

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
October 17, 2018

6:00 PM - Work Session: Ranch Plan and Smoking Lounges

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

Present at roll call: Mayor Ty Coleman, Councilors Kristina Daniel, Liz Hensley, David Broyles, Charles Griego, Jan Vigil and Michael Carson.. A quorum was declared. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and Deputy City Clerk Lachelle Montano.

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

Dan McCann spoke in support of the new Chief of Police, Kenny Anderson.

Ralph Symblème spoke regarding the Historic Preservation Advisory Committee's proposal to add the Martinez Shoe Store to the Alamosa Register of Historic Places.

B. Follow-Up

None.

V. CEREMONIAL ITEMS

A. Oath of Office, Police Chief Kenneth Anderson

Deputy City Clerk, Lachelle Montano administered the oath of office to new Police Chief Kenneth Anderson.

VI. CONSENT CALENDAR A

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

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

C.7.a. Approve Minutes of Meeting October 3, 2018

C.8.a. Receive September 2018 Monthly Reports

VII. REGULAR BUSINESS

B. Business Brought Forward by City Staff

1. Public Works

- a. Valley Scrap Metal Conditional Use Permit Appeal - Appeal of the Planning Commission action to deny the Valley Scrap Metal Conditional Use Permit application at 201 6th Street

City Planner Daniel Vaughn presented information to Council.

Councilor Carson moved, seconded by Councilor Hensley to overturn the Planning Commission's action denying the Valley Scrap Metal Conditional Use Permit application at 201 6th Street, and approve the conditional use with the recommended conditions 1-8 as set forth in the staff report. The motion carried unanimously.

- b. Resolution 16-2018, placing the Martinez Shoe Store on the Alamosa Register of Historic Places

City Planner Daniel Vaughn presented information to Council.

Councilor Vigil moved, seconded by Councilor Carson to approve Resolution 16-2018, placing the Martinez Shoe Store on the Alamosa Register of Historic Places. The motion carried unanimously.

- c. Authorization to purchase a dozer

Public Works Director Mark Wright presented information to Council.

Council Hensley moved, seconded by Councilor Carson to authorize the purchase of a dozer. The motion carried unanimously.

2. Finance

- a. Public Hearing and Second Reading of Ordinance No. 28-2018, An Ordinance making the annual appropriations for fiscal year 2019.

City Manager Heather Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:34 p.m. and asked for those wishing to speak on this ordinance.

Ruthie Brown spoke in regards to her concerns regarding the City landscaping. She also informed Council of some ideas she had.

There being no one else wishing to speak on this issue, the hearing closed at 7:43 p.m.

Councilor Broyles moved, seconded by Councilor Carson to finally adopt Ordinance No. 28-2018. The motion carried unanimously.

- b. Public Hearing and Second Reading, Ordinance No. 29-2018 an Ordinance establishing the employee pay plan for fiscal year 2019.

City Manager Heather Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:51 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 7:51 p.m.

Councilor Vigil moved, seconded by Councilor Hensley to finally adopt Ordinance No. 29-2018. The motion carried unanimously.

- c. First Reading, Ordinance No. 30-2018 An Ordinance Approving Rate Increases For The Provision Of Water, Sewer, and Solid Waste Disposal Services.

City Manager Heather Brooks presented information to Council.

Councilor Griego moved, seconded by Councilor Daniel to approve Ordinance No. 30-2018 on first reading and to set for a public hearing on Wednesday, November 7, 2018 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

C. Committee Reports

Councilor Daniel reported on the Broadband Committee meeting that she attended.

Councilor Hensley reported on the Marketing Retreat that she attended.

Councilor Carson reported on the joint retreat with COG and the DRG that he attended.

Councilor Griego reported on the Recreation Advisory meeting that he attended.

D. Staff Announcements

City Manager Heather Brooks updated Council on the following:

- Ribbon cutting for the Alamosa County Judicial Center on Friday, October 19th from 3:30 pm to 6:00 pm
- Ribbon cutting for Alamosa Trails Showcase on October 29th at 4:00 pm at the Alamosa Ranch North Pavilion
- Fright Fest on October 31st at 4:00 pm at Cole Park
- Skate Night on October 31st at the Ice Skating Rink at 6:00 pm
- Joint homeless meeting on Tuesday, October 30th in Council Chambers

VIII. LOCAL LIQUOR LICENSING AUTHORITY ACTIONS

E. Liquor Licensing Items

- a. Needs and Desires Hearings on the application of Tempura House LLC, Soranai Srasom d/b/a Tempura House

The applicant of this license is Tempura House, LLC.

