.us	CH 10 Update	md9	2016-08-22 @ 11:13 am	2016-08-22 @ 11:35 am	closed	Med	< 1 day
3745	rsmith@ci.alamosa.co.us	phone Id	pcll75	2016-08-22 @ 02:42 pm	2016-08-23 @ 02:45 pm	closed	Med	1 day
3746	hmartinez@ci.alamosa.co.us	Allow Access		2016-08-22 @ 02:47 pm	2016-08-23 @ 02:49 pm	closed	Med	1 day
3747	jscott@ci.alamosa.co.us	Planning Commission agenda for posting	pcll76	2016-08-22 @ 03:04 pm	2016-08-22 @ 03:45 pm	closed	Med	< 1 day

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3748	bgallegos@ci.alamosa.co.us	Internet Down at Solid Waste		2016-08-22 @ 03:18 pm	2016-08-22 @ 03:20 pm	closed	Med	< 1 day
3749	bgallegos@ci.alamosa.co.us	Internet Down at Solid Waste		2016-08-22 @ 03:19 pm	2016-08-23 @ 10:22 am	closed	Med	< 1 day
3750	jegbert@ci.alamosa.co.us	add attached documents to intranet	mdl8	2016-08-22 @ 04:41 pm	2016-08-23 @ 08:36 am	closed	Med	< 1 day
3751	jscott@ci.alamosa.co.us	planning commission minutes for posting	pcll76	2016-08-23 @ 10:29 am	2016-08-23 @ 03:30 pm	closed	Med	< 1 day
3752	mdavidson@ci.alamosa.co.us	Computer not working	pcll99	2016-08-23 @ 01:35 pm	2016-08-23 @ 02:59 pm	closed	Med	< 1 day
3753	dalderton@ci.alamosa.co.us	mdt	staffd-6	2016-08-24 @ 01:21 am	2016-08-24 @ 03:06 pm	closed	Med	< 1 day
3754	jrcoulson@ci.alamosa.co.us	MVR	staffd-7	2016-08-24 @ 01:22 am	2016-08-31 @ 11:13 am	closed	Med	7 days
3755	jscott@ci.alamosa.co.us	PC/ZBA meeting	pcll76	2016-08-24 @ 08:13 am	2016-08-25 @ 08:04 am	closed	Med	< 1 day
3756	nvaldez@ci.alamosa.co.us	Printer in office	mdl6	2016-08-24 @ 03:34 pm	2016-08-24 @ 04:21 pm	closed	Med	< 1 day
3757	hreynolds@ci.alamosa.co.us	having problems with phone	vpn	2016-08-24 @ 04:30 pm	2016-08-25 @ 08:04 am	closed	Med	< 1 day
3758	lmontano@ci.alamosa.co.us	FileZilla	pcll42	2016-08-25 @ 09:13 am	2016-08-26 @ 08:11 am	closed	Med	< 1 day
3759	jscott@ci.alamosa.co.us	pulverisor internet/copier	pcll76	2016-08-25 @ 02:07 pm	2016-08-26 @ 08:01 am	closed	Med	< 1 day
3760	nvaldez@ci.alamosa.co.us	Fleet Internet	mdl6	2016-08-25 @ 02:46 pm	2016-08-26 @ 08:01 am	closed	Med	< 1 day
3761	jscott@ci.alamosa.co.us	printer at pulverior	pcll76	2016-08-26 @ 09:07 am	2016-08-29 @ 11:47 am	closed	Med	3 days
3762	jbelknap@ci.alamosa.co.us	ASU community calendar		2016-08-26 @ 10:22 am	2016-08-29 @ 08:15 am	closed	Med	2 days
3763	jrussell@ci.alamosa.co.us	VuVault on desktop/car camera	pcl098	2016-08-26 @ 02:49 pm	2016-08-29 @ 10:58 am	closed	Med	2 days
3764	jwebb@ci.alamosa.co.us	Friday updates	pcll32	2016-08-27 @ 01:25 pm	2016-08-29 @ 08:34 am	closed	Med	1 day

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
3765	jbelknap@ci.alamosa.co.us	HelpDesk Ticket error / MDT issue		2016-08-28 @ 01:38 pm	2016-08-29 @ 10:55 am	closed	Med	< 1 day
3766	wharrison@ci.alamosa.co.us	Reset Router for Wi-Fi	md9	2016-08-29 @ 01:15 pm	2016-08-29 @ 01:23 pm	closed	Med	< 1 day
3767	amckinley@ci.alamosa.co.us	Give me access to Cecilia's drive please	mdl8	2016-08-30 @ 08:08 am	2016-08-30 @ 08:18 am	closed	Med	< 1 day
3768	arice@ci.alamosa.co.us	Rec Center Intercom/Music System	citycouncil-3	2016-08-30 @ 08:20 am		open	Med	5 days
3769	jbelknap@ci.alamosa.co.us	First Street RFP		2016-08-30 @ 11:48 am	2016-08-30 @ 02:05 pm	closed	Med	< 1 day
3770	arendon@ci.alamosa.co.us	IT ASSISTANCE	pcll99	2016-08-30 @ 02:22 pm		open	Med	4 days
3771	jegbert@ci.alamosa.co.us	formatting is strange when trying to print the body of an email message	mdl8	2016-08-30 @ 02:43 pm	2016-08-31 @ 11:11 am	closed	Med	< 1 day
3772	rstrand@ci.alamosa.co.us	Hi res photo of theft from DWS system		2016-08-30 @ 03:37 pm		open	Med	4 days
3773	nvaldez@ci.alamosa.co.us	Labor Day Trash Schedule		2016-08-30 @ 03:58 pm	2016-08-31 @ 09:55 am	closed	Med	< 1 day

Alert and Event History

Report Description:

Show virus/spyware alerts, adware or PUA alerts, suspicious behavior alerts, application control events, firewall events, device control events, data control events with a name like "*" detected between 8/1/2016 12:00 AM and 8/31/2016 8:10 AM on all computers sorted by name.

Total items detected on your networked computers

Viruses/spyware	1
Adware/PUA	0
Suspicious files/behavior	0
Application control	0
Blocked by firewall	0
Device control	0
Data control	0

Details of Viruses/spyware detected on your networked computers

Time and date of the alert or event	Item Name	Computer	Group	Action Taken
8/18/2016 12:10:44PM	Energy	PC1180	Global Group\CompWorkstation	Block

Total	1
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From: 2016-08-01 00:00:00

To: 2016-08-31 23:59:00

Inbound Traffic

Day	Rate Controlled	Blocked: Bad Recipient	Blocked: Spam	Blocked: Virus	Quarantined	Allowed: Tagged	Allowed	Total Received
2016-08-01	0	0	1210	68	0	0	1136	2414
2016-08-02	0	0	1185	63	0	0	1026	2274
2016-08-03	0	0	1393	29	0	0	909	2331
2016-08-04	0	0	1115	45	0	0	977	2137
2016-08-05	0	0	806	44	0	0	711	1561
2016-08-06	0	0	562	0	0	0	164	726
2016-08-07	0	0	677	1	0	0	170	848
2016-08-08	0	0	1229	57	0	0	859	2145
2016-08-09	0	0	923	4	0	0	1043	1970
2016-08-10	3	0	743	4	0	0	1108	1858
2016-08-11	0	0	784	3	0	0	993	1780
2016-08-12	0	0	841	3	0	0	751	1595
2016-08-13	0	0	491	2	0	0	158	651
2016-08-14	0	0	961	3	0	0	151	1115
2016-08-15	0	0	860	4	0	0	967	1831
2016-08-16	0	0	846	30	0	0	1031	1907
2016-08-17	0	0	986	22	0	0	1180	2188
2016-08-18	0	0	1721	96	0	0	979	2796
2016-08-19	0	0	895	1	0	0	769	1665
2016-08-20	0	0	538	1	0	0	181	720
2016-08-21	0	0	553	1	0	0	187	741
2016-08-22	0	0	953	16	0	0	925	1894
2016-08-23	0	0	1386	62	0	0	1238	2686
2016-08-24	0	0	1446	161	0	0	1012	2619
2016-08-25	0	0	1041	46	0	0	998	2085
2016-08-26	0	0	2593	481	0	0	819	3893
2016-08-27	0	0	933	11	0	0	183	1127
2016-08-28	0	0	581	2	0	0	175	758
2016-08-29	0	0	1868	140	0	0	926	2934
2016-08-30	0	0	1986	16	0	0	1106	3108
2016-08-31	0	0	1610	1	0	0	1051	2662
Total	3	0	33716	1417	0	0	23883	59019

Outbound Traffic

Day	Rate Controlled	Blocked: Policy	Blocked: Spam	Blocked: Virus	Quarantined	Sent	Encrypted	Redirected	Authentication Failure	Total Received
2016-08-01	0	0	3	0	0	0	0	0	0	3
2016-08-02	0	0	5	0	0	0	0	0	0	5
2016-08-03	0	0	18	0	0	0	0	0	0	18
2016-08-04	0	0	10	0	0	0	0	0	0	10
2016-08-05	0	0	11	0	0	0	0	0	0	11
2016-08-06	0	0	4	0	0	0	0	0	0	4
2016-08-07	0	0	4	0	0	0	0	0	0	4
2016-08-08	0	0	4	0	0	0	0	0	0	4
2016-08-09	0	0	0	0	0	0	0	0	0	0
2016-08-10	0	0	3	0	0	0	0	0	0	3
2016-08-11	0	0	3	0	0	0	0	0	0	3
2016-08-12	0	0	7	0	0	0	0	0	0	7
2016-08-13	0	0	2	0	0	0	0	0	0	2
2016-08-14	0	0	8	0	0	0	0	0	0	8
2016-08-15	0	0	12	0	0	0	0	0	0	12
2016-08-16	0	0	13	0	0	0	0	0	0	13
2016-08-17	0	0	21	0	0	0	0	0	0	21
2016-08-18	0	0	26	0	0	0	0	0	0	26

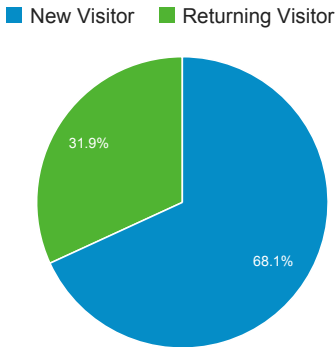
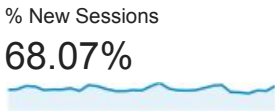
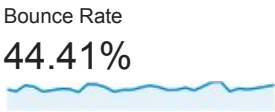
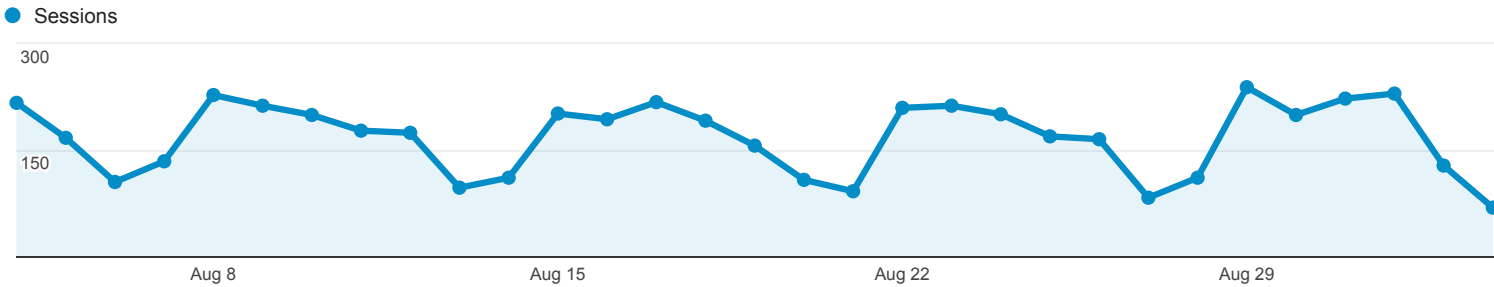
Day	Rate Controlled	Blocked: Policy	Blocked: Spam	Blocked: Virus	Quarantined	Sent	Encrypted	Redirected	Authentication Failure	Total Received
2016-08-19	0	0	18	0	0	0	0	0	0	18
2016-08-20	0	0	7	0	0	0	0	0	0	7
2016-08-21	0	0	9	0	0	0	0	0	0	9
2016-08-22	0	0	11	0	0	0	0	0	0	11
2016-08-23	0	0	18	0	0	0	0	0	0	18
2016-08-24	0	0	11	0	0	0	0	0	0	11
2016-08-25	0	0	3	0	0	0	0	0	0	3
2016-08-26	0	0	8	0	0	0	0	0	0	8
2016-08-27	0	0	15	0	0	0	0	0	0	15
2016-08-28	0	0	5	0	0	0	0	0	0	5
2016-08-29	0	0	9	0	0	0	0	0	0	9
2016-08-30	0	0	10	0	0	0	0	0	0	10
2016-08-31	0	0	3	0	0	0	0	0	0	3
Total	0	0	281	0	0	0	0	0	0	281

Audience Overview

Aug 4, 2016 - Sep 3, 2016

All Users
100.00% Sessions

Overview



Language		Sessions	% Sessions
1.	en-us	5,080	97.49%
2.	fr-fr	42	0.81%
3.	(not set)	19	0.36%
4.	en-gb	16	0.31%
5.	en	11	0.21%
6.	en-ca	6	0.12%
7.	fr	4	0.08%
8.	de	3	0.06%
9.	de-ch	3	0.06%
10.	es-es	3	0.06%



Device Activity Report

Report Generation Info				
Date Created:	9/4/2016 11:23 AM	Created By:	jbelknap	Machine Name: PC1156

	Total		Brakes		Lights		Record Button		Siren		Unknown trigger value 13		Untriggered		Vehicle Speed		VuLink		Wireless Microphone	
Total	1194	100%	185	15%	451	38%	113	9%	9	1%	18	2%	301	25%	58	5%	58	5%	1	0%

