

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
October 18, 2017

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.

6:30 PM - Board Applicant Interview

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 Ty Coleman, Charles Griego, Kristina Daniel, Liz Hensley, Jan Vigil, and Michael Stefano. Also present: City Manager Heather Brooks, Acting City Attorney Mark Loy, and Deputy Clerk Susanna Gallegos.

III. AGENDA APPROVAL

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

IV. CITIZEN COMMENT

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

A. Audience Comments

None.

B. Follow-Up

None.

V. CEREMONIAL ITEMS

A. Introduction of New Community Activities Manager, Jessica Jolly

Andy Rice introduced Jessica Jolly as the new Community Activities Manager, who was welcomed by Council.

B. Introduction of new Recreation Specialist II Don Mendoza

Andy Rice introduced Don Mendoza as the new Recreation Specialist II, who was welcomed by Council.

C. New Library Book Bike

Dr. Kris Steinberg spoke regarding the book bike project. She explained that it is an environmentally friendly bookmobile that opens up to serve as a library on wheels. It is a project of the Friends of the Library, for which they received a \$9,103.00 grant.

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

C.7.a. Minutes of Meeting October 4, 2017

C.8.a. Receive September 2017 Monthly Reports

VII. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. La Puente Update

Lance Cheslock spoke regarding the different programs offered by La Puente, including Adelante, the Food Bank (including a new site at ASU), PALS, the Outreach Program, the Valley Educational Garden Program, the Shelter, and Rainbows End (including a new site in Center).

Councilor Daniel thanked Lance Cheslock for everything La Puente does.

Councilor Vigil would like Council and La Puente to have a meeting regarding the types of people taken into the shelter.

Councilor Stefano thanked La Puente for all their hard work and stated it is a much needed organization.

Councilor Coleman thanked Lance Cheslock for the presentation and thanked them particularly for their youth programs.

Mayor Lucero thanked La Puente for the update.

2. Early Iron Presentation

Jeff Woodward spoke regarding the Earl Iron organization and their 37th annual event. This year they had 608 entries. This year's economic impact was well over \$2,000,000. Their annual auction raised \$3,000 for a local charity, which was the Sangre de Cristo FFA this year.

Councilor Stefano expressed how he looks forward to this event every year.

Councilor Coleman thanked Early Iron for the gifts. He stated that this event is like Christmas to local economy.

Jeff Woodward thanked Holly Martinez for all her help in getting the licensing done for this event.

Jeff Woodward presented a pin stripe trophy and a \$500 check for Wi Fi in the Park.

Councilor Hensley expressed her thanks and stated that the Friday evening of this event has become the social event of the year.

Councilor Griego stated this event is a good deal for the San Luis Valley.

Jeff Woodward asked staff that a small space off of the 2nd Street entry be paved.

Mayor Lucero stated that they are a great team and great examples for other organizations in the San Luis Valley and Colorado.

B. Business Brought Forward by City Staff

1. Public Works

- a. Habitat for Humanity – Request for Fee Refund.

Pat Steenburg presented information to Council. Habitat for Humanity requested a refund for City fees totaling \$4,121.50 for the 1605 Edison project.

Councilor Vigil moved, seconded by Councilor Stefano to refund the fee in the amount of \$4,121.50 to Habitat for Humanity. The motion carried unanimously.

2. Finance

- a. Public Hearing and second Reading, Ordinance No. 32-2017 an Ordinance establishing the employee pay plan for fiscal year 2018

Heather Brooks reviewed this ordinance with Council., which establishes the employee pay plan for fiscal year 2018.

Mayor Lucero opened the public hearing at 8:18 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speaking, the hearing closed at 8:18 p.m.

Councilor Stefano moved, seconded by Councilor Vigil to finally adopt Ordinance No. 32-2017. The motion carried unanimously.

- b. Public hearing and second Reading of Ordinance No. 31-2017, An Ordinance making the annual appropriations for fiscal year 2018.

Heather Brooks reviewed this ordinance with Council, which sets forth the annual appropriations for fiscal year 2018.

Mayor Lucero opened the public hearing at 8:36 p.m. and asked for those wishing to speak on this ordinance.

David Broyles spoke regarding an analysis he prepared.

There being no one else wishing to speaking, the hearing closed at 8:43 p.m.

Council further discussed the budget as presented and the Broyles analysis.

Councilor Stefano moved, seconded by Councilor Daniel to finally adopt Ordinance No. 31-2017. The motion carried unanimously.

3. Parks and Recreation

- a. Resolution No. 23-2017 Establishing Montana Azul Park

Andy Rice presented information to Council. As identified in the 2016 City Comprehensive Plan, Alamosa, in general, has an abundance of park space as compared to industry standards/best practices. However, the southwest portion of the City was noted as lacking park space and access. The City Public Works Director was the first to suggest turning the current storm water collection areas into neighborhood park space within the growing Montana Azul subdivision. A practice common in the Southwestern United States that would serve dual public interests of storm water management and park creation. As the process begins to identify potential funding for the park, designating the space as an official park is a requirement to pursue Great Outdoors Colorado grant funding. The City intends to pursue a GOCO LPOR grant in November 2017 to complete a portion of the project.

Council further discussed this resolution.

Councilor Daniel moved, seconded by Councilor Vigil to approve Resolution No. 23-2017. The motion carried unanimously.

- b. Resolution No. 24-2017; A Resolution Supporting the Grant Application for a Local Parks and Outdoor Recreation Grant from the State Board of the Great Outdoors Colorado Trust Fund and the construction of Phase One of Montana Azul Park

Andy Rice presented information to Council. In conjunction with creating Montana Azul Park, a requirement of applying for Great Outdoor Colorado (GOCO) grant funding is a Resolution stating City Council support of the GOCO grant application. Montana Azul subdivision was first identified in the City's 2016 comprehensive plan as lacking any park space and houses a significant population of low-income residents. City Staff intends to pursue a GOCO grant of up to \$350,000 to help complete phase one of the project. Applications for the 2017-18 grant cycle are due by November 2nd, 2017.

Primary amenities include an approximately quarter mile walking track, a scholastic regulation concrete basketball court, a U12 size practice soccer/multipurpose grass field, pre-fabricated bathroom, three pavilions, two parking areas, an adaptive population accessible playground, 34 trees, and xeric and native plantings. Some low-lying areas will be kept in their current condition based on public feedback and the desire to keep some wetland (artificial) ecology.

Council further discussed this resolution.

Councilor Vigil moved, seconded by Councilor Daniel to approve Resolution No. 24-2017. The motion carried unanimously.

C. Committee Reports

Councilor Daniel reported on her attendance of the Tree Board meeting.

Councilor Hensley reported on her attendance of the Marketing Board meeting and the Rec Board meeting.

Mayor Lucero reported on his attendance of the Policy Committee meeting.

D. Staff Announcements

Heather Brooks updated Council of the following:

- \$25,000 DOLA Grant on the River Corridor received by the City.
- Meeting with La Puente Board is scheduled for November 6, 2017.
- Public Works Director search is going well.
- Promising activity in the Valley regarding Industrial HEMP, including Power Zone.

COUNCIL COMMENT

Councilor Griego thanked the Valley Courier on their work in the Meet the Candidates event, and asked about the process for searching for a new Judge.

Councilor Vigil asked staff for a history on the improvements made on the South Side. He also states that ballots have been mailed, VOTE.

Councilor Daniel stated that she appreciates the Valley Courier as well. She asked staff on the possibilities of student education and signage at the pedestrian/traffic light on 1st Street at ASU.

Councilor Hensley stated that it is Homecoming week for Adams State University.

Councilor Coleman thanks the participants at the Meet the Candidates event. He clarifies that he works with the youth in various committees and strongly discourages the use of all drugs. Marijuana issues that are on the ballot were citizen initiated and are up to the voters.

Councilor Griego asked that Council not refer to parts of the City as South Side/North Side, but instead use the Wards associated with the section of the City they are referring to. He further stated that Alamosa is one City, it does not need to be divided.

Councilor Stefano stated that he is concerned about the South side and finds it ironic that everyone knows what is going on in his ward but him.

Councilor Vigil asked for clarification on how to describe the City sections.

Mayor Lucero agreed that Council refer to the Wards.

Councilor Stefano apologized for referring to the South side as a "ghetto".

Mayor Lucero reminded Council to pick up their mail and also thanked Mark Loy and Sam Maestas for filling in. He also wanted to clarify that there is a marijuana tax question on the ballot. One can vote differently on the two items, for example, you can vote no on the marijuana issue and yes on the tax issue.

Councilor Coleman encouraged everyone to go the City website for help on figuring out the ballot issues.

ADJOURNMENT

The meeting adjourned at 9:48 p.m.

Susanna Gallegos, Deputy City Clerk

Josef P. Lucero, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Introduction of New Community Activities Manager, Jessica Jolly

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Introduction of new Recreation Specialist II Don Mendoza

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

New Library Book Bike

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Minutes of Meeting October 4, 2017

ATTACHMENTS:

Description		Type
	Minutes of Meeting October 4, 2017	Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
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October 4, 2017

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6:00 PM - Work Session: Budget

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Regular Meeting of the Alamosa City Council was called to order on the above date by Mayor Josef Lucero at 7:01 p.m. The Pledge of Allegiance was recited.

II. ROLL CALL

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

III. AGENDA APPROVAL

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

Mandy Pittman spoke in regards to the Farmer's Market.

Ruthie Brown spoke in regards to ideas for the City's budget.

Judy McNeilsmith spoke in regards to Adelante and extended an invitation to

Council for their "A Journey of Adelante" event on Friday, October 20th.

Chloe Everhart spoke to Council in regards to a game of logical fallacies.

Shanna Hobbs spoke in regards to a new non-profit organization that helps with marijuana needs called Cannabis Power

B. Follow-Up

None.

V. CONSENT CALENDAR A

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

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

C.7.a. Approve Minutes of Meeting September 20, 2017

C.8.a. Authorization for the City Manager to sign the second Purchase and Sale Agreement with Valley Land & Cattle, LLC for up to an additional 350 acre feet of historical production from the confined aquifer, up to a maximum of \$525,000.