Counselor Schwiesow gave an overview of the hearing procedure, and the licensee's obligation to affirmatively prove the needs of the neighborhood and the desires of the adult inhabitants of the neighborhood. The City's presumptive neighborhood is the city limits plus a one-mile radius. No request has been made to consider different boundaries, so this neighborhood will apply to this hearing. Counselor Schwiesow indicated that the notice that the applicant posted will be Exhibit A and the petitions the applicants turned in will be Exhibit B.

Mayor Coleman asked the applicant to step forward and present the needs and desires for the application.

Counselor Schwiesow asked clarifying questions about how the petitions they turned in were gathered. Mr. Srasom stated that the petitions were at the front desk at the Thai Hut and anyone who agreed to sign could. There were approximately 121 signatures that were obtained, all of which were in support of this license at this address. There were 121 petition pages of signatures.

Mr. Srasom presented the following information regarding the application:

- The Tempura House, LLC will serve ramen style Japanese noodle and sushi bar.
- He will be expending people from the Thai Hut to the Tempura House because there are a lot of people working at the Thai Hut right now.
- The location is 916 Main Street, where the old Greek restaurant was.

Councilor Daniel asked why Mr. Srasom thinks that alcohol would increase participation or patronage at his restaurant. Mr. Srasom indicated that after a year and a half experience at the Thai Hut, it was a very good sale.

Councilor Vigil asked when he planned on opening this business. Mr. Srasom indicated that he is trying to open before the end of this month.

Councilor Broyles asked if this is a new liquor license for this business at this location. Mr. Srasom indicated that it was his second one. Counselor Schwiesow clarified that this is a new liquor license for this business at this location, and it was not a transfer. Ms. Brooks also indicated that this location has had a liquor license previously.

Councilor Broyles asked if this would increase the liquor outlets from 42 to 43. Ms. Brooks indicated that this was correct.

Councilor Hensley asked if there was another restaurant next door that sold alcohol. Mr. Srasom indicated that there is, and they sell beer.

Councilor Hensley asked if Mr. Srasom has had any liquor violations while at Thai Hut. Mr. Srasom indicated that he has had one and it was a mistake by one of the servers. Training has been done so it does not happen again.

Councilor Broyles asked if he has had a liquor license that has been denied before, and if he has a criminal record. Mr. Srasom indicated he has not. Counselor Schwiesow clarified that there was a criminal check done by the City Clerk that shows a DWAI a year ago. This is included in the material given to Council, which is part of the Clerk's record search. It also references State Law with respect to what kind of consideration they give to things like this.

Councilor Griego asked when the hours of operation would be. Mr. Srasom indicated they would be opened seven days a week from 11:00 a.m. to 9:00 p.m.

Counselor Schwiesow opened the public hearing for those wishing to speak on this application at 8:14 p.m.

Ralph Sembleme spoke in favor of this liquor license application.

Darrel Cooper spoke against this liquor license application.

Ruthie Brown spoke in favor of this liquor license application.

There being no one else wishing to speak, the hearing closed at 7:18 p.m.

Councilor Carson moved, seconded by Councilor Hensley to direct staff to find findings in fact and favor of granting the license for Tempura House, LLC. Counselor Schwiesow will prepare written findings to be presented at the next City Council Meeting. The motion carried unanimously.

COUNCIL COMMENT

Councilor Vigil spoke regarding the School Board backing the passing of Amendment 73.

Councilor Griego asked if the meeting in November would still be going. This discussion will be held on the first meeting in November.

Mayor Coleman thanked staff for helping get the word out about the City's stance on opposing Amendment 74. He also recognized the youth 5th and 6th grade football team going undefeated this football season.

Councilor Vigil recognized the Alamosa High School girls volleyball team, who is currently undefeated.

ADJOURNMENT

The meeting adjourned at 8:27 p.m.