Device Name	Total		Brakes		Lights		Record Button		Siren		Unknown trigger value 13		Untriggered		Vehicle Speed		VuLink		Wireless Microphone	
Car Unit 10	140	12%	20	14%	83	59%	21	15%	0	0%	0	0%	0	0%	16	11%	0	0%	0	0%
Car Unit 3	75	6%	13	17%	23	31%	16	21%	0	0%	8	11%	0	0%	0	0%	15	20%	0	0%
Car Unit T1-12	70	6%	24	34%	44	63%	2	3%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
BC Unit 10	69	6%	0	0%	0	0%	0	0%	0	0%	0	0%	69	100%	0	0%	0	0%	0	0%
Car Unit 17	59	5%	20	34%	34	58%	3	5%	0	0%	0	0%	0	0%	0	0%	2	3%	0	0%
Car Unit 4	53	4%	9	17%	20	38%	17	32%	0	0%	2	4%	0	0%	2	4%	3	6%	0	0%
Car Unit 63	51	4%	17	33%	19	37%	6	12%	0	0%	0	0%	0	0%	0	0%	9	18%	0	0%
Car Unit T2-23	49	4%	9	18%	27	55%	3	6%	1	2%	0	0%	0	0%	7	14%	2	4%	0	0%
Car Unit 65	49	4%	0	0%	26	53%	5	10%	0	0%	0	0%	0	0%	0	0%	18	37%	0	0%
Car Unit 6	46	4%	12	26%	28	61%	2	4%	0	0%	0	0%	0	0%	3	7%	1	2%	0	0%
Car Unit 8	43	4%	9	21%	27	63%	1	2%	0	0%	0	0%	0	0%	5	12%	1	2%	0	0%
Car Unit 24	39	3%	13	33%	17	44%	1	3%	2	5%	0	0%	0	0%	3	8%	3	8%	0	0%
BC Unit 4	36	3%	0	0%	0	0%	0	0%	0	0%	0	0%	36	100%	0	0%	0	0%	0	0%
BC Unit 6	32	3%	0	0%	0	0%	0	0%	0	0%	0	0%	32	100%	0	0%	0	0%	0	0%
Car Unit 42	27	2%	3	11%	17	63%	1	4%	0	0%	0	0%	0	0%	4	15%	2	7%	0	0%
Car Unit 168	26	2%	10	38%	11	42%	0	0%	4	15%	0	0%	0	0%	1	4%	0	0%	0	0%
BC Unit 3	26	2%	0	0%	0	0%	0	0%	0	0%	0	0%	26	100%	0	0%	0	0%	0	0%
Car Unit 2	25	2%	0	0%	0	0%	19	76%	0	0%	0	0%	0	0%	6	24%	0	0%	0	0%
BC Unit 63	24	2%	0	0%	0	0%	0	0%	0	0%	0	0%	24	100%	0	0%	0	0%	0	0%
Car Unit 7	24	2%	5	21%	16	67%	2	8%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%
Car Unit 43	23	2%	4	17%	9	39%	0	0%	0	0%	8	35%	0	0%	1	4%	1	4%	0	0%
Car Unit 9	22	2%	6	27%	10	45%	5	23%	0	0%	0	0%	0	0%	0	0%	1	5%	0	0%
BC Unit T2-23	21	2%	0	0%	0	0%	0	0%	0	0%	0	0%	21	100%	0	0%	0	0%	0	0%
BC Unit T1-12	20	2%	0	0%	0	0%	0	0%	0	0%	0	0%	20	100%	0	0%	0	0%	0	0%
Car Unit T1-14	18	2%	2	11%	8	44%	8	44%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
BC Unit 24	13	1%	0	0%	0	0%	0	0%	0	0%	0	0%	13	100%	0	0%	0	0%	0	0%
BC Unit 9	11	1%	0	0%	0	0%	0	0%	0	0%	0	0%	11	100%	0	0%	0	0%	0	0%
Car Unit 67	11	1%	2	18%	5	45%	0	0%	0	0%	0	0%	0	0%	4	36%	0	0%	0	0%
BC Unit 8	10	1%	0	0%	0	0%	0	0%	0	0%	0	0%	10	100%	0	0%	0	0%	0	0%
Car Unit T1-13	10	1%	3	30%	6	60%	0	0%	1	10%	0	0%	0	0%	0	0%	0	0%	0	0%
Car Unit 16	10	1%	0	0%	6	60%	1	10%	0	0%	0	0%	0	0%	2	20%	0	0%	1	10%
Car Unit 11	10	1%	2	20%	7	70%	0	0%	0	0%	0	0%	0	0%	1	10%	0	0%	0	0%
BC Unit T1-14	9	1%	0	0%	0	0%	0	0%	0	0%	0	0%	9	100%	0	0%	0	0%	0	0%

Device Name	Total		Brakes		Lights		Record Button		Siren		Unknown trigger value 13		Untriggered		Vehicle Speed		VuLink		Wireless Microphone	
Car Unit 5	9	1%	1	11%	5	56%	0	0%	1	11%	0	0%	0	0%	2	22%	0	0%	0	0%
BC Unit 17	9	1%	0	0%	0	0%	0	0%	0	0%	0	0%	9	100%	0	0%	0	0%	0	0%
Interview West	7	1%	0	0%	0	0%	0	0%	0	0%	0	0%	7	100%	0	0%	0	0%	0	0%
[INACTIVE] BC Unit 3	6	1%	0	0%	0	0%	0	0%	0	0%	0	0%	6	100%	0	0%	0	0%	0	0%
BC Unit 11	5	0%	0	0%	0	0%	0	0%	0	0%	0	0%	5	100%	0	0%	0	0%	0	0%
Car Unit T2-20	4	0%	1	25%	3	75%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Interview East	2	0%	0	0%	0	0%	0	0%	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
BC Unit 2	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%

**City Clerk/Municipal Court
Monthly Report
August 2016**

Prepared and distributed 11 birthday cards.

Liquor Licensing:

- Renewals processed:
 - o Cattails Golf Course
 - o Rubi Slipper
 - o Knights of Columbus
 - o City Market
 - o Bank Shot
 - o El Charro Café
 - o Terry's Liquor

Municipal Court:

- Met with City Manager, City Attorney, City Prosecutor, and Police Chief regarding jail issues.
- Met with City Manager, Police Chief, IT Director regarding E-Citations.
- Met with Julie Zaragoza regarding RMOMS referrals.

Training:

- Attended CAMCA Conference

Other:

- Attended weekly meetings with Mayor and City Manager.
- Attended weekly Leadership Team meetings.
- Attended work sessions, special and regular Council meetings.

CITY OF ALAMOSA

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Report For August 1, 2016 Thru August 31, 2016 FILEDST

Violations by Filed Date...

CITY ORDINANCE	41	
PARKING	10	
TRAFFIC	69	
Total Filed Violations		120

Completed Cases...

Paid Fine...

CITY ORDINANCE	9	
PARKING	10	
TRAFFIC	92	
Total Paid Fines		111

Before Judge...

CITY ORDINANCE	15	
PARKING	0	
TRAFFIC	6	
Total Before Judge		21

Total Completed		132
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Other Completed...

DISMISSED AFTER DEFERRED

CITY ORDINANCE	3	
PARKING	0	
TRAFFIC	2	
Total		5

DISMISSED/PRESENTED INSURANCE

CITY ORDINANCE	0	
PARKING	0	
TRAFFIC	5	
Total		5

DISMISSED BY JUDGE

CITY ORDINANCE	4	
PARKING	1	
TRAFFIC	0	
Total		5

COMPLIANCE DISMISSAL

CITY ORDINANCE	0	
PARKING	1	
TRAFFIC	0	
Total		1

Total Other Completed		16
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CITY OF ALAMOSA

Page: 2

Report For August 1, 2016 Thru August 31, 2016 FILEDST

Grand Total Completed 148

Net Difference Filed/Complete 28-

Warrants...

Issued...

CITY ORDINANCE	34	
PARKING	0	
TRAFFIC	1	
Total Violations		35
Total Warrants Issued		35

Cleared...

CITY ORDINANCE	39	
PARKING	0	
TRAFFIC	3	
Total Violations		42
Total Warrants Cleared		42

Change in Total Warrants 7-

Other Paid Cases...

Paid Fine...

Total Other Paid Fines 83

FINE FINE	\$16,807.12
TP SERVICE CHARGE	\$392.04
LATE LATE FEE	\$293.62
VA VICTIMS ASSISTANCE	\$535.83
CCOST COURT COSTS	\$1,631.22
WF WARRANT FEE	\$475.77
DEFER DEFERRED FEE	\$327.82
DFLT DFLT JUDGMENT	\$120.00
REST RESTITUTION	\$978.00
BF BOND FORFEITURE	\$500.00

Total Fees/Fines Paid \$22,061.42

HUMAN RESOURCES MONTHLY REPORT

August 2016

New Employees:

Paul Pena	Fleet Mechanic	Public Works - Fleet
Brooke Decker*	Cashier	Recreation
Dominic Khoketkham	Police Officer	Police Department
Amy McKinley	HR Manager	City Manager
Lindsay Davis*	Sports Official	Recreation

*Transition to different position

Exiting Employees:

Augustus Forrest	Seasonal Maintenance Worker	Parks
Savannah Smith	Seasonal Maintenance Worker	Parks
Mallory Grimsrud	Seasonal Maintenance Worker	Parks
Dayton Shaw	Sports Official	Recreation
Mikaela Hoelsken-MacDonald	Sports Official	Recreation
Ryan Orr	Sports Official	Recreation
Shaheed Young	Sports Official	Recreation
Kaycie Akers	Sports Official	Recreation
Benjamin Evans	Sports Official	Recreation
Nathan Wiggins	Sports Official	Recreation
Kevin Gutierrez	Seasonal Maintenance Worker	Parks

Workers Compensation:

New filings: 0

Open claims: 4

Alamosa Police Department

August 2016 Month End Report

Part 1 Crime Category	Jun-16	Jul-16	Aug-16	Aug-15	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	0	0	0
Sexual Assaults	2	2	1	0	1	10
Robbery	0	1	0	0	0	11
Aggravated Assault	5	4	2	0	2	20
Total Violent Crimes	7	7	3	0	3	41
Part 1 Property Crimes						
Burglary	11	6	7	5	2	60
Larceny	48	34	42	75	-33	378
Vehicle Theft	1	3	0	1	-1	13
Total Property Crimes	60	43	49	81	-32	451
Total Part 1 Crimes	67	50	52	81	-29	492
Miscellaneous Offenses						
Domestic Violence	8	4	4	5	-1	46
Simple Assault	2	1	1	5	-4	36
Drug Related	13	11	14	11	3	75
Liquor Laws	4	3	6	5	1	26
Harassment	12	9	12	17	-5	75
DUI/DWAI/DUID	6	7	9	7	2	60
Arson	1	1	0	0	0	3
Traffic Related						
Traffic Accidents	29	38	45	42	3	251
Fatal	0	0	0	0	0	0
Injury	3	2	15	5	10	39
Property Damage	26	36	30	37	-7	213
Community Service Ofc						
Dogs picked up	11	14	10	19	-9	107
Animal Bites	2	1	4	2	2	21
Barking Dog Complaints	6	3	7	2	5	31
Wildlife Calls	15	19	24	11	13	93
Weed/Trash Removal	111	55	19	30	-11	246
Snow Removal	0	0	0	0	0	1
Junk Vehicles	0	0	0	3	-3	1
Abandoned Vehicles	4	3	1	3	-2	31
Summons Issued	8	8	9	5	4	163
Calls for Service	180	174	196	85	111	1378

Submitted by: Duane Oakes, Chief of Police



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>August</u>	<u>Total 2016</u>	<u>Total 2015</u>
Graves opened & closed	8	51	37
Graves set up services	8	51	37
Graves raised to grade	11	45	57
Cemetery single spaces sold	6	39	31
Stones leveled	1	4	41
Columbarium Niches sold	0	0	0
Disinterment	0	0	0

- **Tree Related Activities**

	<u>August</u>	<u>Total 2016</u>	<u>Total 2015</u>
Trees Pruned/Trimmed	15	82	97
Tress Planted	14	35	29
Trees Moved	1	13	15
Dead Trees Removed	0	0	0

- **Park Activities**

- Worked accomplished:

- Parks
 - Routine Work: Daily trash pickup of parks, cemetery, fair grounds, ball fields and city hall
 - Weekly check and maintenance of play equipment
 - Wash off tennis courts and concrete on picnic shelters
 - Repair split rail fences and paint wooden park signs
 - Plant 13 trees, put wire mesh and wood chips around trees, and water trees and flowers
 - Haul off grass clippings
- Blanca Vista
 - Mow park
- Cole
 - Aerate and fertilize
 - Set up and take down stages
- Carroll
 - Put fabric and sand in new volleyball court
 - Put together new benches and mount at tennis courts
 - Repair irrigation leak
- Disk Golf Course
 - Mow entrance way
- Fairgrounds
 - Mow, level dirt mounds, and fill holes on fairgrounds
- Lee Fields
 - Paint car stops at ball fields
 - Measure out, mark, and line flag football field
- Sunset
 - Add more walk-in gates and remove section of fence and posts for road construction

- Other
 - Funerals and grave digging, locates for public and stone setters, and work on cemetery records
 - Plant tree at cemetery and raise graves
 - Take equipment in for repairs
 - Put up and take down banners
 - Mow Hwy 17, Hwy 160, top of Jackson's Ditch, near Centennial pond, and river dike by college
 - Weld and repair bracket on flail mower and replaced belt

RECREATION

Youth Special Events

- The NFL **Punt, Pass, and Kick** competition will be Monday, September 26th at Cole Park at 5:30pm. The event is a free skills competition for youth age 6-15 with regional advancement opportunities for local event winners.
- **High Altitude Challenge Kids' Fun Run**
 - Race Days/Dates: All Tuesdays Time: 4:30PM
 - #1 - Sept 20, #2 - Sept 27, & #3 - Oct 4
 - Ages 13 & under
 - Cost: FREE!! Rec Center
 - Complete all 3 races, earn a t-shirt!