C.2.a. Receive August, 2017 monthly financial report and August 2017, monthly expenditure report.

VI. REGULAR BUSINESS

C. Business Brought Forward by City Staff

1. Finance

- a. First Reading of Ordinance No. 31-2017, An Ordinance making the annual appropriations for fiscal year 2018.

Heather Brooks presented information to Council. This is the first reading of this ordinance which is the annual appropriations for fiscal year 2018, otherwise known as approving the budget. There have been three or four work sessions to review the budget, which includes the outside appropriations and the official CIP projects for the next five years. Ms. Brooks reviewed with Council the major changes that are listed in the proposed budget with Council.

Councilor Griego moved, seconded by Councilor Vigil to approve

Ordinance No. 31-2017 on first reading and set for a public hearing on Wednesday, October 18, 2017 or as soon thereafter as the matter may be heard. The motion carried unanimously.

- b. First Reading, Ordinance No. 32-2017 an Ordinance establishing the employee pay plan for fiscal year 2018

Heather Brooks presented information to Council. The changes made to this ordinance are that the entire plan has been shifted by 0.5% increase. There have been added changes to the FTE's that were discussed with Council during the budget work sessions. This plan establishes the pay range for all City job classifications. While Council reserves the right to amend this ordinance, the ordinance directs the City Manager to fix salaries within these ranges. Without formal Council approval the City Manager does not have authority to pay someone outside the established pay range.

Councilor Vigil moved, seconded by Councilor Stefano to approve Ordinance No. 32-2017 on first reading and set for a public hearing on Wednesday, October 18, 2017 or as soon thereafter as the matter may be heard. The motion carried unanimously.

2. Parks and Recreation

- a. Authorize the City Manager to sign a contract with the Trust for Public Lands and the San Luis Valley Local Foods Coalition for Rio Grande revitalization planning services.

Heather Brooks presented information to Council. In response to goals set forth in the City's recently completed Comprehensive Plan, the City is working with community partners (hereby referred to as the local "river coalition") such as the Farm Park, Local Foods Coalition, and Alamosa County to develop a vision and plan for revitalizing the 5-mile stretch of the Rio Grande River as it passes through our community.

One of the first steps the river coalition pursued was a grant application to the Trust for Public Land (TPL) through the SLV Local Food Coalition (SLVLFC). TPL was originally offering funding to a select group of communities through the LOR foundation for up to several million dollars. Through an extensive and laborious year-long process, Alamosa was chosen as the number one priority community for TPL to begin their work based on need, potential, and coalition strength. However, the LOR foundation and TPL decided to end their relationship and LOR sent \$100,000 to all the communities that had asked for TPL's technical assistance including Alamosa. With the \$100,000 awarded to SLVLFC, the river coalition was encouraged by

the LOR foundation to continue its relationship with TPL. The river coalition had already spent a year working with TPL and TPL had given us hours of their time learning about our community and our needs. Therefore, the river coalition re-engaged with TPL to negotiate beginning community outreach.

TPL subsequently encouraged the coalition to seek a \$25,000 Department of Local Affairs (DOLA) planning grant to support the effort. The contract would formalize the services and outcomes for TPL to provide to the City and the river coalition. This seed money is ground work for engaging community leaders and residents in revitalizing the Rio Grande. The contract provided is not the contract the City would sign as the City Attorney has identified several needed changes, but the contract in essence is similar to what would be finalized.

Councilor Vigil moved, seconded by Councilor Stefano to authorize the City Manager to sign a contract for services with the Trust for Public Lands and the Local Foods Coalition for Rio Grande revitalization planning services. The motion carried unanimously.

3. City Manager/Legal

- a. Public Hearing and Second Reading, Ordinance No. 29-2017, an ordinance establishing a temporary moratorium on the establishment of medical and retail marijuana stores through May 1, 2018.

Heather Brooks reviewed this ordinance with City Council. This ordinance establishes a temporary moratorium if either of the two ballot questions are to pass in November. There are two questions: one related to retail and medical marijuana. This ordinance was reviewed with Council in depth on first reading at their regular meeting on September 20, 2017.

Mayor Lucero opened the public hearing at 7:41 p.m. and asked for those wishing to speak on this ordinance.

Diana Hall introduced herself and shared her story related to marijuana with Council.

David Broyles spoke in support of the moratorium.

Chloe Everhart spoke in regards to logical fallacies and the effect a moratorium has on medical marijuana patients.

Terry Smith spoke in support of the moratorium.

Shanna Hobbs spoke in regards to shortening the moratorium.

Melanie Garcia spoke in regards to the taxes from marijuana and also

asked what the city would want to see from the dispensaries if marijuana is allowed.

Ruthie Brown spoke in regards to shortening the moratorium and allowing marijuana.

Justin Madrid spoke in opposition of the moratorium and in support of allowing dispensaries.

There being no one else wishing to speak, the hearing closed at 8:15 p.m.

Council further discussed this item.

Council Daniel stated she appreciates everyone who came up and spoke today. She also stated that she feels that this moratorium makes sense since it is not allowed in the City currently but also does agree that if the necessary changes to the zoning code regulating marijuana can get done sooner, then it should.

Councilor Stefano echoed Councilor Daniel's comments.

Councilor Hensley does agree that if the retail and medical marijuana does pass, then this is something that should be prioritized.

Councilor Vigil asked for clarification of the ballot question regarding the tax. Counselor Schwiesow stated that the taxes do not become imposed unless the ballot questions concerning the marijuana stores become allowed. If the stores are approved by the voters, then during the moratorium, Council will discuss and implement regulations.

Councilor Vigil also agreed with Councilor Daniel and Councilor Hensley.

Councilor Griego thanked everyone who came out to speak both for or against this ordinance.

Councilor Coleman stated that at this time with the limited information at this time, this is what is best and not much that City Council can do. Anything worth doing is worth doing right.

Mayor Lucero stated that municipalities have a duty to analyze and positively reflect on cannabis through effective governance. This moratorium is that vehicle and responsible representation in due diligence, which falls not only on City Council but also on staff as well.

Councilor Griego moved, seconded by Councilor Stefano to finally adopt Ordinance No. 29-2017. The motion carried unanimously.

D. Committee Reports

Councilor Daniel stated the Tree Board has postponed their meeting to the 11th so she will have an update at the next council meeting.

Councilor Hensley spoke in regards to the Marketing Board meeting and the Golf Board meeting she has attended.

Councilor Vigil spoke in regards to the Library Board meeting, the Rio Grande Farm Park, and also the School Board meeting he attended. He also asked for help on being able to attend the meetings where the Rio Grande Farm Park and the Library Board conflict. Councilor Daniel stated she would be able to help out. Council discussed which member were originally the main member and the alternate. It was determined that Council Stefano was the alternate and Council asked if he'd be able to attend these meetings. Councilor Stefano confirmed and Councilor Daniel instead became the alternate of the Library Board.

Mayor Lucero spoke in regards to update on the Housing Authority. He also stated that he will be attending the Policy Committee later this month.

E. Staff Announcements

Heather Brooks updated Council of the following:

- October 16th is the Meet the Candidates Forum
- October 25th is the work session scheduled for Temporary Outdoor Sales & Licensing.
- Work Session for LEAD Program and Application set for October 11th.
- Joint work session with the Golf Board to be possibly set for November 1st.
- She attended the Boys and Girl's Club Art Gala on Saturday.
- The City is looking into installing Panic Buttons in the Library, Front Counters and at the Rec Center.
- Lean In Lunch is Thursday, October 12th which is featuring Councilor Hensley.

Chief Oakes updated Council on the E-Citations program.

Pat Steenburg updated Council with some construction updates.

COUNCIL COMMENT

Councilor Daniel stated that she attended both the Oktobrufest and the Boys and Girls Club Art Gala events this past weekend.

Councilor Vigil spoke in regards to concerns with Council Candidates.

Councilor Coleman also attended the past weekend's events and stated that they were successful events.

EXECUTIVE SESSIONS

1. Executive session pursuant to C.R.S. 24-6-402(4)(e)(I) to determine positions, develop strategies, and instruct negotiators concerning development of the Pink Elephant parcel.

Councilor Vigil moved, seconded by Councilor Daniel to move into executive session (8:49 p.m.) pursuant to C.R.S. §24-6-402(4)(f). the motion carried unanimously.

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

ADJOURNMENT

The meeting adjourned immediately after the executive session.

Holly C. Martinez, City Clerk

Josef P. Lucero, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive September 2017 Monthly Reports

ATTACHMENTS:

Description		Type
📎	September 2017 Monthly Reports	Reports

COUNCIL COMMUNICATION

DATE October 18, 2017	AGENDA NO.C. 8. a	SUBJECT: City Manager Monthly Report for September 2017
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.