Lachelle Montano, Deputy City Clerk

Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Oath of Office, Police Chief Kenneth Anderson

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Approve Minutes of Meeting October 3, 2018

ATTACHMENTS:

Description	Type
 Minutes of Meeting October 3, 2018	Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

Council Chambers
300 Hunt Avenue, Alamosa, CO
October 3, 2018

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

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

III. AGENDA APPROVAL

Councilor Daniel moved, seconded by Councilor Griego to approve the agenda as presented. 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. Domestic Violence Awareness Month Proclamation

Mayor Coleman read the proclamation and Council presented it to Tu Casa representatives: Director Patricia Lara, Francisca Archuleta, Consuelo Contreras, and Michelle Resendiz.

VI. CONSENT CALENDAR A

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

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

C.7.a Approve Minutes of Meeting September 19, 2018

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

VII. REGULAR BUSINESS

A. Presentations from Outside Agencies

1. LEAD Update

Clarissa Woodworth and Carrie Deacon provided Council with an update on the LEAD program and how the program is going.

Council thanked them for the update and shared their excitement for the success of the program.

B. Business Brought Forward by City Staff

1. Finance

- a. First Reading of Ordinance No. 28-2018, An Ordinance making the annual appropriations for fiscal year 2019.

Heather Brooks presented information to Council.

Councilor Hensley moved, seconded by Councilor Daniel to approve Ordinance No. 28-2018 on first reading and to set for a public hearing on Wednesday, October 17, 2018 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

- b. First Reading, Ordinance No. 29-2018 an Ordinance establishing the employee pay plan for fiscal year 2019.

Heather Brooks presented information to Council.

Councilor Daniel moved, seconded by Councilor Hensley to approve Ordinance No. 29-2018 on first reading and to set for a public hearing on Wednesday, October 19, 2018 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

2. City Manager/Legal

- a. Second Reading and Public Hearing, Ordinance No. 27-2018, an ordinance amending the *Code of Ordinances* of Alamosa, Colorado, to replace outdated

language constructions typically referring only to the male gender with more inclusive language; to recognize the right to breast feed; to update certain outdated provisions; and to reallocate certain responsibilities for permitting and record keeping of City court functions and utility functions

Counselor Schwiesow reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:37 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 7:37 p.m.

Councilor Broyles moved, seconded by Councilor Daniel to finally adopt Ordinance No. 27-2018. The motion carried unanimously.

C. Committee Reports

Councilor Griego reported on the Senior Citizens meeting he attended. He also reported on the Golf Board meeting that he attended.

Councilor Daniel reported on the Tree Board meeting she attended today.

Councilor Hensley reported on the CML Executive Board meeting she attended and also reported on the CML District 8 meeting that was hosted here in Alamosa that she and other Council members attended.

D. Staff Announcements

Heather Brooks provided Council with an update of the site visit she attended with others in regards to the application they will be submitting in regards to the Chefas property.

Andy Rice provided Council with updates on hosting GOCO today and also on the ice rink/multi-purpose facility.

COUNCIL COMMENT

Councilor Daniel stated that she attended the La Puente Community BBQ this weekend. She also spoke about the challenge of finding needles throughout the community and making sure the community is aware of how to properly dispose of them.

Councilor Hensley commented on the Oktoberfest that she attended and how it was a great turnout.

Councilor Broyles stated on his appreciation of increased resources related to drug addiction.

Councilor Carson asked for an update on whether or not there has been any increase of vandalism at the restrooms at the parks. Chief Anderson, Mark Wright, and Andy Rice provided Council with an update of this issue.

Councilor Daniel also mentioned concerns of people feeling uncomfortable being able to speak their mind that was brought up at a meeting put on by the Office of Behavioral Health.