Youth Programs - Rocketry

Beginner:

- Build a rocket from the bottom up and launch it! This class is an entry level model rocket program for parents and kids. This class is co-sponsored by Big Valley Hobby Town and the San Luis Valley Rocketeers.
- Participants will:
 - Learn the model rocketry code
 - Learn how a rocket launches, operates and flies
 - Construct a model rocket including sanding, gluing and painting
 - Learn to calculate altitude
 - Launch and recover their own rocket
- Rocket supplies are included in the class fee of \$20. Participants will need to bring a small collection of supplies such as tape, scissors, etc. Ages 6 - 8 must be accompanied by an adult.
- Launch day is Saturday, October 22nd at 9am at the new SLV Rocketeers range.
- Directions to the Rocketry Range:
 - From Alamosa, travel West on Main Street / HWY 160 to Craft Drive.
 - Turn Left on Craft Drive and proceed south to Co-Op Road / County Road 8.
 - Turn Right on Co-Op Road / County Road 8. Travel West 1.8 miles to County Road 106 S.
 - Turn left on 106 S and travel .2 miles to the entry gate for the Russell Rocketry Range, on the left.
 - Enter through the gate (only when open - do not enter if closed....) and follow the dirt road into the site to the far rim of the gravel pit.
- Ages 7 - 8 must be accompanied by an adult.
- Where: AFRC
- When: October 10, 12, and 14 @ 6:30 pm

Experienced:

- This class is a more advanced model rocketry class for kids who have taken the beginner class. This class is co-sponsored by Big Valley Hobby Town and the San Luis Valley Rocketeers. The experienced class will meet on Tuesday and Thursday evenings for two weeks before the Saturday launch.
- Participants will:
 - Learn the model rocketry code
 - Learn how a rocket launches, operates and flies
 - Construct a model rocket including sanding, gluing and painting

- Learn to calculate altitude
- Launch and recover their own rocket
 - Rocket supplies are included in the class fee of \$25. Participants will need to bring a small collection of supplies such as tape, scissors, etc.
 - Launch day is Saturday, October 22nd at 9am at the SLV Rocketeers Range.
 - Directions to the Rocketry Range:
 - From Alamosa, travel West on Main Street / HWY 160 to Craft Drive.
 - Turn Left on Craft Drive and proceed south to Co-Op Road / County Road 8.
 - Turn Right on Co-Op Road / County Road 8. Travel West 1.8 miles to County Road 106 S.
 - Turn left on 106 S and travel .2 miles to the entry gate for the Rocketry Range, on the left.
 - Enter through the gate (only when open - do not enter if closed....) and follow the dirt road into the site to the far rim of the gravel pit.
 - Where: AFRC
 - When: October 11, 13, 18, and 20 @ 6:30 pm

High Power (HPR-1)

- High Power Rocketry Level 1 is again being offered as an Alamosa Family Recreation Center Activity in conjunction with Big Valley HobbyTown and the SLV Rocketeers.
- This is a small group activity of six attendees only.
- What is HPR-1?
 - "HPR Level 1 Certification allows the rocketeer to purchase and use H and I impulse class motors, both solid and hybrid. In addition, certain F and G motors also require Level 1 certification for purchase and use, including hybrid motors, motors designed to emit sparks, and motors that exceed 80 Newtons average thrust, contain 125 or more grams of propellant, or are in rockets weighing more than 1500 grams."
 - Course Fee: \$125
 - Where: Big Valley Hobby Town
 - When: October 4, 6, 11, 13, 18, and 20 @ 7:00 pm

Adult Sports

Men's Basketball

- Team Fee: \$275
- Team Registration: Sept 6 - 27
- Player Fee: \$30
- Player Registration: Sept 6 - mid-Jan
- Min. 12 season games + Tourney
- Drop-In Basketball: Oct 3 - 6
- Season dates: Oct 12 - early Feb

Upcoming Events

- **Alamosa Farmers Market**
 - You can visit the Market every Saturday during the months of July through October. At the Alamosa Farmers' Market you can find fresh, local and regional produce, baked goods, crafts, cooking demos, live music, kids activities, and cultural events. Come out and support local food and local growth by visiting the Alamosa Farmers' Market.
 - Location: 6th and State Ave
 - Website: www.alamosafarmersmarket.org
 - Contact: Mandy Pittman
 - Phone: 719-480-4365
 - Email: alamosafarmersmarket@gmail.com
- **The Race of the Century - Cole Park (September 20)**
 - The Race of the Century is a coast-to-coast antique motorcycle and automobile endurance run that will travel from New Jersey to California over 16 days in September, 2016. All of the motorcycles and automobiles entered

are at least 100 years old, hence the name, The Race of the Century. A full field of 100 model-year 1916 and older motorcycles and up to 20 model-year 1916 and older automobiles will be entered in the race.

- Website: motorcyclecannonball.com
- Contact: Jamie Greeman
- Phone: 719-589-9385
- Email: director@alamosa.org

- **2nd Annual Chalk-a-Walk - Alamosa Depot @ 610 Main (September 24)**

- This event is Chalk Full of Family Fun! Artists can team up or go it alone to create Sidewalk Art at the Depot on the Corner of Main and State! With three categories this event welcomes talent of ALL levels!
- Join in activities like making your own chalk, or decorating cookies this really is fun for all ages!
- Registration will take place from 9:00am to 2:00pm with an awards ceremony at 3:00pm.
- Website: alamosa.org/chalk
- Contact: Elizabeth Sumner
- Phone: 719-589-9386
- Email: events@alamosa.org

- **13th Annual Stephanie L. Miner 5k Walk - Cole Park (September 24)**

- The Stephanie L Miner 5K Walk for the SLVH Foundation kickoff at 9:00 a.m. Mark your calendars, form a team and share your energy at the 13th annual Stephanie L. Miner 5k walk and run.
- Join us as we walk, jog, and run to celebrated survivors, and support those who are facing cancer and remember those whom we have lost.
- 100% of the funds raised from the Stephanie L. Miner walk will stay local, helping SLV Health's efforts in providing screening, treatment and support for those dealing with all types of cancer.
- After the race, the family of Stephanie L. Miner and friends invite you to enjoy a free potato bar.
- Website: sanluisvalleyhealth.org
- Contact: Kelly Gurule
- Phone: 719-587-5707
- Email: gurulek@slvrhc.org

- **2nd Annual 12 Hours of Penitence @ Penitente Canyon (October 8)**

- 12 hour mountain bike race benefiting the Volunteers for Outdoor Colorado
- Solo, duo, and three-person teams
- Camping available on site
- Website: 12hoursofpenitence.com
- Email: 12HoursofPenitence@gmail.com

Rec Center Summer Hours

Monday – Thursday: 6am – 10pm

Friday: 6am – 6pm

Saturday: 7am – 3pm

Sunday: CLOSED

Upcoming Rec Center/Library Closures

- **Veterans Day** (November 11)

Rec Center Revenue

	August	July	June	May	April
Courses	\$8,005.00	\$3,895.00	\$4,651.00	22,352.50	8,284.00
Facility Rentals	\$759.50	\$2,572.20	\$1,394.70	1,537.00	2,179.00
Membership	\$5,807.56	\$5,355.70	\$7,590.68	6,071.96	5,416.77
Merchandise	\$10,638.80	\$4,818.22	<u>\$8,947.30</u>	<u>3,596.50</u>	<u>14,392.70</u>
	\$25,210.86	\$16,641.12	\$22,583.68	33,557.96	30,272.47

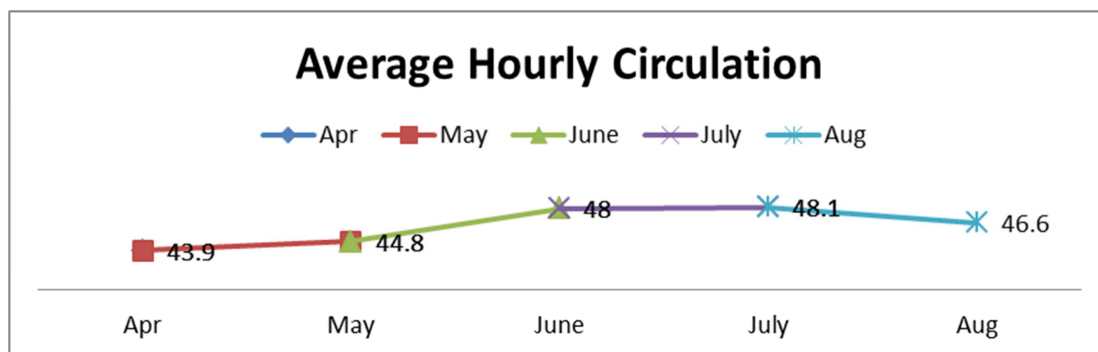
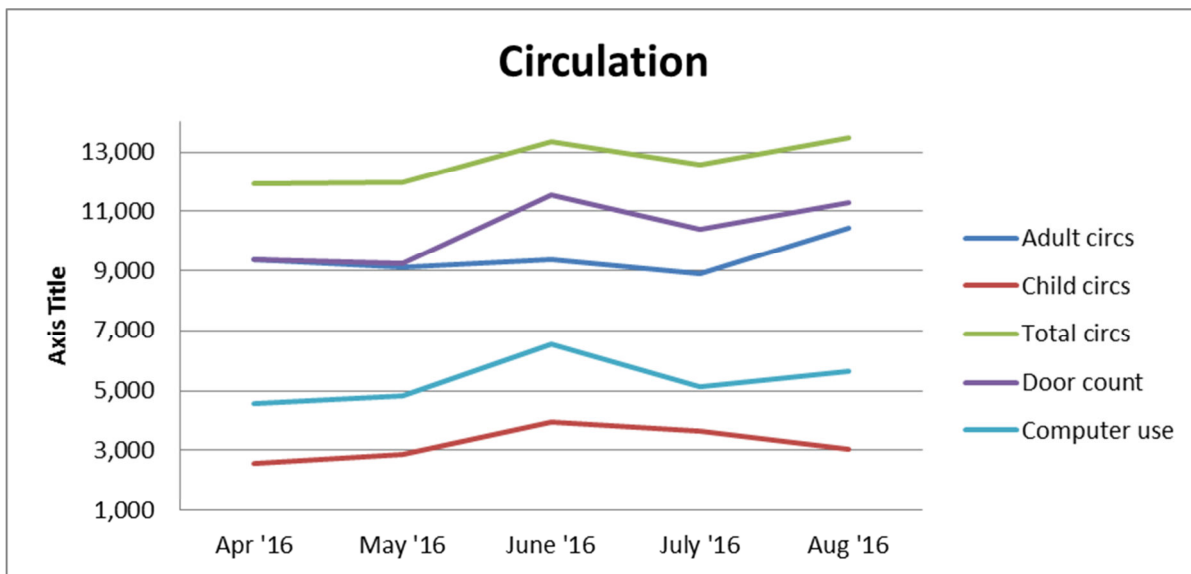
Rec Center Door Count

January 2015	10,311	January 2016	18,048
February 2015	10,315	February 2016	24,453
March 2015	10,970	March 2016	11,180
April 2015	9,912	April 2016	8,976
May 2015	7,866	May 2016	7,535
June 2015	7,744	June 2016	7,542
July 2015	7,108	July 2016	6,789
August 2015	5,442	August 2016	6,572
September 2015	6,078		
October 2015	8,686		
November 2015	10,391		
December 2015	<u>11,133</u>		
	105,956		91,095
Average per Month:	8,830	Average per Month:	11,387

Library Manager Report – August 2016**Library Stats**

Website Counter					
	August	July	June	May	Apr
Page Loads	1,792	1,880	2,373	2,359	2,003
Sessions	1,027	1,240	1,318	1,305	1,117
1st Time Visitors	418	459	518	519	491
Returning Visitors	304	376	391	377	328

MONTHLY	STATISTICS	SUMMARY			
	Aug '16	July '16	June '16	May '16	Apr '16
Adult Cirs	10,417	8,905	9,379	9,115	9,368
Child Cirs	3,055	3,652	3,954	2,852	2,575
Total Cirs	13,472	12,557	13,333	11,967	11,943
Hours Open	289	261	278	267	272
Cirs per hour	46.6	48.1	48.0	44.8	43.9
CLC Cirs	2,741	2,679	2,670	2,587	2,612
Door Count	11,287	10,388	11,553	9,250	9,354
Computer Use	5,652	5,148	6,528	4,846	4,593
3M e-books	202	193	255	209	197
TumbleBooks	12	44	21	34	48
FindIT CO Queries	131	284	584	214	321



Collection Development:

Staff added 611 new materials to the library collection: 409 books, 49 magazines, 36 audiobooks, 1 music CD, and 116 DVDs. This process includes purchasing, cataloging, and material processing. 333 materials were discarded. 242 of these are items weeded through inventory – materials outdated, damaged or not used since 2012.

Staff announcements.

Volunteers: Patty Campbell spent 9 hours with us. Judy Mondragon from SER Seniors Inc. worked 128.5 hours in August.

Colorado State Library Grant: has been announced for 2016-2017. \$4,500 in grant funds has been allocated for our library.

Community Involvement

- 
 Movie Night: “Zootopia ” was shown August 12th with 20 attendees.
- 
 The local Fiber group met in the Story Room. The group knits, weaves, spins, and crafts all things fiber. They share and teach each other new techniques and ideas. The next meeting will be September 14th. We welcome anyone interested in any type of fiber arts.



- The Historic Preservation Advisory Committee meets the second Tuesday each month in the Local History Room.
- People First had their meeting in our Local History room. 8 members attended.