September 2017 Report

- Held weekly meetings with the Mayor and City Clerk
- Held weekly Leadership Team meetings
- Attended Council Work Sessions and Meetings
- Attended the PAD & Growing Readers Together Open House
- Met with staff to review the 2018 budget
- Monthly meeting with Councilor Vigil
- Attended the Early Iron Picnic
- Met with ASU students for the Health Sector internship
- Held weekly Economic Development meetings
- Attended the SW Park Concept Neighborhood meeting
- Grizzly Club Board meeting and lunches
- Monthly meeting with Councilor Coleman
- Held Supervisor Check In/Debrief meetings with HR manager
- Met with Dr. McClure
- Attended the SLV Economic Summit follow up meeting
- Attended meetings on the LEAD program
- Monthly meeting with Councilor Griego
- Met with staff to review the P&R CIP
- Attended Council's Morning Kick-Off for Colorado's Cities and Towns Week
- Monthly meeting with IT Director
- Monthly meeting with Councilor Vigil
- Met with Finance Director to review 10 year projections
- Met with La Puente staff to discuss community concerns and partnership opportunities
- Met with Ashley Valdez from Xcel Energy
- Met with staff to review Community Correction proposal
- Attended the Valley Initiative Partnership (VIP) meetings
- Attended the Local Foods, Local Places Workshop
- Attended meeting with TPL regarding the river corridor
- Held Department Head Check-In/Debrief with HR Manager

- Participated in the Stephanie K. Miner Walk
- Monthly meeting with Councilor Daniel
- Attended the CML District 8 meeting
- Attended the monthly ACEDC Board meeting
- Attended the TSJC Advisory Council Retreat
- Attended Library Board
- Attended the La Puente Public Forum during HOPE Week
- Attended the SLV Broadband meeting
- Met with ASU staff to discuss VIP & Economic Impact Study
- Held Healthcare Sector Partnership meetings
- Attended the Chamber Octobrufest
- Attended the Boys & Girls Club Fall Gala & Auction

City of Alamosa
Monthly Activities Report
September 2017
Public Works Department

Streets: The Street Department completed blading gravel roads. Normal daily sweeping operations were conducted. Downtown light outages were repaired. Repaired and patched open cuts and soft spots. Painted centerlines. Patched 138 potholes. Milled Second Street sewer trench as needed for RMS Utilities. Hauled brush and glass for recycling. Repaired multiple signs. Worked piles at the 20th St. yard. Assisted Parks and Rec with tent setup and removal multiple times. Conducted road closures and parade traffic control for Early Iron. Conducted road closure on 4th St. for Society Hall event. Worked with contractors on First St. project as needed. Backfilled curb on First St. project. Saw cut all ends of First Street project prior to paving. Cleaned plugged inlets. Backfilled sidewalk and curb at Mullins Ave. and First United Methodist Church and began landscape rock. Removed trees from Multi Use Pavilion/Ice Rink build area.

Solid Waste: Commercial waste hauled totaled 305 T.; residential waste hauled totaled 174 T. Eight special pick-ups were completed. Six toters were delivered. Twelve toters were repaired and three dumpsters.

Recycling: A total of 67 bales of various materials were made. Eighty bales (52.31 T.) were shipped. A total of 7.6 tons of glass were made. Land fill savings totaled \$894.50. Three yard waste containers were delivered.

Building Inspection: Fourteen building permits were issued for a total valuation of \$383,120.33. Building permit fees totaled \$2,997.50 and construction use tax totaled \$2,503.70. Plan review fees totaled \$281.26. A total of 52 various inspections were conducted. Three general contractor licenses were issued. There were two certificates of occupancy issues for multi-family dwellings (duplexes) and one for a single family dwelling.

Water: There were 68 re-reads on water meters, 20 meters checked for leaks. Turn on/ turn offs and occupant changes totaled 35. Eleven meters were swapped out, fifteen curb stops cleaned out. Four new water services were installed. Two valve boxes were raised, replaced. Two meter boxes were repaired. Bac T. and all routine testing completed. Assisted with water removal from streets after storms. Continued with located for fiber optic project for Blanca Phone Co. Continued with flushing dead end lines.

Wastewater: Total discharge for the month was 39.81 million gallons. All monthly testing was performed. Assisted with WTP tours. Sprayed down the storage room and the headworks. Attended class given by Colorado Rural Water. Ordered & received oil for screw pumps. A broken chain was repaired on basin #2. Assisted with potholing on First St. Called out after hours for storm water not draining. Helped Water Dept. with a water main break on Price Ave.; also helped with locates and Bac-T testing. Attended health insurance meeting. Worked on net DMR for August and the third quarter.

Sewer: Five new sewer services were installed. The camera truck was utilized at the landfill to film drainage line. Lift stations were cleaned at West 7th, Monroe, Tremont, West 11th and Riverwood. Four manholes were cleaned out. Sixty nine sanitary sewers were inspected; eight unplugged. Ten sewers were checked at customer's requests. There were eight call outs after hours.

East Alamosa: There were two call outs after hours, three sanitary sewers checked for plugs. Cleaned Price and Sunnyside lift stations. Removed 3" valve on Curtis and McQuerry that was broken due to water main repair. Worked on bad order MXU's on meters. Completed locates for REC, and Blanca Phone Co. Water supplied to East Alamosa was 6,063,091 gallons.

Alamosa Fire Department

Department Report for September 2017

The Alamosa Fire Department responded to 53 calls within the City Limits and 13 calls outside the City Limits. In addition to paged fire calls, Officers also responded to an additional 5 calls.

City Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date
2017	53*	390
2016	74**	361

* Includes 33 Airport Flight Standbys ** includes 53 Airport Flight Standbys

Inspections

9 Commercial Building inspections were performed

Fire Prevention/Station Tours

The Department hosted four station tours

Training:

Firefighters logged a combined total 74 hours of in house training during the month.

ALAMOSA

Incident Type Report (Summary)

Alarm Date Between {09/01/2017} And
{09/30/2017} and Station = "1"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	1.89%	\$53,000	98.14%
113 Cooking fire, confined to container	1	1.89%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	1.89%	\$1,000	1.85%
	3	5.66%	\$54,000	100.00%
3 Rescue & Emergency Medical Service Incident				
322 Motor vehicle accident with injuries	2	3.77%	\$0	0.00%
351 Extrication of victim(s) from building/structure	1	1.89%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	1.89%	\$0	0.00%
	4	7.55%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	1.89%	\$0	0.00%
424 Carbon monoxide incident	1	1.89%	\$0	0.00%
463 Vehicle accident, general cleanup	4	7.55%	\$0	0.00%
	6	11.32%	\$0	0.00%
5 Service Call				
551 Assist police or other governmental agency	1	1.89%	\$0	0.00%
552 Police matter	1	1.89%	\$0	0.00%
571 Cover assignment, standby, moveup	33	62.26%	\$0	0.00%
	35	66.04%	\$0	0.00%
7 False Alarm & False Call				
736 CO detector activation due to malfunction	1	1.89%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	2	3.77%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	1.89%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	1.89%	\$0	0.00%
	5	9.43%	\$0	0.00%

Total Incident Count: 53

Total Est Loss:

\$54,000

COUNCIL COMMUNICATION

DATE October 2, 2017	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for September 2017
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

September 2017 Report

- Worked with Performed Fiber Locates at the Water Treatment Plant for the incoming fiber from SLVREC, and provided Fiber Locates at the new Parks/Cemetery building. We also provided Fiber Locates at the new Multi Use facility.
- Worked with the contractor that placed the fiber between the Rec Center and Streets/Fleet to move the fiber out of the way for the new Multi Use facility. This move was necessary to facilitate the foundation of the new Multi Use facility. During the time the fiber was offline, IT provided temporary wireless service to the Streets/Fleet departments.
- Worked with contractor to reinstall the fiber at the Alamosa Family Recreation Center and then had the fiber spliced. The network connection to the City Fleet and Streets departments has been re-established.
- Attended a webinar introducing Fortinet firewall systems for possible replacement of existing firewall systems.
- Performed 3 firmware upgrades on the primary Storage Area Network (SAN) system. This is the primary storage system for the entire City. The new firmware is required in order to support newer storage technologies. These upgrades were performed with minimal down time on the network.
- Met with our new Digital Ally rep Curt Reynolds. We have discussed our ongoing technical issues with him.
- Technician Brandon Gallegos attended ITIL Training and passed his (Information Technology Infrastructure Library) ITIL certification exam. The Foundation exam is the entry level **certification** and offers a general awareness of the key elements, concepts and terminology used in the **ITIL**® service lifecycle, including the links

between lifecycle stages, the processes used and their contribution to service management practices.

- Attended the Kids Link Colorado meeting regarding Erate bandwidth opportunities for school districts and libraries.
- Attended a meeting with the Gunnison IT department regarding their current and planned fiber infrastructure builds and funding sources for said builds.
- Attended the Quarterly Broadband Town Hall meeting in Gunnison. This meeting brought together the Department of Local Affairs, the Office of Economic Development and International Trade, the Department of Regulatory Agencies, and the Public Utilities Commission to discuss possible uses of grant funds available throughout the state to further broadband development.
- Attended a meeting with Tyler Technologies to set the schedule for our upgrade of Cashiering and Accounts Receivable to version 10. This is a portion of the multiple year upgrade we have been working with Tyler Technologies to accomplish for our Incode product.
- Worked with Viaero and our Chief of Police to change our current system of flip phones and hotspots for the Alamosa PD to a military specified data phone with a FLIR camera system. The new combined system allows all officers to utilize a city owned data phone as a hotspot, FLIR camera, and phone at an annual savings of \$5000.00 over the previous system. These new phones have been received and inventoried. IT has been working to establish Mobile Device Management (MDM) on the phones prior to converting to the new system.
- IT has worked with SLVREC to establish a fiber connection to their network. This connection will allow us to build a redundant connection to the internet for the entire city.
- 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:

- As the acting LASO (Local Agency Security Officer) for both the Monte Vista Police Department and the Monte Vista City Clerks, IT performed a security audit of both departments. With the implementation a few security related policies, the City of Monte Vista has passed it's CJIS Security Audit for 2017.
- IT replaced the failed camera at the front desk area. Total expenditure was \$158.00.
- Met with the City Manager and Finance Director to establish the initial 2018 IT budget for the City of Monte Vista.
- Installed software to measure the use of our printers. This software will relate our monthly printer usage to Gobins. With this information in place Gobins may be able to reduce our annual cost on maintenance and toner costs.
- Update firmware on all our firewall systems. These quarterly updates ensure our network perimeter remains as protected as possible from possible cyber attacks.