Mayor Coleman commented on the CML District 8 meeting that Council attended and thanked the Clerk staff for all that they did to help put that together.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Receive September 2018 Monthly Reports

ATTACHMENTS:

Description	Type
 September 2018 Monthly Reports	Reports

COUNCIL COMMUNICATION

DATE: October 17, 2018	AGENDA NO.C. 8. a	SUBJECT: City Manager Monthly Report for September 2018
Department Head:		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

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

September 2018 Report

- Weekly Leadership Team meetings
- Bi-weekly meeting with Public Works Director
- Attended public fireworks
- Monthly meeting with Councilor Broyles
- Meeting with Craig Duran regarding First Street ROW
- Bi-weekly meeting with Mayor and City Clerk
- Met with Interfaith representatives
- Monthly meeting with Aaron Miltenberger
- Met with ACEDC representatives regarding funding and expectations
- Met with Allen Law to discuss conservation easements
- Met with representatives for water augmentation needs
- Monthly meeting with Councilor Carson
- Artscape Unveiling and Downtown Artwalk
- Lunch with Joelle Boos-Medina
- Monthly meeting with Councilor Griego
- Monthly meeting with IT Director
- Special Rec Board meeting
- Met with Monte Vista staff to discuss LEAD
- CML Cities & Towns Week, Breakfast with Council and Staff
- Meeting with Councilor Hensley
- Meeting with Councilor Daniel
- Met with Kale Mortensen regarding Colorado Rural Philanthropy Days
- Police Chief interviews
- Downtown Design Project meetings
- Attended VIP meeting
- DOLA webinar
- Meeting with Dr. Lovell

- Meeting with Ms. Sadie Martinez
- Lunch with Councilor Daniel
- ICMA Webinar on Recognizing and Eliminating Bias
- Meeting with Councilor Hensley
- Monthly meeting with Councilor Vigil
- Participated on the City's team for the Stephanie L. Miner 5K
- Water Augmentation meetings
- La Puente Board Meeting
- Meeting with La Puente and Colorado Health Foundation
- Lunch with Delzia Worley regarding economic development
- Employee meetings and Just Colors training
- Lunch with Joelle Boos-Medina
- Alamosa County Detention Center Ribbon Cutting
- Attended Oktobrufest

City of Alamosa

Monthly Activities Report

September 2018

Public Works Department

Streets: Conducted traffic control for Early Iron Parade. Assisted as needed with Early Iron Festival. Continues with concrete removal. Conducted art installs and removals for art scape program. Hauled brush from Recycling Yard. (twice) Patched open cuts from utility and concrete work. Assisted with saw cutting lateral cuts for 12th Street Sewer Project. Backfilled curb, sidewalk and islands at ice rink parking lot. Measured quantities for final payment on 1st Street Project. Conducted row/ shoulder grade work at 1507 Edison Avenue. Graded all gravel roads. Graded all downtown gravel allies. Continued cleaning catch basins. Street Superintendent attended local HUTF at CDOT. Completed all construction of 1st Street Project. Continued to monitor water intake of Blanca Vista Ponds.

Solid Waste: Commercial waste hauled totaled 271.5 T.; residential waste hauled totaled 184.77 T. Medical Waste totaled 1.67. Nine special pick-ups were completed. Four, 96 gal toters and one yard waste toters were delivered. Five toters and three dumpsters were repaired.

Recycling: A total of 83 bales of various materials were made. Seventy six bales were shipped. A total of 5.6 tons of glass was processed. Land fill savings totaled \$641.25. There were no Yard Waste toters delivered.

Building Inspection: Sixteen building permits were issued for a total valuation of 858,490.00. Building permit fees totaled \$5,666.50 and construction use tax totaled \$8,510.91. Plan review fees totaled \$150.00. A total of 38 various inspections were conducted. There were 3 certificate of occupancies issued. A total of four general contractor licenses were issued.

Water: Water pumped for municipal use totaled 90,417,000 gallons. Water treatment plant production totaled 71,529,575 gallons. There were 12 meter re-reads. Turn on/ turn offs and occupant changes totaled 17. Took bac-T's for the State. Worked on flushing dead end water mains. Had update on Outfall Project and put it out for bid. Did locates for JKL Associates for fiber install along highway 285 for the jail and new court house projects. JKL also started installing fiber duct in the Industrial Park. Did locates for the First Street Proj.Phase III.