- San Luis Valley Origami workshop was August 20 with 8 participants. Next workshop will be September 10, 2016.



- August 31st, essential oils workshop. This workshop was “Back to School with essential Oils”.



LITTLE FREE LIBRARY.org®
TAKE A BOOK • RETURN A BOOK

- Food Bank – WCC added 50 books; La Puente – FOL (Friends of the Library) refilled with 65 books; Zapata Park – Jan Oen & Don Thompson refilled with 50 books; Senior Center – KREBS changed out 5 of the large print books.

The Little Free Library in Cole Park was filled 2x with a total of 60 books.



Friends of Alamosa Public Library

- The Friends are collecting donations for the upcoming book sales. The August 6th book sale profited \$498. The next sale will be September 2 & 3rd, 2016 during Early Iron weekend.
- Literary Magazine – Local authors have sent in 119 submissions to our “Messages from the Hidden Lake” 8th edition.



Join Us Every Friday **STARTING SEPT. 2nd**
 Babies/Toddlers 9:30 am Preschoolers 11 am



Children's Services Monthly Report

August, 2016



AUGUST OVERVIEW: As usual, we had no programming for August. Generally, we use that time to wrap up summer reading and clean up the Story Room as well as prep for the coming months. Some of that was accomplished despite my week long hospital stay with digestive illness. I greatly appreciate Salai's support in taking off the time I needed to take off in order to heal. Judith was a great help to me with the Storybox delivery, I appreciated the support as I was still in recovery. We did not change our Featured Author displays this month.

- ✓ **Partnerships** – The Cub Scouts held their Day Camp in Cole Park on the 8th and 9th and the Library was a station for their activities. I had planned an expanded activity to do for this, but then I fell ill. A volunteer worked with Salai to be sure the station could still take place for the camp. My understanding is that they had about 20 boys who cycled through on the two days total.

- ✓ **Special Interest Display** – I expanded the previous display of “Exercise Your Mind: Read” to include many other books in our collection, not just under-circulated ones. I removed the juggling poster and books and Greta helped to put other books from our collection in the various topic areas.



Becky Steenburg
Children's Librarian

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Award of Bid, 2016 Craft Water Tower Recoating

Recommended Action:

That Council award the bid for the 2016 Craft Water Tower Recoating to Maguire Iron, Inc. of Sioux Falls, South Dakota in the amount of \$159,300 (one hundred fifty nine thousand three hundred dollars) as the lowest responsible and responsive bidder.

Background:

The Craft Water Tower, built in 1984, is in need of interior and exterior paint to prevent the growth and expansion of existing corrosion and paint flaking issues on both the wet and dry surfaces inside the tank and to address corrosion and oxidation issues on the exterior of the tank. In addition to the recoating of the tank, vents will be installed to prevent significant condensation in the non-immersion portion of the interior of the tank which has accelerated corrosion issues that have been, and continue to be a cause of increased maintenance and expense.

In 2009, a State mandated inspection clearly identified that both the interior and exterior of the water tower needed repainting in order to prevent the expansion of existing corrosion and paint flaking. Initial cost estimates were made and the project was scheduled for the near future. Unfortunately, an unexpected decline in the performance of the water treatment plant prevented us from being able to remove the water tower from operation and still maintain sufficient water storage to guarantee adequate potable water delivery and store sufficient water to meet any necessary fire flow needs. The decline in performance at the water treatment plant was investigated and the solution has now been in place for two years. With the volume capacity back up to expected levels, the City can now take the tower off-line to perform the much needed painting. The painting is very specialized and not only protects the water tower's structural integrity, but it also provides the necessary lining to meet health and environmental standards for the City's drinking water. Another issue that will be addressed with this project is the mitigation of any lead based coatings that may have been applied when the tank was constructed. In 1984, it was not uncommon for tanks to be coated with lead based paint, the flaking identified during our most recent sanitary inspection has elevated this concern.

Staff released a request for quotations and received bids from six different companies, those results are listed below for your review and consideration:



Based on inconsistencies in cost research and a tight project budget, the bidders were asked for a base bid and an alternate bid. The alternate bid is for a different paint system that will eliminate the need for an intermediate coat between the prime and final that will reduce the required cure time from 14 days to 3-4 days. Based on the fact that, by design, the tank will be offline during our period of lowest water demand, staff doesn't feel that the faster cure time justifies the additional expense.

Issue Before the Council:

Does Council wish to award the bid to Maguire Iron, Inc. of Sioux Falls, South Dakota as the lowest responsible and responsive bidder?

Alternatives:

Council may award the bid to the lowest bidder, award the bid to one of the other bidders, or reject all bids and provide staff further direction.

Fiscal Impact:

This bid returned favorably when one considers the \$200,000 budgeted for the project. We will absorb more cost than the painting bid for continued consulting engineering and inspection services because of the specialized nature of the project but should still realize a significant savings. Staff has also applied for a DOLA Mineral Impact Grant to help pay for this phase of the project as well as the exterior painting that is planned for next summer.

Legal Opinion:

The City Attorney will be present for comment.

Conclusion:

The scope of this project is to paint both the immersion and dry sides of the interior of the water tower in order to meet all state and federal regulations and maximize the sustainability of this portion of the City's infrastructure for the foreseeable future with the installation of vents designed to help alleviate some of the significant condensation issues that continue to degrade portions of the inside of the tank.

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

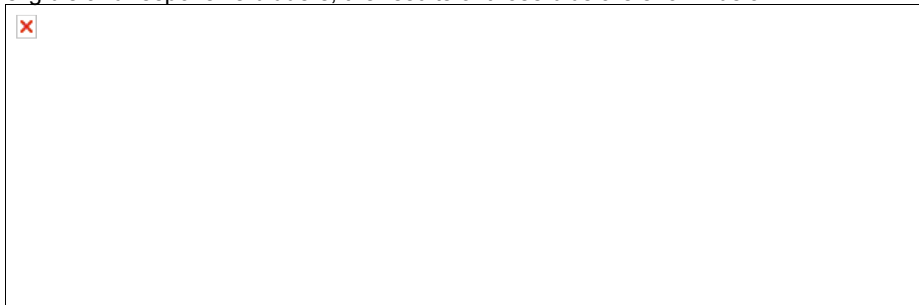
Award of Bid, Architectural services for the coordination of design data and the completion of construction plan sets for a proposed municipal ice rink/multi-use pavilion.

Recommended Action:

That Council award the bid for the 2016 Ice Rink/Multi-use Pavilion Architectural Services contract to Reynolds Ash & Associates of Durango, Colorado in the amount of 117,500.00 (one hundred seventeen thousand five hundred dollars).

Background:

On May 18th Council held a work session to discuss budget changes specific to the Ice Rink/Multi-Purpose Pavilion in an effort to begin processing the implications of these changes. Subsequently, at the regularly scheduled meeting of June 15th, considering a positive recommendation from the Recreation Board, potential grant implications, and community interest, Council voted 6-1 to move forward with the project and the new higher budget. Acting on this decision, staff released a Request for Proposals for architectural services for the coordination of design data and the completion of construction plan sets for the ice rink/pavilion as visioned in the conceptual drawing created by the advisory group last winter. That request for proposals is attached. The City received four bids from eligible and responsive bidders, the results of those bids are shown below.



After a thorough review of the submitted proposals, staff recommends awarding the bid to the second lowest bidder, Reynolds Ash & Associates of Durango, Colorado. Obviously price was not the only consideration when making this recommendation. In addition to cost, staff considered project team organization and qualifications, performance on past projects, references, project approach and proposed schedule. Staff believes that the Reynolds Ash project team and proposal works best within this criteria and gives the project the best opportunity for a successful outcome. Reynolds Ash was the architect responsible for the City Hall and Public Safety Facility, and has recently completed several projects including the Pagosa Lakes Property Owners Association Recreation Center, the Pagosa Springs Town Hall, Pagosa Springs Community Center, and the Dalton Ranch Clubhouse. Team members, including Davis Engineering of Alamosa, and SGM have worked on projects such as the Aspen Ice Rink, various recreation centers, and the new National Guard Readiness Center in Alamosa. One of the SGM team members was the engineer contracted by the City to perform an asbuilt evaluation of the HVAC system at the Golf Course to address the issues with that system when staff hit a dead end with the existing contractor.

The Recreation Board considered this information at their September 13th meeting and voted unanimously to move forward in awarding the contract.

Issue Before the Council:

Does Council wish to award the bid to Reynolds Ash & Associates as per staff recommendation?

Alternatives:

Council may award the bid to the lowest bidder, award the bid to one of the other bidders, or reject all bids and provide staff further direction.

Fiscal Impact:

This bid of \$117,500 is \$73,000 over budget when one makes a literal evaluation of the line item costs in the proposed project budget. However, staff anticipates savings in other line items of the project budget because of the way this contract is structured that we cannot currently quantify. One example of these potential savings is the fact that a portion of the purchase of the chiller/condenser units is the engineering and specification of the system by the vendor, this proposed contract will pay for that portion of the design, saving that cost on the back end. Without consideration of any additional potential savings as discussed, the project budget contained a line item for contingency costs in the amount of \$225,407. Should Council approve this contract, a positive balance of over \$150,000 will remain in that contingency line item.

Legal Opinion:

The City Attorney will be present for questions.

Conclusion:

One deliverable of this project will be a professionally prepared estimate of cost for the Ice Rink/Multi-Purpose Pavilion. Once the design is complete, licensed architects, engineers, and industry specialists will prepare their best estimate of the total cost of the Pavilion Construction. Their experience and industry knowledge will be invaluable to Council as this project moves forward.

ATTACHMENTS:

	Description	Type
▯	RFP	Backup Material
▯	Reynolds Ash Proposal	Backup Material

CITY OF ALAMOSA REQUEST FOR PROPOSAL FOR ARCHITECTURAL SERVICES FOR THE COORDINATION OF DESIGN DATA AND THE COMPLETION OF CONSTRUCTION PLAN SETS FOR A 33,750 SQUARE FOOT MULTI-USE PAVILION THAT WILL HOUSE AN ICE RINK WITH CONDENSOR AND CHILLER UNITS AND APPROXIMATELY 5,100 SQUARE FEET OF STORAGE, LOCKER ROOMS, BATHROOMS, ETC.

I. Purpose

The City of Alamosa is seeking proposals from qualified architectural/design firms for the coordination of design data and the completion of construction plan sets for a partially enclosed 35,000 square foot steel building that will house an ice rink with chiller and condenser units and approximately 5,100 square feet of storage, locker rooms, bathrooms, and other public areas.

II. Introduction/Background

Acting on citizen input and historical operational and seasonal difficulties, the City of Alamosa has committed funds to the construction and operation of a new Ice Rink/Multiple Use Pavilion to address issues presented by the current skating facility. Our current rink, located in Carroll Park, was built in 2000 and has seen consistent improvements since. Issues associated with the rink, however, have required us to consider the construction of a new facility near our current recreation center on the south side of town.

The ice rink is completely open to the elements without any coverage to protect the dasher boards from sun damage and the ice from sun and wind melt. The ice is created directly on the ground without any type of foundation or cooling coils. Thus, the ice requires significant maintenance due to the shifting and heaving of the ground as water is absorbed and frozen (the current location also sits at a low point in the park) and without a chiller and shelter, the ice is completely dependent on the elements. The most recent season was limited to just 3 weeks due to higher than normal temperatures, which resulted in partial refunds to hockey league participants. The dasher boards themselves were purchased used and have far outlived their use and must receive constant attention to prevent screws and protruding pieces from becoming a safety factor. The current location provides limited gravel parking and the rink is surrounded by dirt, which when it becomes wet also represents a safety concern and maintenance nightmare.

III. Proposed Scope of Work

The selected firm will be expected to:

- Complete floor plans, elevations, and complete a code review for the facility for which the City already has a conceptual design.

- Compile the work product of other specialists with the ultimate goal being the production of a complete set of building plans for bidding and construction.
- Coordinate with a mechanical engineer that will be tasked with the sizing and specification of the chiller and condenser units as well as the design of all aspects of chiller piping and connections.
- Coordinate with a structural engineer that will oversee soil sampling, and foundation design.
- Coordinate with an electrician to oversee basic needs and to guarantee adequate and industry standard lighting for the facility.
- Coordinate with a plumbing specialist to oversee basic needs for locker rooms and bathrooms as well as guaranteeing facility wide code compliance.
- Estimated completion date of the work outlined above is November 1, 2016.

IV. Proposal Requirements

In addition to any other required submittals in this RFP, each proposal shall include the following:

1. Summary Statement – Provide a brief statement that summarizes the unique qualifications of the proposer in relation to the unique and general requirements of this project. Boiler-plate Summary Statements will not be looked upon favorably.
2. Proposed Project Team Organization and Qualifications – Provide a chart that identifies the roles of each of the Key Individuals involved in each phase of the project. Provide resumes for all key Individuals on the proposed project team.
3. Proposed Project Team Performance on Past Projects – Provide information for at least two similar projects that demonstrate the proposer’s ability to accomplish this project. For each project identified, provide the following information: Owner, Description, Cost, Change Order History, Special Features, and Project Team Members’ involvement.
4. References – Provide a reference for each project listed above who may be contacted for further information regarding the performance of the proposer’s project team.
5. Proposed Project Approach – Provide a proposed project approach that describes the roles and responsibilities of the proposer’s Project Team members and how the Team will work together to achieve the objectives of the project. The proposed project approach should identify decision making authority and points of contact. The proposed project approach should provide a proposed project schedule, including schedules for individual items as applicable. The proposed project schedule shall list important dates, times and locations of meetings and submittals. The City will consider timely completion in the selection of the consultant.
6. Cost Proposal – Provide a cost proposal to perform the work described herein in a not to exceed format. Said cost proposal shall be a consideration in the evaluation of proposals but shall not be the sole determining factor. The cost proposal should include a

breakdown of costs for individual tasks listed in the scope of work. A breakdown sheet is provided. The Cost proposal shall be on the attached breakdown sheet and should be sent in a separate sealed envelope. In addition, please include an hourly cost breakdown by position for additional services that may be requested.