- Updated our backup server to send alerts whenever backups complete or fail. These alerts help ensure backups are being properly completed.
- Technician Brandon Gallegos attended ITIL Training and passed his (Information Technology Infrastructure Library) ITIL certification exam. The Foundation exam is the entry level **certification** and offers a general awareness of the key elements, concepts and terminology used in the **ITIL**® service lifecycle, including the links between lifecycle stages, the processes used and their contribution to service management practices.
- Attended the annual City of Monte Vista open house.
- Replaced the NDE lock in the Police lobby. The lock was resetting. According to the manufacturer, they believe the problem with the lock was due to the magnetic door holders. We have ensured the magnetic door holder is no longer in use and replaced the lock. We will continue to monitor the lock for further malfunction.
- Performed an update to caselle. With notice from caselle, we were able to plan an update to the system during non business hours.
- Troubleshoot an internet outage at Kids Connection. Seemed to be related to the firewall not liking a static IP assignment from CenturyLink. The connection was re-established within 4 hours of the reported incident.
- Diagnosed a long-standing issue with the City Clerk's computer intermittently losing video to both monitors. This issue appears to be related to a windows 7 to 10 upgrade.
- Trained Azarel on the Allegion NDE System. This cross training insures the continuity of the lock system beyond individual employees.
- Setup new email accounts, computer access, and software accounts for the new Chief of Police and employees as necessary.
- IT was given the task to review an online Human Resource and recruiting system. Upon further analysis, IT determined at for approximately \$1000.00 a year more, we could provide a world class Human Resource and recruiting system along with replacing our inhouse payroll system with the number one rated payroll processing company in the USA. After a demo for HR, Finance and the City Manager, the decision was made to move HR, Recruiting, and Payroll functions to ADP. We are in the process of completing that task now. The City of Alamosa donated electronic time clocks that were compatible with the ID cards used at the City.
- Recorded the City Council meeting of 9/7/17 and placed the recording on YouTube.
- Recorded the City Council meeting of 9/21/17 and placed the recording on YouTube.
- Sent out monthly Phishing and Virus reports to all network users.
- Performed patch services on all existing servers. This monthly patching helps protect our servers from known vulnerabilities.

City of Alamosa: All Tickets
List of all tickets (70 items)
Generated on Oct 02, 2017 @ 07:56 am

Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
4804	jwebb@ci.alamosa.co.us	Posts for the Website	pcl154	09-01-2017 @ 08:19 am	09-01-2017 @ 09:06 am	closed	Med	< 1 day
4805	jwebb@ci.alamosa.co.us	Art Voting on Website	pcl154	09-01-2017 @ 10:17 am	09-05-2017 @ 10:38 am	closed	Med	4 days
4806	ahaslett@ci.alamosa.co.us	Requested contact from an individual who has a monitoring system	172.16.2.96	09-01-2017 @ 01:37 pm	09-01-2017 @ 04:11 pm	closed	Med	< 1 day
4807	smaestas@ci.alamosa.co.us	Reprogram Camera Unit #	staff8	09-01-2017 @ 03:03 pm	09-01-2017 @ 04:11 pm	closed	Med	< 1 day
4808	amckinley@ci.alamosa.co.us	Please remove	mdl4	09-01-2017 @ 03:30 pm	09-01-2017 @ 03:36 pm	closed	Med	< 1 day
4809	jwebb@ci.alamosa.co.us	zoning draft for the website	pcl154	09-05-2017 @ 08:53 am	09-06-2017 @ 08:34 am	closed	Med	< 1 day
4810	sgallegos@ci.alamosa.co.us	SKYPE INSTALLATION	mdt-8	09-05-2017 @ 09:52 am	09-05-2017 @ 11:13 am	closed	Med	< 1 day
4811	swahi@ci.alamosa.co.us	Carlson Update	pcl227	09-06-2017 @ 08:37 am	09-07-2017 @ 09:42 am	closed	Med	1 day
4812	staylor@ci.alamosa.co.us	Hotspot for laptop	md7	09-06-2017 @ 09:50 am	09-11-2017 @ 08:34 am	closed	Med	4 days
4813	jscott@ci.alamosa.co.us	minutes for posting Planning Commission	pcl093	09-06-2017 @ 04:36 pm	09-07-2017 @ 09:50 am	closed	Med	< 1 day
4814	amckinley@ci.alamosa.co.us	Please add	mdl4	09-07-2017 @ 08:12 am	09-07-2017 @ 10:51 am	closed	Med	< 1 day
4815	jboyd@ci.alamosa.co.us	Star TSPI00 Non-Responsive	md9	09-07-2017 @ 11:39 am	09-07-2017 @ 02:06 pm	closed	Med	< 1 day
4816	jjolly@ci.alamosa.co.us	Diamond Scheduler for Don's Computer	md3	09-07-2017 @ 02:23 pm	09-08-2017 @ 08:51 am	closed	Med	< 1 day
4817	arice@ci.alamosa.co.us	Auction request - Bucking Chutes		09-08-2017 @ 09:31 am	09-11-2017 @ 03:27 pm	closed	Med	3 days
4818	staylor@ci.alamosa.co.us	Website and Google Analytics statistics	md7	09-08-2017 @ 10:59 am	09-11-2017 @ 04:33 pm	closed	Med	3 days
4819	amckinley@ci.alamosa.co.us	Wrong date please change	mdl4	09-08-2017 @ 01:27 pm	09-08-2017 @ 02:08 pm	closed	Med	< 1 day
4820	jwebb@ci.alamosa.co.us	Friday Update	pcl154	09-08-2017 @ 01:31 pm	09-08-2017 @ 02:11 pm	closed	Med	< 1 day
4821	sgallegos@ci.alamosa.co.us	ADD DOCKET TO WEB PAGE	mdt-8	09-08-2017 @ 01:57 pm	09-08-2017 @ 02:15 pm	closed	Med	< 1 day
4822	bpichon@ci.alamosa.co.us	Car 3 dash cam / body cam 3	pcl126	09-09-2017 @ 09:53 pm	09-25-2017 @ 03:26 pm	closed	Med	15 days

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
4823	jwebb@ci.alamosa.co.us	New Intern	pcl154	09-11-2017 @ 08:44 am	09-11-2017 @ 03:02 pm	closed	Med	< 1 day
4824	rstrand@ci.alamosa.co.us	Library slip printer	mdl6	09-11-2017 @ 09:04 am	09-11-2017 @ 09:45 am	closed	Med	< 1 day
4825	lmontano@ci.alamosa.co.us	online docket	pcl052	09-11-2017 @ 09:41 am	09-11-2017 @ 09:48 am	closed	Med	< 1 day
4826	jwebb@ci.alamosa.co.us	Pre	pcl154	09-11-2017 @ 12:17 pm	09-11-2017 @ 03:02 pm	closed	Med	< 1 day
4827	jwebb@ci.alamosa.co.us	Press release	pcl154	09-11-2017 @ 12:18 pm	09-11-2017 @ 03:27 pm	closed	Med	< 1 day
4828	jjolly@ci.alamosa.co.us	CH. 10 Update	md3	09-12-2017 @ 11:06 am	09-12-2017 @ 01:37 pm	closed	Med	< 1 day
4829	agarcia@ci.alamosa.co.us	DASH CAM VIDEO	pcl199	09-12-2017 @ 12:49 pm	09-13-2017 @ 11:24 am	closed	Med	< 1 day
4830	jkelloff@ci.alamosa.co.us	change to finance travel form	md2	09-12-2017 @ 02:41 pm	09-12-2017 @ 03:49 pm	closed	Med	< 1 day
4831	mabeyta@ci.alamosa.co.us	NEED TRAINING CENTER/WATER ACCESS		09-13-2017 @ 01:55 pm	09-15-2017 @ 03:02 pm	closed	Med	2 days
4832	jjolly@ci.alamosa.co.us	Kylie Duarte	md3	09-14-2017 @ 04:47 pm	09-18-2017 @ 10:11 am	closed	Med	3 days
4833	arice@ci.alamosa.co.us	Library cameras	staffd-8	09-15-2017 @ 09:12 am	09-15-2017 @ 09:37 am	closed	Med	< 1 day
4834	mmartinson@ci.alamosa.co.us	Library cameras	md9	09-15-2017 @ 09:12 am	09-15-2017 @ 09:37 am	closed	Med	< 1 day
4835	jbelknap@ci.alamosa.co.us	Updated Park Permit Form		09-15-2017 @ 11:01 am	09-18-2017 @ 04:45 pm	closed	Med	3 days
4836	kvangieson@ci.alamosa.co.us	Incode	pcl203	09-15-2017 @ 11:37 am	09-18-2017 @ 08:48 am	closed	Med	2 days
4837	ahaslett@ci.alamosa.co.us	Membership Cards	l72.16.2.96	09-15-2017 @ 12:56 pm	09-15-2017 @ 03:01 pm	closed	Med	< 1 day
4838	elopez@ci.alamosa.co.us	Cameras	pcl199	09-16-2017 @ 12:05 pm	09-20-2017 @ 09:24 am	closed	Med	3 days
4839	arice@ci.alamosa.co.us	bid inquiry		09-18-2017 @ 09:56 am	09-18-2017 @ 10:11 am	closed	Med	< 1 day
4840	hmartinez@ci.alamosa.co.us	Channel 191	pcl134	09-18-2017 @ 01:59 pm	09-18-2017 @ 02:04 pm	closed	Med	< 1 day
4841	sgallegos@ci.alamosa.co.us	Add Docket to Web Page	mdt-8	09-18-2017 @ 02:34 pm	09-18-2017 @ 03:21 pm	closed	Med	< 1 day
4842	mabeyta@ci.alamosa.co.us	Library entry doors		09-19-2017 @ 07:07 am	09-19-2017 @ 07:35 am	closed	Med	< 1 day
4843	dmendoza@ci.alamosa.co.us	Recpro	mdt-10	09-19-2017 @ 08:55 am	09-19-2017 @ 09:18 am	closed	Med	< 1 day
4844	jwebb@ci.alamosa.co.us	News release	pcl154	09-19-2017 @ 11:12 am	09-19-2017 @ 11:33 am	closed	Med	< 1 day
4845	jboyd@ci.alamosa.co.us	New ID Badge and plastic cover, please	md9	09-19-2017 @ 12:59 pm	09-20-2017 @ 08:50 am	closed	Med	< 1 day