V. Time line for Proposal

1. **THE DEADLINE FOR ALL PROPOSALS IS MONDAY, August 29, 2016 AT 3:30 PM.** Any proposal not received prior to the time and date specified shall not be accepted. Proposals shall be submitted to:

**Public Works Director
300 Hunt Avenue
Alamosa, CO 81101**

Proposal shall be clearly marked “**ARCHITECTURAL SERVICES FOR MULTI-USE PAVILION**”, the City will not be responsible for opening any proposal not clearly marked prior to the date and time of the public bid opening.

2. The following schedule outlines the overall timeframe for the RFP process: City of Alamosa Sunset Lift Station and Force Main Design

Event	Date	Time
RFP Released	August 3, 2016	
Optional Pre-Bid Meeting (City Hall)	Tuesday, August 16, 2016	2:00 P.M.
Last Day to Submit Questions in writing	Monday, August 22, 2016	2:00 P.M.
Proposals Due	Monday, August 29, 2016	3:30 P.M.
Review of Submittals	Monday, August 29, 2016 – Thursday, September 1, 2016	
Contract to City Council	Wednesday, September 7, 2016	7:00 P.M.
Notice to Proceed	Tentatively Friday, September 9, 2016	

3. Proposers must submit 3 copies of their proposals. Fax and email proposals will not be accepted.
4. The cover letter shall be signed by someone legally able to bind the proposer.
5. All proposers must be properly licensed to conduct business in the State of Colorado. All proposers shall include evidence that the proposer is licensed to do business in the State of Colorado. Proof of all applicable professional licenses is required.
6. The selected firm will be required to enter into a written contract with the City in order to provide the services required in the RFP. The City's standard professional services contract is attached for reference and consideration.
7. All questions and requests for explanations must be submitted in writing to:

City of Alamosa
Director of Public Works
300 Hunt Avenue
Alamosa, CO 81101
Fax (719) 589-3640
Email: Psteenburg@ci.alamosa.co.us

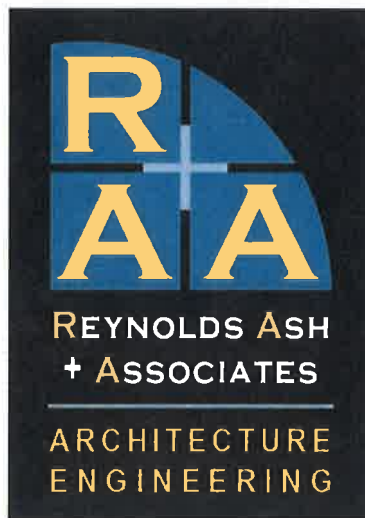
Responses to requests for explanations shall be made in the form of an Addendum, a copy of which shall be available on the City's website. Proposers shall be responsible to check the website on a weekly basis to obtain addenda. Other information and/or supplemental instructions shall be in the form of a written addendum, posted on the City's website. Proposers shall include the attached addendum acknowledgement with their proposal.

VI. Evaluation Criteria

The City will generally evaluate the proposals on the following items:

1. Proposed Project Team Organization and Qualifications 30%
2. Performance on Past Projects 10%
3. References 10%
4. Project Approach 20%
5. Completion schedule 20%
6. Cost 10%

The City reserves the right to reject any and all proposals at its sole discretion. In addition, the City reserves the right to select the consultant that represents the best value to the City at the City's sole discretion to define best value.



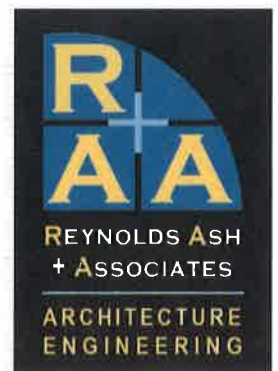
City of Alamosa

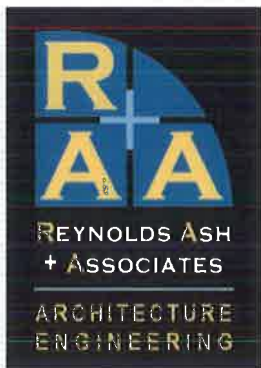
**Architectural Services for
Multi-Use Pavilion**

August 29, 2016

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- B. SUMMARY STATEMENT
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- D. REPRESENTATIVE PROJECTS
- E. EXPERIENCE/PROJECT APPROACH
- F. COST PROPOSAL/COST BREAKDOWN
- G. CONCLUDING STATEMENT





A. COVER LETTER

COVER LETTER

City of Alamosa
Director of Public Works
300 Hunt Avenue
Alamosa, CO 81101
Fax (719-589-3640
Psteenburg@ci.alamosa.co.us

RE: Architectural Services for Multi-Use Pavilion

To whom it may concern;

Reynolds Ash + Associates is pleased to submit our Summary Statement for the Multi-Use Pavilion in Alamosa.

RA+A is a full-service Architecture & Engineering firm located in Durango and Pagosa Springs. Our firm is small to medium size, and since our founding in 2002, we have provided services for projects of all sizes and scope. Our staff includes Architects, Planners, Structural Engineers, Landscape Designers and Interior Designers, allowing us to provide comprehensive services with a minimum of outside consultants.

We are very familiar with the processes involved with building/remodeling in Alamosa. We were the architect/engineer for the new civic facility for the city of Alamosa, including a City Hall, Library, and Public Safety building including police and fire stations. The police and fire station portion of the project were a remodel of the previous city hall facilities. We have also worked on several projects in the area including the downtown master plan with Alamosa County Economic Development Corp and the San Luis and Rio Grande Railroad.

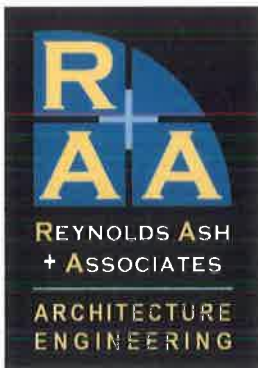
Also Brad Ash attended Adams State College before transferring to a school where he could obtain his architectural degree.

Again, we appreciate the opportunity to be considered for this important project.

Sincerely,



Tracy Reynolds, AIA, P.E.
1140 Main Ave. Suite B,
Durango, CO 81301
(970) 259-7494
treynolds@ra-ae.com



B. SUMMARY STATEMENT

FIRM PROFILE—RA+A

Reynolds + Associates Architecture & Engineering was founded in 2002 by Tracy Reynolds, AIA, P.E. and recently became Reynolds Ash + Associates (RA+A) with the transition of Brad Ash, AIA, NCARB to partner. The firm's professionals have extensive knowledge and expertise in all facets of design from custom residential to commercial, institutional, industrial, preservation architecture, and land planning. The firm maintains a staff of 10 highly qualified architects/interns, structural engineers, landscape designer, designers, production, marketing and administrative personnel. The size of our staff allows us to give the highest level of quality for projects of any size and scope. The firm's resume includes a diverse portfolio of project types, from small-scale residential to multi-million dollar commercial, mixed-use, and multi-family projects.

RA+A views the architect/client relationship as a productive collaboration of people, disciplines, perspectives and ideas. While each member of our team brings unique strengths and viewpoints to the development process, all share a commitment to client satisfaction. Consequently, many of our projects are with repeat clients or referrals from past clients.

OFFICE:

RA+A has offices in Durango and Pagosa Springs. The Durango office, is housed in a building the firm purchased, expanded and renovated in 2003. This project was named "Durango's Commercial Development of the Year" in 2003. The Pagosa office is located in a new mixed-use building downtown that the firm co-developed.

Durango Office



Pagosa Office



PRODUCTION CAPABILITIES:

The firm is fully computerized, and utilizes Microsoft Office Systems. The firm is networked between the Durango and Pagosa Springs offices, allowing work to be produced efficiently and economically. The firm utilizes model-based AutoCAD for the production of all projects, including the use of 3-D graphics for project renderings and presentations. The firm has a commitment to stay at the forefront of technology in design and production. Utilizing the best and latest model-based programs allows us to design and analyze structures in three dimensions, instead of strictly looking at two dimensional images. This enables us to produce plans that are more complete and accurate than typical 2-D production. This saves the client money both in fees, due to increased production efficiency, and in construction costs, since coordination issues and errors are drastically reduced.

CONTACT INFORMATION:

Contact: Tracy Reynolds, Senior Principal Architect, P.E.

Office: (970) 259-7494 Fax: (970) 259-7492

E-Mail: treynolds@ra-ae.com

Mailing Address: 1140 Main Ave. Suite B, Durango, CO 81301

Contact: Brad Ash, Principal Architect, AIA, NCARB

Office (970) 264-6884 Fax: (970) 264-0997

E-Mail: bash@ra-ae.com

Mailing Address: P.O. Box 96, Pagosa Springs, CO 81147

Web Address: www.RA-AE.com

SUMMARY STATEMENT

PROJECT UNDERSTANDING:

- RA+A are architects AND engineers, eliminating the need for as many outside consultants. This allows us to approach potential solutions logically and efficiently, and very quickly determine feasibility and relative costs of different potential solution.
- RA+A knows how to build projects efficiently and cost-effectively. We have provided Construction Management, General Contracting and Development services on many projects in the area, so we know the local subcontractor and labor pool, and we know how to keep costs down. For each component of the project there are always different option, and we provide quick analyses to determine the best value for the client over time.
- RA+A knows the city of Alamosa, having completed the new City Hall, Library, Police and Fire Stations.
- RA+A's workload is moderate, allowing us to get on the project immediately and provide services in a very timely manner.
- RA+A has on going projects in San Luis Valley, including South Fork, Del Norte, and Alamosa. RA+A is currently providing structural engineering for the hospital expansion in Alamosa.
- RA+A has an impeccable record for bringing projects in on or below budget, including the Alamosa City Hall and Library, which was completed for \$6 million, over \$1 million below budget, and the Southern Ute Indian Tribe's Tribal Court Addition, which was completed \$100,000 below the \$785,000 budget.

LIST OF SUB CONSULTANTS:

Architecture:

RA+A

Structural Engineering:

RA+A

Civil Engineering/surveying:

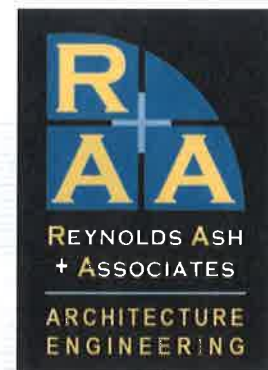
Davis Engineering, Alamosa and Pagosa Springs

Mechanical/Electrical/Plumbing Engineering:

SGM Engineering

Geotech (By Owner):

Outside consultant, to be determined



C. PROJECT TEAM ORGANIZATION & QUALIFICATIONS

PROJECT TEAM/ORGANIZATIONAL CHART

Project Team:

Brad Ash, Architect:

Brad will serve as project architect. He will be the primary point of contact throughout the project. Brad will work directly with Tracy on the project design and construction documents.

Tracy Reynolds, Architect/Engineer:

Tracy will serve as project manager. He will be the secondary point of contact throughout the project. Tracy will take the lead on the structural design as well as cost estimating.

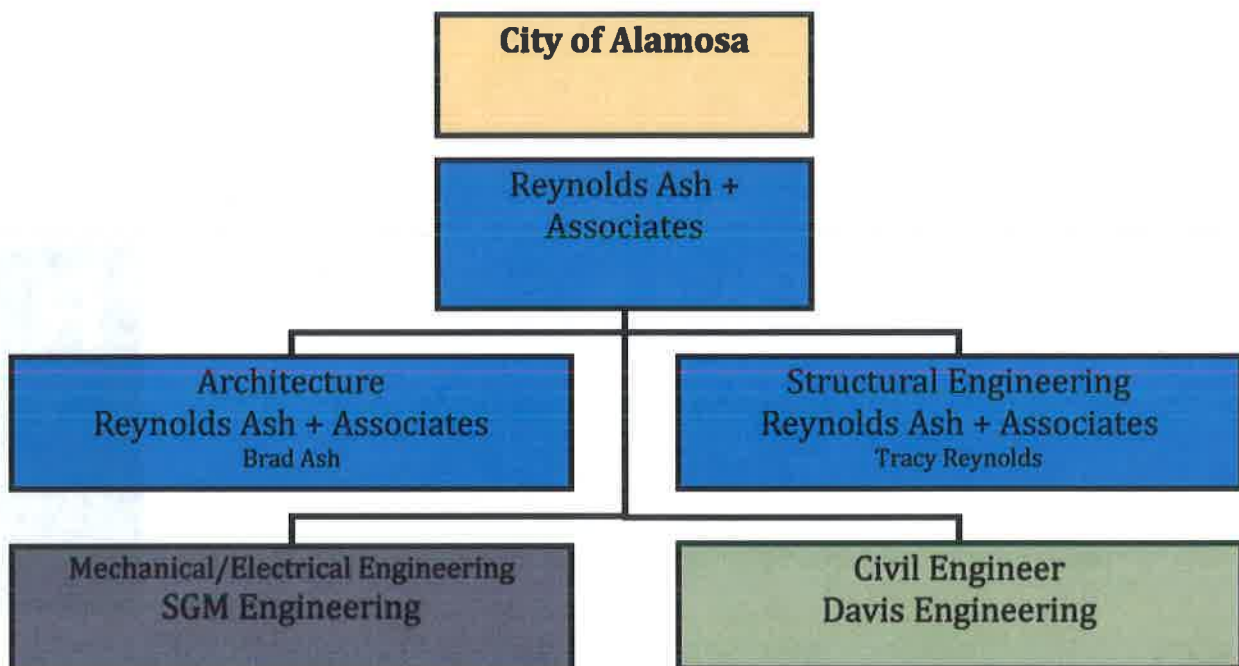
Davis Engineering:

Davis Engineering will take care of all aspects of Civil Engineering. They will work with the project team on all site design components of the project, including site layout, utilities, and grading and drainage.