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
4846	swahi@ci.alamosa.co.us	ArGIS Pro update	pcl227	09-20-2017 @ 08:05 am	09-20-2017 @ 08:50 am	closed	Med	< 1 day
4847	jwebb@ci.alamosa.co.us	Press release	pcl154	09-20-2017 @ 08:11 am	09-20-2017 @ 08:28 am	closed	Med	< 1 day
4848	jwebb@ci.alamosa.co.us	Pre	pcl154	09-21-2017 @ 08:07 am	09-21-2017 @ 08:29 am	closed	Med	< 1 day
4849	jwebb@ci.alamosa.co.us	Press release	pcl154	09-21-2017 @ 08:07 am	09-21-2017 @ 08:23 am	closed	Med	< 1 day
4850	lmontano@ci.alamosa.co.us	online docket	pcl052	09-21-2017 @ 08:24 am	09-21-2017 @ 08:29 am	closed	Med	< 1 day
4851	jscott@ci.alamosa.co.us	Paul Henry's id card	pcl093	09-21-2017 @ 09:31 am	09-22-2017 @ 09:06 am	closed	Med	< 1 day
4852	jjolly@ci.alamosa.co.us	Fillable pdf	md3	09-21-2017 @ 04:37 pm	09-25-2017 @ 08:54 am	closed	Med	3 days
4853	sarchuleta@ci.alamosa.co.us	Panic Button	pcl104	09-22-2017 @ 09:36 am	09-25-2017 @ 01:37 pm	closed	Med	3 days
4854	jwebb@ci.alamosa.co.us	Press release	pcl154	09-22-2017 @ 01:13 pm	09-22-2017 @ 01:59 pm	closed	Med	< 1 day
4855	jwebb@ci.alamosa.co.us	Friday Update	pcl154	09-22-2017 @ 01:44 pm	09-22-2017 @ 02:13 pm	closed	Med	< 1 day
4856	lmontano@ci.alamosa.co.us	update online docket	pcl052	09-22-2017 @ 03:57 pm	09-22-2017 @ 04:48 pm	closed	Med	< 1 day
4857	sarchuleta@ci.alamosa.co.us	Panic Button	pcl104	09-25-2017 @ 09:17 am	09-25-2017 @ 03:22 pm	closed	Med	< 1 day
4858	jwebb@ci.alamosa.co.us	Pre	pcl154	09-25-2017 @ 11:15 am	09-25-2017 @ 01:37 pm	closed	Med	< 1 day
4859	jwebb@ci.alamosa.co.us	Press release	pcl154	09-25-2017 @ 11:16 am	09-25-2017 @ 01:37 pm	closed	Med	< 1 day
4860	pgarcia@ci.alamosa.co.us	Difficulties at library assistant desk	md9	09-25-2017 @ 11:20 am	09-25-2017 @ 04:08 pm	closed	Med	< 1 day
4861	jbelknap@ci.alamosa.co.us	Email updates		09-25-2017 @ 02:28 pm	09-25-2017 @ 03:21 pm	closed	Med	< 1 day
4862	jbelknap@ci.alamosa.co.us	please remove me from your press release emails.		09-25-2017 @ 02:28 pm	09-25-2017 @ 03:20 pm	closed	Med	< 1 day
4863	martinez@ci.alamosa.co.us	9/29 Reimage Library Assistant PC		09-25-2017 @ 04:12 pm		open	Med	6 days
4864	jscott@ci.alamosa.co.us	PC/ZBA agenda	pcl093	09-25-2017 @ 04:18 pm	09-27-2017 @ 08:23 am	closed	Med	1 day

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Ticket #	Created By(Email)	Summary	Related to	Create Date	Close Date	Status	Priority	Days Open
4865	jbelknap@ci.alamosa.co.us	email list		09-26-2017 @ 06:43 am	09-26-2017 @ 04:57 pm	closed	Med	< 1 day
4866	jkelloff@ci.alamosa.co.us	ADD FORMS TO FINANCE FORMS ON HOME PAGE	md2	09-26-2017 @ 10:41 am	09-27-2017 @ 09:35 am	closed	Med	< 1 day
4867	bbertsch@ci.alamosa.co.us	All cars log in with my terminal bbertsch	pcll99	09-26-2017 @ 11:20 am	09-27-2017 @ 09:23 am	closed	Med	< 1 day
4868	jjolly@ci.alamosa.co.us	Customer's Web Account	md3	09-26-2017 @ 04:35 pm	09-27-2017 @ 09:07 am	closed	Med	< 1 day
4869	jscott@ci.alamosa.co.us	PC/ZBA meeting	pcl093	09-26-2017 @ 05:00 pm	09-27-2017 @ 04:33 pm	closed	Med	< 1 day
4870	bbertsch@ci.alamosa.co.us	PASSWORD NOT WORKING/NO BODY CAM	pcll99	09-28-2017 @ 02:59 am	09-28-2017 @ 08:36 am	closed	Med	< 1 day
4871	bpichon@ci.alamosa.co.us	PD Car 3	pcll99	09-28-2017 @ 12:03 pm		open	Med	3 days
4872	sgallegos@ci.alamosa.co.us	ADD DOCKET TO WEB PAGE	mdt-8	09-28-2017 @ 02:46 pm	09-28-2017 @ 02:49 pm	closed	Med	< 1 day
4873	mabeyta@ci.alamosa.co.us	David- Spiceworks and Computer log in access		09-29-2017 @ 01:19 pm	09-29-2017 @ 02:29 pm	closed	Med	< 1 day



Device Activity Report

Report Generation Info

Date Created:

10/02/2017 7:55 AM

Created By:

jbelknap

Machine Name:

PC1156

	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
Total	1246	100%	53	4%	546	44%	271	22%	2	0%	369	30%	5	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
Car Unit 3	126	10%	32	25%	51	40%	8	6%	0	0%	33	26%	2	2%
Car Unit 17	87	7%	0	0%	68	78%	14	16%	0	0%	5	6%	0	0%
Bodycam Unit 17	82	7%	4	5%	0	0%	5	6%	0	0%	73	89%	0	0%
Bodycam Unit 10	70	6%	2	3%	0	0%	10	14%	0	0%	58	83%	0	0%
Car Unit 10	67	5%	0	0%	54	81%	8	12%	0	0%	5	7%	0	0%
Car Unit 2	62	5%	0	0%	55	89%	5	8%	2	3%	0	0%	0	0%
Bodycam Unit 8	62	5%	0	0%	0	0%	8	13%	0	0%	54	87%	0	0%
Car Unit 8	61	5%	0	0%	48	79%	6	10%	0	0%	7	11%	0	0%
Car Unit 21	56	4%	0	0%	52	93%	4	7%	0	0%	0	0%	0	0%
Car Unit 7	52	4%	0	0%	48	92%	4	8%	0	0%	0	0%	0	0%
Car Unit 4	49	4%	0	0%	29	59%	6	12%	0	0%	14	29%	0	0%
Car Unit T2-23	43	3%	0	0%	35	81%	4	9%	0	0%	4	9%	0	0%
Bodycam Unit 3	43	3%	3	7%	0	0%	13	30%	0	0%	27	63%	0	0%
Bodycam Unit 23	42	3%	2	5%	0	0%	12	29%	0	0%	28	67%	0	0%
Bodycam Unit 4	28	2%	0	0%	0	0%	27	96%	0	0%	1	4%	0	0%
Bodycam Unit 11	27	2%	0	0%	0	0%	9	33%	0	0%	18	67%	0	0%
Car Unit 19	27	2%	0	0%	27	100%	0	0%	0	0%	0	0%	0	0%
Bodycam Unit 7	26	2%	1	4%	0	0%	25	96%	0	0%	0	0%	0	0%
Bodycam Unit 12	24	2%	0	0%	0	0%	10	42%	0	0%	14	58%	0	0%
Bodycam Unit 18	18	1%	0	0%	0	0%	18	100%	0	0%	0	0%	0	0%
Car Unit T1-12	18	1%	0	0%	11	61%	2	11%	0	0%	4	22%	1	6%
Car Unit 15	17	1%	0	0%	17	100%	0	0%	0	0%	0	0%	0	0%
Bodycam Unit 65	17	1%	1	6%	0	0%	16	94%	0	0%	0	0%	0	0%
Car Unit 14	15	1%	0	0%	15	100%	0	0%	0	0%	0	0%	0	0%
Bodycam Unit 63	14	1%	0	0%	0	0%	14	100%	0	0%	0	0%	0	0%
Car Unit 6	14	1%	0	0%	4	29%	1	7%	0	0%	9	64%	0	0%
Car Unit 65	14	1%	0	0%	4	29%	3	21%	0	0%	7	50%	0	0%
Bodycam Spare	13	1%	0	0%	0	0%	13	100%	0	0%	0	0%	0	0%
Bodycam Unit 19	12	1%	1	8%	0	0%	11	92%	0	0%	0	0%	0	0%
Car Unit 16	12	1%	7	58%	4	33%	0	0%	0	0%	0	0%	1	8%
Car Unit 18	10	1%	0	0%	7	70%	1	10%	0	0%	1	10%	1	10%
Car Unit 63	8	1%	0	0%	7	88%	1	13%	0	0%	0	0%	0	0%
Bodycam Unit 16	8	1%	0	0%	0	0%	8	100%	0	0%	0	0%	0	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink		Wireless Microphone	
Car Unit 5	6	0%	0	0%	5	83%	1	17%	0	0%	0	0%	0	0%
Bodycam Unit 24	4	0%	0	0%	0	0%	0	0%	0	0%	4	100%	0	0%
Car Unit 24	4	0%	0	0%	4	100%	0	0%	0	0%	0	0%	0	0%
Bodycam Unit 13	3	0%	0	0%	0	0%	2	67%	0	0%	1	33%	0	0%
Car Unit T1-13	2	0%	0	0%	1	50%	0	0%	0	0%	1	50%	0	0%
Bodycam Unit 2	2	0%	0	0%	0	0%	2	100%	0	0%	0	0%	0	0%
Bodycam Unit 5	1	0%	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%