SGM Engineering:

SGM Engineering will take care of all aspects of Mechanical and Electrical Engineering. SGM will include options and recommendations for alternative HVAC systems.

Organization Chart:



RESUME - Tracy Reynolds, AIA, P.E.

PROJECT ARCHITECT



Tracy Reynolds founded R+A in 2002 and brings experience from a wide variety of projects including historic preservation, remodels, custom residential, schools, libraries, and civic and commercial structures. Tracy is the lead designer for all of the firm's projects. He is also the principal of the firm's engineering service, overseeing all structural design and evaluations. Tracy is a licensed Architect and Structural Engineer with over 30 years experience in all facets of building design.

EDUCATION:

Degree of Architectural Engineering, 1984,
Kansas State University

LICENSURE:

Colorado (Arch. No.C-527 & Eng. No. 32342),
Utah (Arch. No.6756964-2202 & Eng. 6756964), New Mexico (Eng. No. 19204).

PROFESSIONAL

AFFILIATIONS:

Durango Home Builders Association
American Institute of Architects

Reynolds relocated to Durango, Colorado in 1997, where he became a partner with a local architecture firm. In this capacity, Reynolds was lead designer and engineer of all commercial and residential projects, including the Wells Fargo Bank, the Pagosa Springs City Hall and Community Center, and the Kendall Mountain Recreation Center in Silverton.

Reynolds founded R+A in 2002, and continued his work on significant buildings in the region, including the Rivergate Complex (Rivergate Lofts, Animas Surgery Center and Medical Office Building), a LEED Gold hotel for the Springs Resort in Pagosa Springs, and the new Civic Center for the City of Alamosa, including a new City Hall/Library, and a renovated Public Safety Building for the Fire and Police Departments.

As a licensed Architect and Structural Engineer, Reynolds is able to look at projects holistically, and is able to quickly and efficiently solve complex project challenges in a logical, efficient, and economical manner. Reynolds' experience with alternative energy systems as well as nearly every building type and construction type imaginable enables him to provide efficient analyses of alternative project solutions.

Reynolds' design aesthetic always begins with looking at the project context, beginning with the immediate vicinity as well as the larger context, including the community and region. The historic character of the area, as well as geological, topographic and environmental conditions always play an important role in his design solutions.



RESUME - Brad Ash, AIA

PROJECT ARCHITECT

Brad Ash has been an essential member of the team for 10 years and has recently become a partner to form the new firm, Reynolds Ash + Associates. He works closely with the client and the construction team to ensure that everything is done precisely and exquisitely. Ash comes from 4 generations of builders local to the Pagosa Springs area with 10 years of building experience and 6 years of project experience.



Ash is a Pagosa Springs native, who received his Graduate Certification in Design Build from the University of Colorado at Denver, A Master's Degree of Architecture from the University of Colorado at Denver in 2006, and a Bachelor's Degree of Arts/Architecture from the University of Colorado at Colorado Springs in 2003. Ash received the Architectural Craftsmanship award from the 2006 Young Architects Award Gala (YAAG) hosted by the AIA for a model completed during graduate school.

Ash's significant projects with RA+A include the new City Hall, Library, and Public Safety Building for the City of Alamosa, for which he was project Architect; the expanded Recreation Center for the Pagosa Lakes Property Owner's Association in Pagosa Springs, and the new office building for Pagosa Lakes Property Owner's Association in Pagosa Springs, plus numerous custom residential projects throughout the region.

EDUCATION:

Master's Degree of Architecture, 2006, University of Colorado
Bachelor's Degree of Arts/Architecture, 2003, University of Colorado

LICENSURE:

Colorado (Arch. No. 402646)
New Mexico (Arch. No. 005163), NCARB No. 73116
Arizona (Arch. No. 54898)
Utah (Arch. No. 9722279-0301)

PROFESSIONAL

AFFILIATIONS:

American Institute of Architects



RA+A– Key Personnel

KERRY HONSINGER

LEED ACCREDITED PROFESSIONAL (GBCI # 10465266 NCARB No. 133027)

Ms. Honsinger is a LEED Accredited Professional. She attained a Master of Human Centered Design degree from the Institute of Design at Illinois Institute of Technology in 1996 and a Bachelor of Arts in Architecture from the University of New Mexico in 1991. A native of the southwest, Kerry has worked in the field of architecture in Durango for over 10 years. Her project experience includes LEED project administration for the Animas La Plata Operating Facility, project manager/designer for Natures Oasis, local representative for Anderson Mason Dale on the Berndt Hall addition at FLC, Assistant project manager on Pine Hall at FLC and Project manager/designer for numerous private residences in Durango. She also has BIM (Building Information Modeling) experience as she was the BIM project manager for Nichols Electric on the Navajo Justice Complexes in Tuba City, AZ and Crownpoint, NM during construction (July 2011 – April 2012).

C. BRIAN HUFF

INTERN ARCHITECT (NCARB No. 119908)

Mr. Huff graduated from the University of Colorado at Boulder in 1999 with a Bachelor's of Environmental Design. Since leaving Boulder he has worked in the design field on a variety of projects. His project experience spans everything from 1,100 infill residential projects to 5 acre Brownfield redevelopments for commercial clients. He was the lead designer and project manager for the University Park development in Denver, CO; director of preliminary design for the Home Depot (Northwest Region); and designer and project manager on various residences throughout La Plata County. Mr. Huff prides himself on listening to clients and working with them to meet their programmatic goals while developing a project that is contextually and environmentally responsible. Along with his background in design, Mr. Huff has experience in estimating and project management from time spent in the construction industry.

HEATHER MACE

OFFICE MANAGER, CAD DRAFTER, INTERIOR DESIGN

Ms. Mace graduated in 2009 with a Bachelor of Arts Degree in Studio Art, with a focus in Architecture and Photography. Her previous experience includes working as a draftsman for Rojo Architecture in Tampa, Florida where she worked on residential and commercial projects and as the Front Office Supervisor and Patient Care Coordinator at a Durango physician's office. Ms. Mace's responsibilities include office management, including client accounts and invoicing, Cad drafting and interior design for projects. She also enjoys being hands on with projects outside of the office by going on site visits and using her photography background to archive the architectural process. She is an advocate for green design and is in pursuit of becoming a LEED certified designer.



RA+A– Key Personnel

CODY SIMONS

CAD DRAFTER

Mr. Simons graduated from High Tech Institute in 2002 with an Associate's of Occupational Studies in Architectural CAD Drafting/Manual Drafting. Mr. Simons worked on many high end homes as well as small commercial developments for a firm in Phoenix before relocating back to Durango. While in Durango, he has worked on multiple projects ranging from small country homes to 500-unit Low Income Housing Tax Credit rehabs across the country. Mr. Simons has over 13 years of experience working within the field of architecture. Along with knowledge of AutoCAD, Mr. Simons also has over 5 years of BIM (Building Information Modeling) experience.



SELENA HUGHES

CAD DRAFTER

Ms. Hughes has over 15 years experience working with AutoCAD and architectural design. Ms. Hughes is a Pagosa Springs native and comes from a family active in the construction industry in Pagosa. Passionate about architecture, she has many Pagosa projects under her belt, such as the Bank of Colorado, the Bell Tower and over 200 residential projects, many of which were in the neighborhood of Timber Ridge.



JASON JUDD

CAD DRAFTER

Mr. Judd graduated from High Tech Institute in 2002 with an Associate's of Occupational Studies in Architectural CAD Drafting/Manual Drafting and completed 2 years of pre-engineering courses at Community College of Denver. Mr. Judd worked for several architects in the Phoenix area before relocating to Colorado.



JODI LEE

ADMINISTRATIVE ASSISTANT

Ms. Lee has worked in several professions before joining RA+A. Most recently she was front reception/front office manager for a medical clinic. Though she is a newer face to both architecture & our office, she has a strong passion for the field and is eager to learn more.

LAUREN BELL

ADMINISTRATIVE ASSISTANT

Ms. Bell graduated from Fort Lewis College in 2011 with a Bachelor's in Fine Art. She recently moved from Oregon having gained valuable office experience in her time there. Ms. Bell is an enthusiastic learner and is eager to broaden her knowledge of architecture.



SGM Experience and Resumes

MEP & Civil Engineering Consultant

SGM, a civil engineering, consulting, and surveying firm, was founded in 1986. For 30 years, **SGM** employees have lived and raised families in the Western Slope communities they have helped build. **SGM**'s services are delivered with unparalleled authenticity and pride with attention to quality and detail. **SGM** has made many long term, trusted relationships with a wide range of municipal, county, state, federal, and private development clients. As a result, **SGM** has grown from less than 10 to over 85 employees-the largest full-service engineering, surveying, and consulting firm in Western Colorado. In addition to our Glenwood Springs office, **SGM** also has offices in Aspen, Salida, Gunnison, Meeker, Durango, and Grand Junction to provide local and timely service to our clients.

As we've grown, we have become more diversified-**SGM** has expertise in the following areas:

Mechanical, Electrical & Plumbing Engineering and Commissioning
Civil Engineering and Public Site Development
Land Surveying and GIS Mapping
Construction Inspection and Administration
Energy and Facility Management
Municipal Public Works, Roads, Streets, Highways and Bridges
Municipal Asset Management
Wastewater Treatment and Conveyance
Municipal Water Supply, Treatment, Conveyance and Storage
Municipal Stormwater and Drainage
Floodplain Management



Team Members' Relevant Experience and Qualifications Table

Project Team Member	Relevant Experience / Qualifications
 Jeff Grebe, PE <i>Senior Energy Engineer / MEP Design Manager</i>	SGM's Senior Energy Engineer Over 30 years of experience in the design of mechanical, electrical and plumbing (MEP) systems for a wide variety of commercial and institutional buildings Renewable Energy and Distributed Generation Design and Construction Successfully completed over 1000 projects including 20+ school projects Lead MEP engineer responsible for LEED reporting and documentation and commissioning for the Country's first LEED Platinum award winning municipal Rec center (Carbondale Rec Center)

SGM Experience and Resumes

MEP & Civil Engineering Consultant

SGM's Certified Building Commissioning Professional, Mechanical Engineer,
Certified Energy Manager, Certified Lighting Efficiency Professional

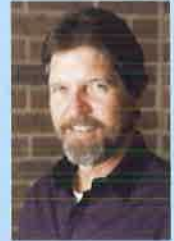
Approved and trained to provide large-scale ReCx for Xcel Energy

Lead Mechanical Systems Engineer

31 years of experience in HVAC maint., troubleshooting and training, commissioning and recommissioning of HVAC and control systems, design of mechanical and plumbing (MP) systems for a wide variety of commercial and institutional buildings

Managed projects realizing energy-related savings of over \$1.5M

Has provided engineering assistance for custom and prescriptive rebates through Xcel Energy and Holy Cross Energy



Tony Haschke, CBCP, CEM, EI, CLEP
Lead Mechanical Systems Engineer / Project Manager



Dan Richardson, CEM
Quality Assurance

SGM's Consulting Services Sector Leader and Senior Consultant

Over 20 years of experience focused on high performance buildings, sustainability and project management in Western Colorado

Extensive facility experience including LEED consulting, design, budgeting, assessment and efficient building technologies

Lead asset management consultant

SGM's Development Services Sector Leader and SGM Principal

Lead Civil site development consultant

Over 25 years of experience focused on site development and project management in Western Colorado

Community Center site construction experience with successful projects for the City of Glenwood Springs and Gilpin County

Community Center site feasibility experience including planning, design, and budgeting

Understands how to apply practical construction experience to feasibility, planning and budgeting



Dan Cokley, PE, PTOE
Lead Civil Engineer

SGM Experience and Resumes

M/E/P & Civil Engineering Consultant

Relative Proj	
Project Name & Location	Team Member
Ouray Hot Springs Pool Energy Alternatives Assessment – Ouray, CO	SGM
Salida Hot Springs Pipeline Assessment Humidity Assessment, Centennial Park Master Plan & Energy Assessment - Salida, CO	SGM
Glenwood Hot Springs Pool Energy Assessment - Glenwood Springs, CO	SGM
Iron Mountain Hot Springs Development - Glenwood Springs, CO	SGM
Pagosa Lakes Recreation Center Condition Assessment & HVAC Design– Pagosa Springs, CO	SGM
Town of Snowmass Village Town Facilities Condition Assessment – Snowmass Village, CO	SGM
River Valley Ranch, Ranch House Energy Assessment - Carbondale, CO	SGM
Carbondale Recreation Center - Carbondale, CO*	SGM*
Westminster Recreation Center - Westminster, CO*	SGM*
Commerce City Recreation Center - Commerce City*	SGM*
Englewood Recreation Center - Englewood, CO*	SGM*
YMCA Colorado Springs - Colorado Springs, CO*	SGM*
YMCA Boulder - Boulder, CO*	SGM*
Aspen Recreation Center Outdoor Pool - Aspen, CO*	SGM*
Peaks Hotel Spa Remodel - Telluride, CO*	SGM*

Legend: RA – Reynolds Ash + Associates, SGM – SGM,

*Projects performed by Jeff Grebe, SGM Sr. Energy Engineer, under previous employment

ME P & Civil Engineering Consultant

[illegible]

Davis Engineering Experience and Resumes

MIKE DAVIS-PROJECT CIVIL ENGINEER



Mike Davis (Principal) is a 3rd generation member of Davis Engineering Service, Inc. and has worked full-time since 1993. Mr. Davis brings to the company both a strong background in civil engineering and mining. He began working with the company in Del Norte and was given the responsibility of developing an engineering department in Pagosa Springs.

EDUCATION:

Degree in Civil Engineering and a minor in Mining Engineering
1990 Colorado School of Mines

Since 1993, **Mr. Davis** has worked closely with both private developers, local, federal and state agencies to complete a number of projects. These projects vary anywhere from road, water, storm sewer, and sewer system design to solid waste disposal site closure and earthen dam repair, modification and enlargement. He has experience with every aspect of project planning, design and construction from numerous projects from both outside and within this regional area.

LICENSURE:

Professional Engineer Colorado (No. 32583)

PROFESSIONAL EXPERIENCE:

1986 - 1988 - Part time employment with Davis Engineering Service, Inc.;
1989 - 1990 - Project administrator with Rockwell International at the Rocky Flats Plant, Golden, CO; 1990 - 1993 - Engineer on hazardous material recovery project with EG & G at the Rocky Flats Plant, Golden, CO; 1993 - Began full-time employment with Davis Engineering Service, Inc.

DES ADDITIONAL STAFF:

KEITH E. LUTTRELL, REGISTERED LAND SURVEYOR, R.L.S. No 36063

Mr. Luttrell began work for Davis Engineering Service, Inc. March, 2008. He began his surveying career in 1991. He has worked as a Civil Designer on projects such as US 285 corridor in Turkey Creek Canyon from Conifer to Indian Hills Road west of Denver and Forest Service Day Use Areas in Routt National Forest. He has performed surveys from small lots and subdivisions to highway design surveys. He has experience with CDOT, FHWA and other governmental agencies. His primary focus is Boundary surveys and property rights. He has experience in construction staking and also as a QA/QC surveyor for the E-470 loop in the Denver area. He has worked as a Construction Coordinator for Land Developers.

1981-1991 Oil and Gas Industry

1991— D.I.T. Graduate—Civil Design and Construction Surveying including Boundary Law

1991-1997 Party Chief

1997-2001 Chief of Parties as an LSIT

2001-Present PLS for other firms



Davis Engineering Experience and Resumes

Davis Engineering Service (DES) was established in Del Norte, Colorado in 1948 by Paul B. Davis, P.E./P.L.S., a 1939 graduate of the Colorado School of Mines. Initially, the firm was engaged in land and mine surveying and water filings. Since that time, the firm has steadily increased its scope of engineering and surveying services to accommodate and facilitate the needs of our diverse clientele. DES was incorporated in 1967, and in 1997 moved the Del Norte staff to the current corporate office in Alamosa, Colorado. In 1986 a branch office was opened in Pagosa Springs, Colorado to better serve our clientele in the area. DES currently has two office locations, with one in Alamosa and the other in Pagosa Springs. The Alamosa office operates a staff of six full time employees including one registered professional engineer and one registered professional land surveyor. The Pagosa Springs office operates a staff of six full time employees including one registered professional engineer and two registered professional land surveyors. All offices utilize full time engineering and surveying technicians who are working toward professional licensure, as well as additional part-time staff as the workload dictates.

General engineering services provided include:

- Preliminary engineering involving sketch plans, cost estimates, and feasibility studies
- Design engineering involving plan, specification, and contract preparation
- Construction engineering involving layout, review, and contract administration

The types of projects worked on include all aspects of civil infrastructure such as:

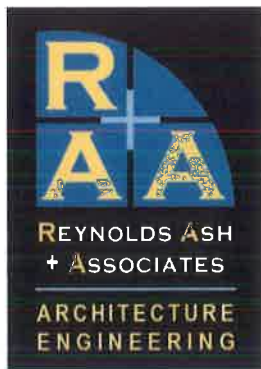
- Raw Water Studies, Diversion, Transmission, and Earth Dam Retention
- Potable Water Distribution and Treatment
- Sanitary Sewer Collection and Treatment
- Land Subdivision and Development
- Residential, Commercial and Industrial Site Development
- Storm Drainage Studies and Collection
- Parking Lots, Driveways, Streets, and Roads

Quality professional survey staff with local knowledge developed from years of experience ensures the proper location or identification of property, easement and right-of-way boundaries as required for individual projects.

Over our 64 year history in the civil engineering and land surveying business, we have experienced significant changes in the industry technology. In being exposed to these changes, we have the advantage of knowing what tools are appropriate for use in each phase of the work. Some of the key tools which our staff are proficient with and use in everyday work include:

- Survey Total Stations, Levels, and Data Collectors
- GPS (Global Positioning System, Trimble and Topcon)
- Computer Aided Drafting (AutoCAD with Carlson)
- Large Format Color Plotters
- GIS (Geographic Information System, ESRI products)
- Standard and specialized software as needed for everyday and complex modeling uses.





D. REPRESENTATIVE PROJECTS

ALAMOSA CITY HALL & PUBLIC LIBRARY

ALAMOSA, CO



OWNER

City of Alamosa City Manager
Nathan Cherpeski
P.O. Box 419
Alamosa, CO 81101
(719) 589-2593

DESIGN TEAM

Architectural: Reynolds + Associates
Structural: Reynolds + Associates
Landscape Architecture/Land Planning:
Reynolds + Associates
MEP: ME&E Engineering
Civil Engineering: Davis Engineering

ARCHITECT'S ESTIMATED COST

\$7 million

FINAL COST

\$6.2 million



R+A provided planning, architectural design, structural engineering, landscape design, LEED consultation and construction administration services for the new Civic Complex for the City of Alamosa, Colorado, which includes a new 26,000 sq. ft. City Hall & Public Library Building and 18,000 sq. ft. of renovation of an existing Police & Fire Station. The City Hall will house offices, a court room, jury/conference rooms and city administrative functions and a new state-of-the-art library facility. The project team is pursuing LEED Silver Certification for the City Hall/Public Library Facility, which will make use of a ground source geothermal system for its heating/cooling, and includes abundant daylighting and interior finishes that promote a healthy indoor environment.

ALAMOSA POLICE & FIRE STATION

ALAMOSA, CO



Services included evaluating alternate sites, including the potential renovation of existing structures within the city for use by the City. The master plan includes the construction of a new facility housing the new Library and City Hall on the existing central campus, and a \$2 million renovation of the existing Library/City Hall to serve as the Public Safety building housing the Police and Fire Departments. Mechanical Plans for the facilities include an energy efficient ground source heat pump mechanical system, computerized energy management system (DDC), security and central control functions, electrical services, fire alarm and sprinkler systems. Security and surveillance systems include, automatic door lock and control system, video and recording surveillance system (MEP Estimated Cost: \$1.56 Million).



DOLORES COUNTY SENIOR CENTER

DOVE CREEK, CO



Reynolds Ash + Associates has provided architectural services for a new Senior Center in Dove Creek. The owner expressed the desire to have a warm, welcoming, open space filled with natural light and the design successfully reflects this. The design incorporates a large commercial kitchen, shaded exterior patio, game room, exercise room, library, large multi-purpose room and operational offices. Special attention was given to develop an experience for the elderly by incorporating a memory wall, exterior living space, windows within the space for visibility, handicapped access features as well as an accessible site with a paved walking/rolling path, a memory garden, horse shoe pit and picnic area. This building will be a gathering place for both seniors and special community events for years to come as well as being the distribution center for the very successful county Meals on Wheels program. RA+A is responsible for 100% of the work.

OWNER

Dolores County
Jim Ketter - Owners Rep.
kpmc@mydurango.net
Margret Daves
dcmanager-project@fone.net

DESIGN TEAM

Architectural: Reynolds Ash + Associates
Structural: Reynolds Ash + Associates

PROJECT BUDGET

\$2.4 Million

PROJECT TIMELINE

2016-2017 (Projected)

PLPOA RECREATION CENTER

PAGOSA SPRINGS, CO



RA+A provided master planning services for renovating an existing recreation center for the PLPOA. The master plan includes 5 phases with the first phase recently completed in February 2015. Phase 1 included renovation of the existing 15,500 sq. ft. recreation center with an additional 2,300 sq. ft. for relocating existing racquet ball courts and providing space for weights and cardio. Phase 1 also included a new hot tub, new whole building mechanical system, fire sprinkler / alarm system, foam insulated roof and LED lighting. Phase 1 was estimated at \$1,175,000 with final construction cost of \$1,089,000.



PROJECT
Recreation Center
17,800 SQ. FT.

OWNER
Pagosa Lakes Property
Owners Association
Chip Munday
230 Port Ave
Pagosa Springs, CO
81147

DESIGN TEAM
Architectural: Reynolds
Ash + Associates
Structural: Reynolds
Ash + Associates

CONTRACTOR
Hart Construction

PAGOSA SPRINGS TOWN HALL

PAGOSA SPRINGS, CO

OWNER

Town of Pagosa Springs
551 Hot Springs Blvd.
P.O. Box 1859
Pagosa Springs, CO 81147
(970) 264-4151

DESIGN TEAM

Architectural:
Tracy Reynolds
(with RMBA Architects)
Structural:
Tracy Reynolds
(with RMBA Architects)
MEP: ME&E Engineering

CONTRACTOR

Colorado Jaynes Corp.

PROJECT BUDGET

\$2 Million



This project was part of a new campus plan for the Town of Pagosa Springs, with future phases for a community building and pre-school. The new Town Hall included a council meeting room, administrative offices, the police station, and other town departments. The building is organized around a center atrium with a large skylight. The exterior of the building is a traditional theme, with brick veneer and stucco finishes. Project challenges included a river-front site that required a drilled pier foundation system with extensive waterproofing and crawl space water removal systems.



PAGOSA SPRINGS COMMUNITY CENTER

PAGOSA SPRINGS, CO



The Pagosa Springs Community Center was the second phase of the campus plan for the Town of Pagosa Springs and includes 15,000 square foot of space including a large multi-purpose room, several meeting rooms, the Senior center including a serving kitchen, a teen center, and ancillary spaces. The project was designed with durability and sustainability in mind, with a split-face block and brick exterior and standing seam metal roofs. Interior spaces utilize daylighting and the multi-purpose space includes basketball/volleyball courts and a serving kitchen.



OWNER

Town of Pagosa Springs
551 Hot Springs Blvd.
P.O. Box 1859
Pagosa Springs, CO 81147
(970) 264-4151

DESIGN TEAM

Architectural: Tracy Reynolds
(with RMBA Architects)
Structural: Tracy Reynolds (with
RMBA Architects)
MEP: ME&E Engineering

CONTRACTOR

Colorado Jaynes Corp.

PROJECT BUDGET

\$2.8 Million

CORTEZ PUBLIC LIBRARY ADDITION

CORTEZ, CO

PROJECT

12,000 S.F.

Cortez Library addition

OWNER

City of Cortez

210 E. Main St.

Cortez, CO 81321

(970) 565-3402

DESIGN TEAM

Design Architect/

Project Architect:

Tracy Reynolds

(with RMBA Architects)

Structural Engineer:

Tracy Reynolds

(with RMBA Architects)

PROJECT BUDGET

\$2 Million



The Addition to the Cortez Library was awarded based on a design-build competition for the City of Cortez. The scope included doubling the space of the existing 1970's facility, with a complete renovation of the exterior of the structure. The addition houses new stack areas, reading rooms, and check-out areas, while the existing structure was remodeled for administrative offices and meeting rooms. Construction was staged in order to keep the library open and usable throughout construction.



CORTEZ CITY HALL

CORTEZ, CO

PROJECT

Remodel the old Cortez Journal building for the new Cortez City Hall

OWNER

City of Cortez
210 E. Main St.
Cortez, CO 81321
(970) 565-3402

DESIGN TEAM

Architectural: Reynolds Ash +
Associates

Structural: Reynolds Ash +
Associates

Landscape Architecture/Land Plan-
ning: Reynolds
Ash + Associates

LEED/Sustainability:
Reynolds Ash + Associates

MEP: SGM

Civil Engineering: SGM

PROJECT BUDGET

\$2.5 Million



RA+A provided planning, architectural design, structural engineering, landscape design, LEED consultation and construction administration services for the renovating of the old Cortez Journal building for the new City Hall. RA+A was involved in the original design of the building , as well as, providing the architecture and engineering services for later additions to the building. Renovations began the spring of 2016 .



DALTON RANCH CLUBHOUSE

DURANGO, CO



PROJECT

Golf Course Clubhouse

OWNER

Redcliff Dev.
Frank Sinton
P.O. Box 2705
Durango, CO 81302
P (970) 247-7921

DESIGN TEAM

Architectural:
Reynolds + Associates
Structural:
Reynolds + Associates

CONTRACTOR

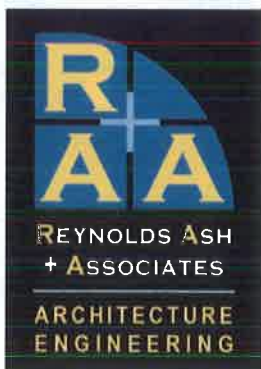
Nargi Construction

PROJECT BUDGET

\$2 Million

The Golf course at Dalton Ranch's Clubhouse includes a bar, restaurant, dining room, member's room, pro shop, administrative offices, locker rooms and support spaces. The lower level of the facility has cart storage and maintenance spaces and the facility also includes expansive outdoor terraces, a 2,400 event pavilion and a "snack shack". The facility was designed to maximize views from public spaces to the golf course and red cliffs beyond. Construction is wood-frame, with hand-hewn timber work in the porte cochere, bar, and covered deck areas.





E. EXPERIENCE/PROJECT APPROACH

EXPERIENCE / PROJECT APPROACH

Who we are

RA+A is a full-service Architecture and Engineering firm with offices in Durango and Pagosa Springs. Our team of professionals work toward a singular vision: to utilize our experience and knowledge to help our clients achieve their goals, in an efficient, streamlined, and cost-effective manner.

How we work

Our multidisciplinary teams create opportunities for innovation, cost savings and sustainability. Our teams consist of architects and engineers, working side by side. And our integrated program management ensures that the entire project team is coordinated, from beginning to end, resulting in fewer change orders and timely project delivery within budget.

Experience and expertise

RA+A will rely on our team experience and expertise to deliver the most logical, efficient, and cost effective solutions possible to the City of Alamosa. Our team has provided similar services for public projects throughout southwest Colorado, as well as numerous projects within the United States. Each of our projects is unique, and the success is always dependent on good communication with the client group and facility users.