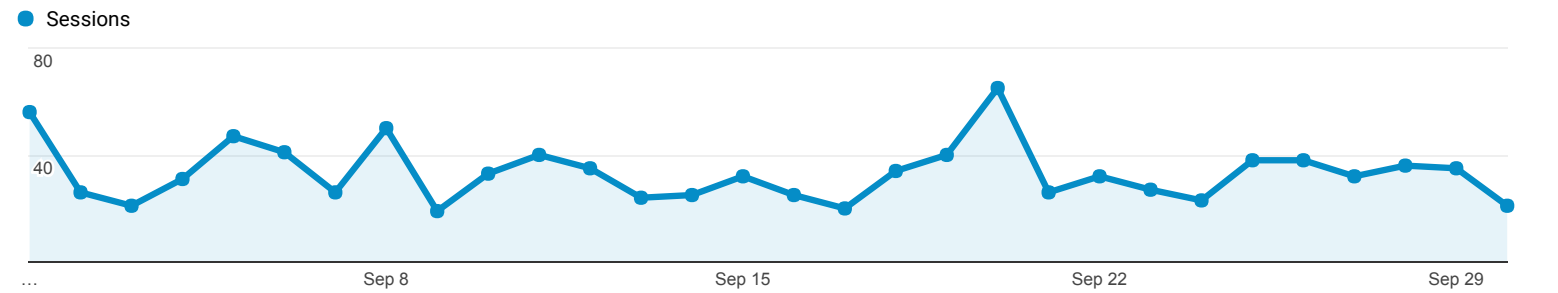


Audience Overview

 All Users
100.00% Sessions

Sep 1, 2017 - Sep 30, 2017

Overview



Sessions

998



Users

660



Pageviews

2,098



Pages / Session

2.10



Avg. Session Duration

00:01:29



Bounce Rate

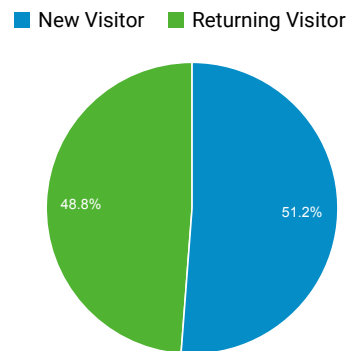
63.03%



% New Sessions

51.20%





Language		Sessions	% Sessions
1.	en-us	933	93.49%
2.	en-gb	45	4.51%
3.	en	3	0.30%
4.	el	2	0.20%
5.	ja	2	0.20%
6.	ru-ru	2	0.20%
7.	de	1	0.10%
8.	de-de	1	0.10%
9.	en-au	1	0.10%
10.	es	1	0.10%

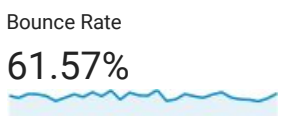
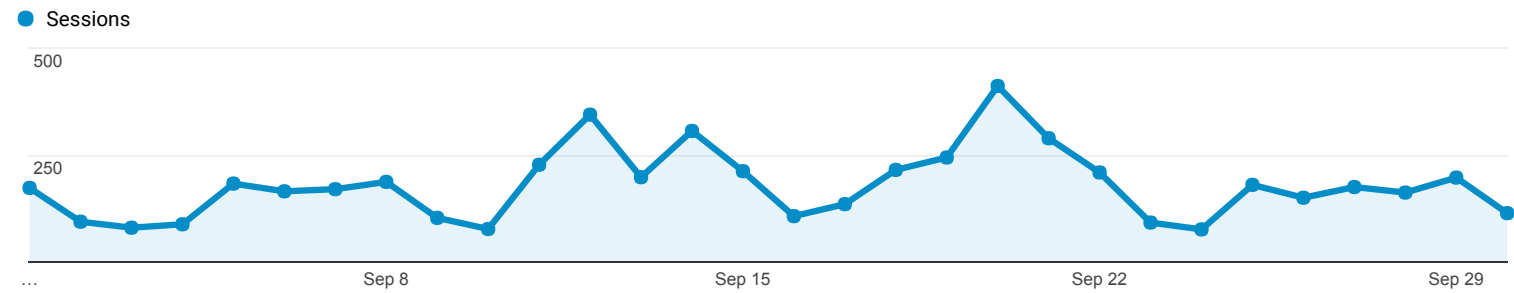


Audience Overview

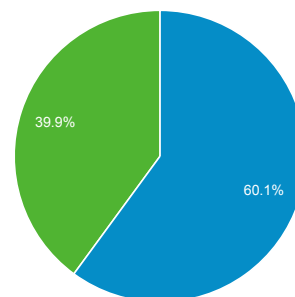
All Users
100.00% Sessions

Sep 1, 2017 - Sep 30, 2017

Overview



New Visitor Returning Visitor



Language		Sessions	% Sessions
1.	en-us	5,149	96.01%
2.	fr-fr	96	1.79%
3.	en-gb	41	0.76%
4.	en-ca	32	0.60%
5.	en	10	0.19%
6.	c	5	0.09%
7.	de	5	0.09%
8.	en-au	4	0.07%
9.	cs-cz	2	0.04%
10.	de-de	2	0.04%

**City Clerk/Municipal Court
Monthly Report
September 2017**

Prepared and distributed 12 birthday cards.

Liquor Licensing:

- Renewals processed:
 - o Calvillo's
 - o SLV Brewing Company
 - o Juanito's
- Special Events Permits:
 - o Rio Grande Restoration Foundation

Municipal Court:

- Met with City Maanger , City Attorney and Chief of Police to review Community Correction Proposal.

Election:

- Met with Judy Egbert regarding process related to potential for Special Election.

Other:

- Attended weekly meetings with Mayor and City Manager.
- Attended weekly Leadership Team meetings.
- Attended work sessions and regular Council meetings.
- Attended LEAD Subcommittee Meeting.
- Met with Council Hensley for Regular Meeting.
- Attended CML District 8 Meeting.
- Held deparment meetings with Clerk staff.

Report For September 1, 2017 Thru September 30, 2017

FILEDST

Violations by Filed Date...

CITY ORDINANCE	87	
TRAFFIC	81	
PARKING	10	
Total Filed Violations		178

Completed Cases...

Paid Fine...

CITY ORDINANCE	11	
TRAFFIC	55	
PARKING	6	
Total Paid Fines		72

Before Judge...

CITY ORDINANCE	9	
TRAFFIC	4	
PARKING	0	
Total Before Judge		13
Total Completed		85

Other Completed...

DISMISSED BY COMPLAINANT

CITY ORDINANCE	1	
TRAFFIC	0	
PARKING	0	
Total		1

DISMISSED AFTER DEFERRED

CITY ORDINANCE	3	
TRAFFIC	2	
PARKING	0	
Total		5

DISMISSED BY JUDGE

CITY ORDINANCE	4	
TRAFFIC	0	
PARKING	0	
Total		4

DISMISSED BY PROSECUTOR

CITY ORDINANCE	4	
TRAFFIC	0	
PARKING	0	
Total		4

DISMISSED/FOUND NOT GUILTY

CITY OF ALAMOSA

Page: 2

Report For September 1, 2017 Thru September 30, 2017

FILEDST

CITY ORDINANCE	0	
TRAFFIC	1	
PARKING	0	
Total		1
Total Other Completed		15
Grand Total Completed		100
Net Difference Filed/Complete		78

Warrants...

Issued...

CITY ORDINANCE	40	
TRAFFIC	0	
PARKING	0	
Total Violations		40
Total Warrants Issued		40

Cleared...

CITY ORDINANCE	37	
TRAFFIC	0	
PARKING	0	
Total Violations		37
Total Warrants Cleared		37
Change in Total Warrants		3

Other Paid Cases...

Paid Fine...

Total Other Paid Fines	58
------------------------	----

FINE FINE	\$11,555.07
TP SERVICE CHARGE	\$243.50
LATE LATE FEE	\$188.93
PD SUR PD SURCHARGE	\$1,717.54
DFLT DFLT JUDGMENT	\$150.00
DEFER DEFERRED FEE	\$150.00
WF WARRANT FEE	\$140.21
BF BOND FORFEITURE	\$217.57
CCOST COURT COSTS	\$922.27
VA VICTIMS ASSISTANCE	\$212.52
DIS DISCOVERY FEE	\$8.89
JTFEE JURY TRIAL FEE	\$25.00
Total Fees/Fines Paid	\$15,531.50

HUMAN RESOURCES MONTHLY REPORT

September 2017

New Employees:

Rachel Valdez	Intern for Healthcare Sector Partnership	City Manager's Office
Ricky Garcia	Sports Official	Parks and Rec
Tremayne Leverette	Sports Official	Parks and Rec
Dan Vaughn	Planning & Zoning Specialist	Public Works
Emma Duran	Scorekeeper	Parks and Rec
Adam Lauer	Custodian	Public Works/Bldgs
Mary Little	Sports Official/Scorekeeper	Parks and Rec

Exiting Employees:

Daniel Alderton	Police Officer	Police Department
Adam Lauer	Custodian	Public Works/Bldgs

Workers Compensation:

New filings: 9

Open claims: approximately 12



Alamosa Police Department

September 2017 Month End Report

Part 1 Crime Category	Jul-17	Aug-17	Sep-17	Sep-16	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	0	0	0
Sexual Assaults	3	1	1	1	0	9
Robbery	0	1	3	1	2	7
Aggravated Assault	2	1	2	1	1	31
Total Violent Crimes	5	3	6	3	3	47
Part 1 Property Crimes						
Burglary	12	8	12	6	6	70
Larceny	53	60	52	44	8	473
Vehicle Theft	0	0	3	2	1	9
Total Property Crimes	65	68	67	52	15	552
Total Part 1 Crimes	70	71	73	55	18	599
Miscellaneous Offenses						
Domestic Violence	13	14	10	7	3	95
Simple Assault	26	16	10	2	8	126
Drug Related	19	22	20	11	9	121
Liquor Laws	2	8	7	3	4	25
Harassment	20	23	11	10	1	114
DUI/DWAI/DUID	8	6	14	6	8	69
Arson	1	0	0	0		3
Traffic Related					0	
Traffic Accidents	30	33	41	42	-1	292
Fatal	0	0	0	0	0	0
Injury	5	1	4	11	-7	37
Property Damage	25	32	37	31	6	255
Community Service Ofc						
Dogs picked up	10	13	5	6	-1	87
Animal Bites	2	6	1	4	-3	26
Barking Dog Complaints	3	2	0	5	-5	21
Wildlife Calls	19	30	11	11	0	105
Weed/Trash Removal	72	197	0	21	-21	521
Snow Removal	0	0	0	0	0	5
Junk Vehicles	0	2	5	0	5	8
Abandoned Vehicles	8	9	1	2	-1	45
Summons Issued	6	5	4	17	-13	76
Calls for Service	196	228	145	147	-2	1568

Submitted by: Duane Oakes, Chief of Police



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>September</u>	<u>Total 2017</u>	<u>Total 2016</u>
Graves opened & closed	4	39	53
Graves set up services	4	39	53
Graves raised to grade	7	107	47
Cemetery single spaces sold	3	31	44
Stones leveled	0	48	4
Columbarium Niches sold	0	1	0
Disinterment	0	0	0

- **Tree Related Activities**

	<u>September</u>	<u>Total 2017</u>	<u>Total 2016</u>
Trees Pruned/Trimmed	0	117	107
Tress Planted	0	25	35
Trees Removed	0	7	13

- **Park Activities**

Worked accomplished:

- Parks
 - Weekly check and maintenance of play equipment; get playground log and spraying log up to date
 - Daily trash pickup of parks, cemetery, fairgrounds, ballfields, and City Hall
 - Replace bad irrigation sprinklers
 - Trim trees
 - Replace bad basketball nets in parks courts
- Carroll Park
 - Mark and line soccer fields several times
 - Tie up fallen wind screens at tennis court
- Cole Park
 - Mark and line football fields
- Dog Park-Lee Fields
 - Drag dirt in front of park
- Dog Park-Blanca Vista
 - Install posts, fencing, metal gates, and scooper box
- Lee Fields
 - Clean up south side of lee 3 outside fence
- Other
 - Funerals and grave digging, locates for public and stone setters, raise graves and level head stones, , mow and trim, and work on cemetery records
 - Power wash cannon, paint large Military Cannon on cemetery (ASU Volleyball Team), put sand fencing on chain link behind cannon

- Repair water main leak in irrigation at cemetery
- Repair split rail fences
- Set up and take down stages and banners
- Set up for Early Iron
- Raise and lower flags
- Take hustler mower in for repairs
- Remove split rail fence on the south side of the rec center
- Water all flowers
- Replace burned lights on train shelter
- Take stage to Del Norte for event
- Set large canopy at Sunset Ballfield and haul straw bales then remove

FALL & WINTER ACTIVITIES GUIDE

Check out our activities guide for all the upcoming fall and winter events and programs. Our Facebook page -

City of Alamosa Activities - is another great way to be informed of updates.

YOUTH SPORTS & ACTIVITIES

- Soccer is just beyond mid-season, wrapping up October 21. Participation this fall (203) is down 6.5% from the fall of 2016 (216). Fall soccer is typically smaller than spring soccer (285 kids this spring) due to competing programs, flag and tackle football, volleyball, and the start of school- folks forget to sign up.
- Flag Football concludes this Thursday, October 12th. Although a small program (19 kids) and down 3 kids from 2016, participant satisfaction has been noted. Kids have learned the fundamentals of football in practice sessions and applied techniques in scrimmages, which were all in-house as the Boys & Girls Club was not able to organize teams.
- Basketball: games will be October - December for kids in grades 1st-6th. Registration has officially concluded, but there are some spots in every division still open. Coaches meetings are this week, with practices likely to begin next week.
- Ice Hockey: registration is still open; games are set for January – February for kids, ages 5-13. Fingers crossed for a January 2018 opening for Multi Use Pavilion/Ice Rink
- Volleyball: registration is still open; games are set for February – March for kids in grades 2nd-6th. The 2nd-4th division is semi-clinic style.

Youth Sports Special Events

- High Altitude Challenge: another great race series is in the books.
 - o 2017 participation: 141 (up 31 kids/28% from 2016)
 - o 2016 participation: 110 (up 16 kids/17% from 2015)
 - o 2015 participation: 94
- Denver Nuggets Skills Challenge: December 6th at 5:30 PM at the AFRC
 - o Free event; winners advance
 - o Open to boys and girls 7-14
 - o Tests dribbling, shooting, and passing skills

Youth Programs open for registration

- Rocketry
- Taekwondo

ADULT SPORTS & ACTIVITIES

Adult Sports

- Women's Basketball: 4 teams have registered and are playing in the new 3v3 format. An end of season tournament will finish off play on October 19th.
- Men's Basketball: a robust 11 teams have signed up. Their season will begin the week of October 23rd and run through February 2018

Adult Programs open for registration

- Taekwondo
- Painting
- Ceramics

Recent Community Events (Recap):

- Early Iron Car Festival – September 1-3 at Cole Park

Upcoming Community Events

- Alamosa Celebration of Lights – November 17

Rec Center Fall Hours

Monday – Thursday: 6am – 10pm
 Friday: 6am – 6pm
 Saturday: 7am – 3pm
 Sunday: CLOSED

Rec Center Fall/Winter Hours (starting Nov. 6th)

Monday-Thursday: 6am-10pm
 Friday: 6am-6pm
 Saturday: 7am-6pm
 Sunday: 12pm-6pm

Upcoming Rec Center Closures

- Observance of Veteran's Day – November 10th (Friday)
- Veteran's Day – November 11th (Saturday)
- Thanksgiving – November 23rd (Thursday)
- Day after Thanksgiving – November 24th (Friday)

Rec Center Revenue

	September	August	July	June	May
Courses	\$3,498.00	\$8,680.00	\$3,707.00	\$3,781.00	\$27,348.50
Facility Rentals	\$2,548.60	\$1,187.33	\$1,351.20	\$1,691.00	\$1,699.00
Membership	\$2,866.03	\$5,731.15	\$4,167.33	\$3,836.70	\$6,731.61
Merchandise	\$4,966.00	\$2,491.53	\$6,927.27	\$6,290.80	\$5,850.65
	\$13,878.63	\$18,090.01	\$16,152.80	\$15,599.50	\$41,629.76

Rec Center Door Count

January 2016	18,048	January 2017	29,114
February 2016	24,453	February 2017	22,218
March 2016	11,180	March 2017	16,985

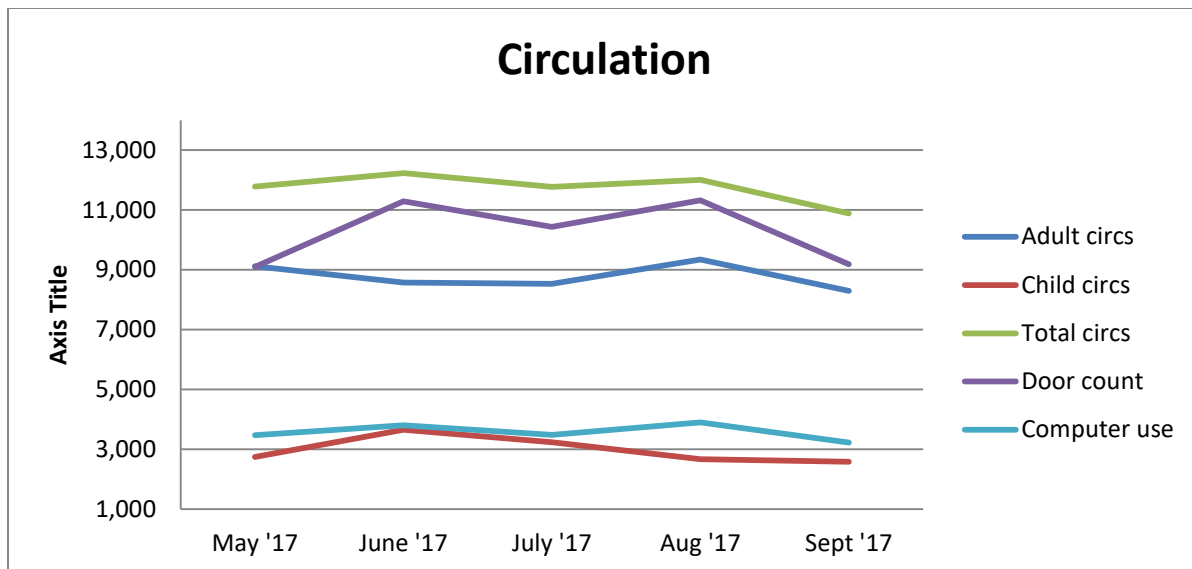
April 2016	8,976	April 2017	11,967
May 2016	7,535	May 2017	14,574
June 2016	7,542	June 2017	24,041
July 2016	6,789	July 2017	16,384
August 2016	6,572	August 2017	13,277
September 2016	5,299	September 2017	13,665
October 2016	7,413		
November 2016	10,391		
December 2016	<u>10,123</u>		
	114,498		142,225
Average per Month:	10,382	Average per Month:	15,802

Library Manager Report – September 2017

Library Stats

Website Counter					
	September	August	July	June	May
Pageviews	2,098	2,250	2,152	2,531	2,308
Sessions	998	1,093	1,083	1,165	1,042
1 st Time Visitors	330	393	340	356	360
Returning Visitors	330	348	383	418	334

MONTHLY STATISTICS SUMMARY					
	September '17	August '17	July '17	June '17	May '17
Adult Circs	8,299	9,342	8,536	8,571	9,121
Child Circs	2,585	2,667	3,234	3,660	2,746
Total Circs	10,884	12,009	11,770	12,231	11,785
Hours Open	257	289	268	275	274
Circs per hour	42.4	41.6	43.9	44.5	43.3
CLC Circs	2,099	2,179	2,396	2,331	2,288
Door Count	9,182	11,327	10,437	11,289	9,093
Computer Use	3,239	3,897	3,484	3,805	3,478
Aspen e-books	150	151	188	170	165
TumbleBooks	36	5	2	0	0
FindIT CO Queries	32	51	34	49	47



Collection Development:

Staff added 334 new materials to the library collection: 213 books, 64 magazines, 23 audiobooks, 1 music CDs and 33 DVDs. This process includes purchasing, cataloging, and material processing. 154 materials were discarded.

Staff announcements.

Volunteers: We had a total of 23 volunteer hours this month. (12) Patty Campbell and (11) They both worked in the staff room doing miscellaneous jobs.

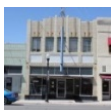
Community Involvement



- Movie Night – “Baby Boss” – we had 38 children and parents at the showing.