Design Concerns

RA+A ensures that all projects meets the requirements of the American's with Disabilities Act. RA+A's projects include numerous civic and public buildings, all of which are required by law to meet the requirements for accessibility. Example projects include a new City Hall and Library for the City of Alamosa. This project replaced an existing City Hall structure containing a Council Meeting Room that was on the second floor without elevator access. The new project is fully compliant with the ADA, and had a third-party audit at completion to ensure compliance. Other example projects include a classroom remodel for Pueblo Community College's Mancos Campus, which included upgrades to comply with ADA Standards. In addition we have completed several pre-school projects, which were designed to meet ADA and special guidelines for children's facilities.

RA+A's projects include two LEED certified buildings, a new Hotel in Pagosa Springs that achieved LEED Gold, and the new City Hall/Library for the city of Alamosa that achieved LEED Silver. Green design is incorporated into all of our projects as much as budget allows. We would go through the LEED checklist with the client group and determine what items are realistic to incorporate. These could include alternative energy features (solar PV, ground-source heat pump systems), low VOC interior finishes, passive solar features, plus many of the site planning items from the LEED checklist (access to public transportation, etc.).

Cost Estimating

RA+A has an exemplary record for keeping projects within budget. RA+A keeps an ongoing cost database from previous projects, and updates these periodically to fit market conditions by gathering input from local and General Subcontractors. RA+A has served as general contractor for numerous projects, so we understand what has to be included for a comprehensive project budget.

Recent successful estimating efforts included the new civic facilities for the City of Alamosa, which came in nearly \$1 million below the \$7 million budget. A portion of this project was a significant remodel of the 1950's City Hall for use as the Police and Fire Stations. Another successful, more recent remodel was the Pagosa Lakes Property Owner's Association recreation center, which including several additions, as well as a comprehensive remodel, and was completed on-time and below budget.

EXPERIENCE / PROJECT APPROACH

Design Philosophy/Sustainability

RA + A philosophy of design is structures in our built environment should be appropriate to their context. This means that structures should be compatible with the natural environment, taking advantage of the natural topography, solar orientation, and existing adjacent land features, maximizing ultimate efficiency. Our focus is increasingly on sustainable design and the use of natural and alternative materials in creating effective, efficient and innovative design solutions. The firm is an advocate of the sensible use of sustainable building materials and technologies, and committed to creating uniquely comfortable living, play and working spaces that place us in harmony with our neighbors, our communities and our environment. Among our employees is a LEED Accredited Professional who provides LEED consultation and documentation.

Current Projects Registered Under Green Building Standards:

The Springs Resort Hotel, Pagosa Springs: Three-story, 30,000 square foot hotel building, which received a LEED Gold Rating.

City of Alamosa City Hall/Library: LEED Certified

Team Coordination

RA+A believes that common location and collaboration is the key to a successful project. RA+A will conduct regular project and client team meetings as scheduled throughout the design phases of the project to ensure good communication and coordination between the client, users and all members of the design team. Accurate minutes will be kept and distributed following each meeting, with an on-going list of all required action items.

Project Coordination

RA+A will provide technical coordination of the project between all the design and engineering disciplines throughout the design and construction phase.

Project Methodology:

The RA+A Team is a true collaborative team and will function as a cohesive unit throughout the project. Our team believes strongly in the concept of participatory design in which we gather together on-site to actively plan and design the project. This process allows us to work together as a team. The process is focused upon balance, so that solutions represent equal input from the architect, our consultants, engineers, Owner and other key participants.

Project Schedule Control

A key component to maintaining schedule control goes back again to communication. We believe that weekly meeting schedules should be set up at the inception of the project. By meeting face to face, the lines of communication remain open and the momentum of the project keeps moving forward. Before beginning the project, RA+A would prepare a project delivery schedule with major milestones. With the weekly meeting process, this schedule can be updated regularly, letting everyone know immediately, if the work is falling behind. Along with the project delivery schedule, RA+A will prepare a "owner provided information/decision" matrix, which will show what outside service will need to be complete on what date (such as geotechnical investigation or surveying), plus a list of owner's decisions and deadlines that will need to be made through the course of the project.

EXPERIENCE/PROJECT APPROACH

Initial Information Stage:

RA+A would begin the project by conducting an on-site "charette", with the design team and the owner's representatives and key personnel. This charette would be a brainstorming session, with us listening to all of your goals and ideas for the project. During this process, we LISTEN to you so that we can ultimately provide the building that you need. All ideas, no matter how practical, are examined during this stage.

Concurrently with this stage, we would have the updated site survey completed, and obtain geotechnical evaluations completed for the site.

Schematic Design:

After the initial input meeting, we would come up with several (2 minimum, up to 4 or more) rough ideas for building position and layout. These initial drawings would include floor plans, site plan, and an initial exterior elevation, and we would include a rough construction budget for each option. We would then present these to the client group for their reaction. Typically, clients gravitate toward one design, or, often there are features in several ideas that the clients would like to pursue. Based on the client's input, we would update the design, and present to the client again. We would continue to go through this process until we have arrived at a final schematic design that the client is happy with, which would include floor plans, site plan, and exterior elevations, plus an initial anticipated construction budget.

Design Development:

After approval of the Schematic Design, we would further develop the design. At this stage we would be looking at interior volumes, more detailed layouts, thorough Code Reviews, and begin to assign interior finishes. We would begin the structural Design, including foundation and framing. Also during this stage, we would be discussing building systems, including HVAC options and alternative energy systems. We would include rough budgets for these options to determine whether or not they are viable. Also, an updated overall budget and schedule will be provided.

Construction Documents:

Once Design Development approval is received, we would begin the Construction Documents and Bid Documents (specifications), for competitively bidding the project and for permitting. We would provide a final updated cost estimate at this stage. Phase One includes 95% completion, and submittal to the Owner for Review.

EXPERIENCE/PROJECT APPROACH

At the Owner's authorization, we would complete the Construction Documents, based on Owner's input from the 95% review.

At this stage, the project will be submitted to agencies having jurisdiction, including the City of Alamosa, and others as required. The review is anticipated at the minimum to include a Commercial Site Plan Review, which is an internal review by staff.

Bidding: (Not included, but willing to negotiate services if required)

We would work with you to determine if the project is to be an open competitive bid (advertised, open to any qualified contractor), or if the project would only be bid to invited bidders. We would assist you in coming up with a list of qualified contractors. If the project is to be an open bid, we would provide documents to be used for advertisements.

During bidding, we would distribute documents to bidders, conduct a pre-bid conference, answer questions and issue addenda (clarifications) as necessary. We would receive bids with you, review them for completeness and compliance with the bidding requirements, and make a recommendation for award. We would prepare a contract for construction utilizing AIA forms, for your review and approval.

Construction Administration: (Not included, but willing to negotiate services if required)

Services during construction include:

- Construction kick-off meeting, to include General Contractor and all major subcontractors. Review all construction procedures, from contractor parking, working hours, submittal review procedures, pay application procedures, change order procedures, etc. Review staffing list and timeline.
- Submittal review: review all submittals for building components to ensure conformance with contract requirements.
- Pay Application review: review contractor pay apps for conformance with work produced and contract requirements.
- Construction progress meetings: conduct weekly meeting with GC and major subs to review progress, answer questions, and determine conformance with contract requirements.
- Conduct Substantial Completion walk-through, prepare punch list.
- Final Completion: Conduct walk-through inspection and certify final completion.
- Warranty/close-out: Obtain all final warranties, operation and maintenance manuals, etc. Ensure that Owner receives training from contractor on all systems (HVAC/electrical).
- Follow-up: Assist owner with any warranty items; conduct one-year warranty walk-through inspection.

EXPERIENCE/PROJECT APPROACH

RA+A will add value to the Alamosa City of Alamosa Multi-Purpose Pavilion project:

- RA+A are architects AND engineers, eliminate the need for as many outside consultants. This allows us to approach potential solutions logically and efficiently, and very quickly determine feasibility and relative costs of different potential solution.
- RA+A knows the City of Alamosa, having just completed a very successful new City Facilities project.
- RA+A knows how to build projects efficiently and cost-effectively. We have provided Construction Management, General Contracting and Development services on many projects in the area, so we know the local subcontractor and labor pool, and we know how to keep costs down. For each component of the project there are always different option, and we provide quick analyses to determine the best value for the client over time. For example, the simplest and cheapest up-front cost for heating system may be forced air furnaces. However, more sophisticated systems, utilizing alternative energy sources, may cost more up-front, but the savings in operating costs may “pay back” this difference very quickly. We provided these analyses for you for every building component.
- RA+A’s workload is moderate, allowing us to get on the project immediately and provide services in a very timely manner.
- RA+A has an impeccable record for bringing projects in on or below budget, including the new Alamosa City Hall and Library, which was completed for \$6 million, over \$1 million below budget, and the Southern Ute Indian Tribe’s Tribal Court Addition, which was completed \$100,000 below the \$785,000 budget.

Budget Control:

Budget control is an integral component of the design process and must be addressed throughout the project, from conceptual design through completion of construction. Following is a summary of how RA+A incorporates budget control in each step of the process:

Schematic Design: As RA+A develops schematic design options for the project, we also develop an opinion of probable cost. At this stage, the estimates will be based on square footage costs.

Design Development: As the selected design scheme is developed, we also focus on the cost estimate. In this phase of the project we begin to “value engineer” each system of the building, from the structural system to the heating system, to determine the best options for initial cost, operating costs and life of the systems.

Construction Documents Phase: In this phase of the project, we can develop an opinion of probable cost which takes into account actual quantities of building materials and labor hours. As a resource for this process, we use nationally recognized estimating guides, our experience on previous projects, and resources within the local construction community. Because actual bids can vary depending on the bidding climate (how busy local contractors are), and availability of subcontractors and labor forces, etc., there is always some uncertainty on bid day no matter how accurate an opinion of cost is. For this reason, we advocate to include a shopping list of “add alternates”, which are desirable features to the project, but are not absolutely necessary to the basic function of the project. This helps to assure a base bid that is within the project budget and still gives the opportunity to maximize the features of the project to the extent that the budget allows.

EXPERIENCE/PROJECT APPROACH

Construction Phase: Budget control must continue through the construction phase of the project. The best way to avoid change orders on a project is to provide a complete and quality set of bid documents. If change orders become necessary due to changes to the scope of work or unforeseen site conditions, RA+A works closely with the contractor to solve issues in the most cost-effective manner possible, and reviews the contractors estimates to make sure that the changes requested are reasonable.

Involvement During Bidding and Construction:

As outlined above, RA+A would be intimately involved in every aspect of the project from start to finish. We will field all phone calls during the bidding process, and assist in every way possible to make sure that the County gets the most competitive bids possible.

During the Construction Phase, we expedite the construction process by providing information to the contractor in a timely manner. Turn-around time for reviewing submittals, and providing supplemental information to the contractor quickly, efficiently and correctly is key to keeping the construction progress on track. We require and enforce that the contractor provide a realistic construction schedule, and make sure that its updated for each progress meeting, noting what delays existing and how work will be expedited to make up for the delay.

Quality Control:

Quality control on any project begins with the design. The best way to control quality is to have a knowledgeable staff. The firm's personnel understand structural systems, foundation, mechanical/electrical design, how things are built and we understand budgets and schedules. The quality of our work is also positively impacted by the computer systems that we utilize. The firm uses Autodesk software, which allows us to design projects in three dimensions. With this type of software, conflicts between the plan, elevation and section cannot exist because the software models the complete project and ties views to the model. We have recently started inputting the structural system in 3-D, which virtually eliminates issues with space conflicts, allows us to determine available space for mechanical/electrical systems and helps to identify any potential structural loading issues. Additional control is provided in a number of ways. RA+A has an established peer review process in which a "fresh pair of eyes", someone within the office who is not familiar with the project, reviews the documents at each milestone, such as the end of Schematic Design, Design Development, etc. Finally, we incorporate a Construction Documents checklist that covers all documentation content from the site plan to the smallest details. Using these in conjunction with each other has proved a powerful tool for us in managing all issues that are within our control.

Quality control in the field is maintained through a rigorous construction administration process. We start early on identifying deficiencies and making the contractor aware of what quality of work is required. By dealing with these early on, quality standards are more easily met and maintained through the duration of the project. Weekly lists of "pre-punch list" items are provided to the contractor. In addition to on-site observations, we provide a thorough review of submittals which cover every aspect of the project. From the submittal process, we follow through during construction to make sure that the submitted products are actually utilized.

EXPERIENCE/PROJECT APPROACH

CONTACT INFORMATION:

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SCHEDULE

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SCHEDULE

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G. CONCLUDING STATEMENT

SUMMARY

Reynolds Ash + Associates Architecture & Engineering meets the needs of your project:

- RA+A is familiar with Alamosa. RA+A has completed number of projects in the area.
- RA+A has a proven track record of providing cost estimates that are on the mark. Most recently, the new Civic Center for the City of Alamosa came in with a low bid of \$6,000,000 vs our estimate of just under \$7,000,000.
- RA+A has significant experience working with local, state, and federal government entities, from small municipalities to counties and Federal government entities.
- Because our firm includes architects, land planners, structural engineers, and LEED accredited professionals we are able to take a holistic approach to the project without the coordination issues, expense and time lags involved with multiple outside consultants, as with firms that outsource engineering, or that must participate in a joint venture with a licensed Colorado office.

INSURANCE

Reynolds Ash + Associates currently carries Professional Liability Insurance with a limit at \$1,000,000 per claim and a \$2,000,000 limit of liability. The firm also carries \$1,000,000 of general liability coverage and additionally required workman's compensation coverage.



**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Manager

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Executive Session pursuant to C.R.S. §24-6-402(4)(f) for Personnel Matters - Evaluation of City Attorney