- The local Fiber group met in the Story Room. Usual attendance is 10-15 fiber enthusiasts. The group knits, weaves, spins, and crafts all things fiber. They share and teach each other new techniques and ideas. Planning for charity projects or events is also done at these meetings. The next meeting will be October 11, 2017. 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.



- The Essential Oils workshop was “Immune System Support with Essential Oils”. 9 students attended. The next workshop will be “Introduction to Essential Oils” on October 16, 2017.
- People First group had their meeting in our Local History room. 10 members attended.



- San Luis Valley Origami workshop at the library was September 9, 2017 with 8 participants. The next workshop will be October 14, 2017.



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

- We have 7 Little Free Libraries in Alamosa, sponsored by the Alamosa Public Library and the Friends of the Library.
Food Bank – WCC added 90 books; **La Puente** – FOL (Friends of the Library) refilled with 45 books; **Zapata Park** –Jan Oen & Don Thompson refilled with 25 books; **Senior Center** – KREBS 0 books; **Nancy Cutters Office** (Optimist) – no changes; **SLV Immigrant Resource Center** (Optimist) – no changes;
Cole Park (library staff) we refilled with 26 books.



Friends of Alamosa Public Library

- The Friends are collecting donations for the upcoming book sales 1x month at Spines.
- Friend’s meeting was September 19, 2017. Next regular meeting is scheduled for October 17, 2017.
- September 1-2, 2017 book sale made \$780.
- The next book sale for 2017 will be October 7, 2017.
- On September 1st the new Friend’s Book Bike arrived. This was purchased with help from the Rotary Club grant.



Monthly Overview –September was an eclectic month. I participated in my 3rd or 4th year of VEGI's Stone Soup event as a "celebrity" reader, participated in the ECCSLV 13th Annual Kite Fly event, held an open house for The PAD, attended a GRT kick-off meeting and CLEL, prepared and changed out the StoryWalk, and did our kid's booth at the Farmer's Market. We got new, desperately needed storage in the Story Room! Also in September, my husband accepted a new job in the Denver area, so I put in my notice. I hope to stay through the end of December depending on a few factors.

Storytime – Our new storytime times seem to be popular, especially the 9:45. The 10:30 is happening more like 10:45.

Date	Rhythm & Rhyme	Fun and Fantasy	Total
9/15/17	21k, 13a; 34t	26k, 15a; 41t	75
9/22/17	30k, 19a; 49t	18k, 8a; 36t	85
9/29/17	17k, 10a; 27	7k, 5a; 12t	39
TOTAL			199

Special Events/Visits:

- Open House for The PAD – a wonderful time. Pamela from Growing Readers came to help put on this event. We had **11a, 15k; 26t**. I made several hands-on activities based on the 5 practices, read, talk, write, play, sing. We launched 5 of our Storytime to Go Kits and also introduced our Planting Seeds program (1,000 Books Before K.)
- Library Day at the Farmer's Market – this went fine, but the weather was yucky, so we only had 19 kids come by for books from the Little Read Wagon – no one wanted to hang out on the cushions and read or play with the scarves as we have done in the past.

Total Children's Services Visits for September: 252

Partnerships:

- We participated in the Early Childhood Council's annual kite fly event. I had two groups attend totaling **27** participants. I did a shortened storytime all about kites!
- The Alamosa Literacy Council needed to change out the StoryWalk, but due to extenuating circumstances, couldn't do it until later this fall, so I ended up doing it all myself because I wanted to get a kite story up before the kite fly event! It was fun and I now appreciate Azeneth Heredia more for all the work she's done on the previous stories!
- Stone Soup was a great event as always! I had the pleasure of reading my favorite version of the story by Heather Forest to four different classes, 2 Kinder and 2 Second Grade.

Growing Readers Together – September 7 was our kick-off meeting for the new year of GRT, held at the library in Longmont. Our grant coordinators do a great job of getting us all to know one another better and brainstorming for our GRT plans. As a second year participating library, we will receive \$4,000 for our work this year. Our detailed budget plan is due to the State by October 16. I am working closely with Salai on this to make plans that can be carried out by a new person in my position. Pat Garcia is tagging along on everything GRT and Storytime related to be an assistant to me and to the new person when they are hired.

Displays – I had the honor of doing the display for the front in the case. Since September 30 is National Public Lands Day, I did a public lands display using the information from the Department of the Interior, <https://www.doi.gov/blog/americas-public-lands-explained>. Cathy with a little help from Katie and not very much help from me did a new bulletin board in the Teen Lounge trying to get more interaction with that population. We are asking for ideas on use of the space and programming for that age group. We'd like to eventually get a TAG group going, Teen Advisory Guild.

Respectfully Submitted,
Becky Steenburg
 Children's Librarian



ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Habitat for Humanity – Request for Fee Refund.

Recommended Action:

That Council enter into an agreement for services with San Luis Valley Habitat for Humanity in the amount of \$4,121.50. This amount reflects the cost of the building permit, sewer and water taps, and land use application fees for their most recent project at 1605 Edison Avenue.

Background:

Habitat for Humanity is a nonprofit, ecumenical Christian housing ministry building simple, decent homes in partnership with those in need of affordable housing. This service is provided to local families who can prove a strong history of steady monthly income between \$1,100 and \$1,600, depending on family size, for the previous two years through the provision of 0% interest mortgages.

They typically build one new home per year and their funding is heavily based on donations and grants. We have waived these fees in the past in an effort to further their vision to help provide homes to those who may not otherwise be able to obtain affordable housing.

A draft agreement for services is attached.

Issue Before the Council:

Does Council wish to support SLV Habitat for Humanity in this way?

Alternatives:

Council may approve the requested fee refund as presented, Council may approve a percentage of the requested refund, or Council may deny the request in its entirety with or without providing staff further guidance.

Fiscal Impact:

The building permit cost is \$271.50 and \$150 for land use application fees from the general fund. The water and sewer tap and plant investment fees are \$3,700 from the enterprise fund.

Legal Opinion:

An attorney will be present for comment.

Conclusion:

The City will forego some revenue if this action is approved to support the construction of a new home for affordable housing residents in the city of Alamosa.

ATTACHMENTS:

Description	Type
□ Letter of Request	Backup Material
□ Contract for Services	Backup Material



P.O. Box 1197 | Alamosa, CO 81101 | phone 719.589.8678

City of Alamosa, Dept of Public Works
P.O. Box 419, 300 Hunt Ave
Alamosa, CO 81101
April 19, 2017

Dear Pat Steenberg,

Since our affiliation nearly 23 years ago, Habitat for Humanity has provided low-income families with a simple, decent place to call home. All our efforts in affordable housing are made possible through the generous donations of labor, funds, land and resources.

Our next building project will be located at 1605 Edison Ave. San Luis Valley Habitat for Humanity would like to make a Request for Reimbursement in the amount of \$4,121.50 for sponsorship of all fees paid to the City of Alamosa for the home to be constructed at 1605 Edison Ave. This home will provide a low-income household with the dream of homeownership they never thought possible.

Applicant Families have been unable to obtain a traditional mortgage through lending institutions and have incomes within 25%-60% of the area median, averaging \$1,200 each month for a family of 4. Habitat Mortgages are no-profit and 0% interest. Habitat Families make their house payments based on 25% of their monthly income. Habitat for Humanity homes are constructed with volunteer labor and the applicant families. Beyond the home construction, Habitat Families also contribute time and effort to help the organization develop and expand. All monthly mortgage payments are put into a "Fund for Humanity" to build the next Habitat Home with another family.

While addressing the need for affordable housing in our community, Habitat also offers life giving experiences to families and volunteers. Working alongside the Habitat Families who will live in the houses, volunteers tell us they have received so much more than what they are giving to the community. For the Families, building a home one never imagined one could or would do, is a life changing and empowering experience.

We truly appreciate your support for affordable housing in the consideration of our proposal.

Most Sincerely,

A handwritten signature in dark ink, appearing to be "Audrey Liu", written over a light blue circular stamp.

Audrey Liu,
Executive Director
audrey@slvhabitat.org

CONTRACT FOR SERVICES

THIS AGREEMENT is entered into as of October 18, 2017, between the City of Alamosa, 300 Hunt Ave., Alamosa, CO 81101 ("City") and San Luis Valley Habitat for Humanity, Inc. (hereinafter referred to as "Habitat"), P.O. Box 1197, Alamosa, CO 81101.

WHEREAS, Habitat serves low-income families of the community within 25-60% of the area median income with affordable homeownership opportunities; and

WHEREAS, adequate affordable housing for low-income families of Alamosa is a vital need for the health and welfare of the community, and therefore is a concern of the Alamosa City Council; and

WHEREAS, Habitat is constructing an affordable housing unit in the City at 1605 Edison Avenue;

NOW, THEREFORE, in consideration of the premises, the parties agree as follows:

1. The City of Alamosa shall provide the sum of \$4,121.50 toward the costs of providing the services described herein for the current calendar year. This amount reflects the cost of the building permit, land use application fees, and the sewer and water taps for their most recent project at 1605 Edison Avenue. Providing this contract for services has been signed and fully executed by all parties, such monies shall be disbursed by the City Finance Department at the first regularly scheduled payment cycle in November.
2. Habitat has spent this sum to provide affordable housing services, specifically for the building permit fee, land use application fees, the sewer tap and assessment fee, and the water tap fee for the property at 1605 Edison Avenue.
3. Nothing herein shall be deemed to make the City of Alamosa a party to or participant, venturer, partner, agent of or have any role whatsoever in any such services, all of which are subject to the exclusive jurisdiction and control of Habitat, who agrees to indemnify and hold the City of Alamosa harmless from any and all claims and losses of every kind and nature whatsoever that may arise or occur from the operations of Habitat.

IN WITNESS WHEREOF, the parties have duly executed this agreement as of the date first written above.

SAN LUIS VALLEY HABITAT FOR HUMANITY, INC.

By Audrey Liu

CITY OF ALAMOSA

By Josef P. Lucero, Mayor

ATTEST:

Holly C. Martinez, City Clerk