Wastewater: Total discharge for the month was 36.27 million gallons. Collected and sent out all routine monthly samples. Cleaned and calibrated effluent probe. TDMA came and calibrated the flow meters. Worked on net DMR. Signed up for an online course through American Water College. Gardner Excavation started 12th Street Project. Monitored Water Plant over night for the 12th Street Project to make sure everything was working properly throughout the night. Diverted the flow through the mechanical screen. Sprayed down Headworks. Pulled U.V. Modules for maintenance. Gave 5th grade students a tour of the Water Treatment Plant.

Sewer: Sixty four sanitary sewers were inspected; seven were unplugged 19 were checked at customer's requests. Seven were cleaned and flushed. All lift stations were checked daily; hauled off grit and cleaned splitter box at the WWTP. Pulled pumps at West 7th, Tremont lift station #1 at Golf Course, Wal-Mart, Riverwood and West 11th, cleaned out impellers and debris. Cleaned Andersen Circle, Railroad, Alamosa Ave and Maroon Way lift stations. Worked with TZA on the Outfall Project, we will need to relocate the new Outfall to the waters edge of the Rio Grande. Turned plans over to the core of Engineers and received approval. Now submitted the plans to the Department of Health for review. Cleaned and checked all the storm lift stations.

East Alamosa: Water supplied to East Alamosa totaled 6,396,436 gallons. Five sanitary sewers were checked for plugs, five unplugged. 0 sewers were cleaned and flushed with Vac truck. Did

re-reads for Sally. Pulled the pumps at Price, McKinney, McQuerry and Rodeo Lift Stations. Cleaned Blanca Vista and Price lift stations. Worked with East Alamosa staff to find curb stop at the close basin building on Brush Lane. Dug across North side of building along Highway. Did locates for Bower Construction underground on Highway 17 to Northwood Lane for Fiber Duct installation.

Alamosa Fire Department

Department Report for September 2018

The Alamosa Fire Department responded to 28 incidents within the City Limits and 8 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional 6 calls for assistance.

City Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date W/O Flights	Total Flights Year to Date	Total County Calls Year to Date
2018	28*	147	237	132
2017	53**	148	427	97

* Includes 12 Airport Flight Standbys ** includes 33 Airport Flight Standbys

Inspections:

10 Commercial Building inspections were performed

Fire Prevention/Station Tours

The Department hosted two station tours.

Training:

Firefighters logged a combined total 84 hours of in house training during the month.

ALAMOSA**Incident Type Report (Summary)****Alarm Date Between {09/01/2018} And
{09/30/2018} and Station = "1"**

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
113 Cooking fire, confined to container	1	3.57%	\$0	0.00%
	1	3.57%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
322 Motor vehicle accident with injuries	2	7.14%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	3.57%	\$0	0.00%
	3	10.71%	\$0	0.00%
4 Hazardous Condition (No Fire)				
444 Power line down	1	3.57%	\$0	0.00%
463 Vehicle accident, general cleanup	5	17.86%	\$0	0.00%
	6	21.43%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	3.57%	\$0	0.00%
551 Assist police or other governmental agency	1	3.57%	\$0	0.00%
571 Cover assignment, standby, moveup	13	46.43%	\$0	0.00%
	15	53.57%	\$0	0.00%
7 False Alarm & False Call				
735 Alarm system sounded due to malfunction	3	10.71%	\$0	0.00%
	3	10.71%	\$0	0.00%

Total Incident Count: 28**Total Est Loss: \$0**

COUNCIL COMMUNICATION

DATE October 1, 2018	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for September 2018
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

September 2018 Report

- The IT Department has completed the hiring process for a new IT Technician I. Christian Batzer was selected for the position and has already begun working. He has a background in IT having worked for the Del Norte School District and continues his passion during his personal time building servers, workstations and repairing all sorts of electronics. The IT Department is excited to have him join our team.
- IT has won the 2018 CGAIT (Colorado Government Association of Information Technology) Cup for most improved data center, based on our design and build of the Monte Vista data center. This award is a competition of all governmental IT departments throughout the state.
- IT is continuing to work with AmWest and Rockwell to replace and upgrade water and wastewater treatment facilities' IT infrastructure. This build includes two servers, backup hardware, and networking equipment. IT was able to work with multiple vendors to develop a deployment plan that comes in under the expected costs while maintaining a high level of equipment quality and stability.

IT has arranged for AmWest to remotely install and configure software ahead of the switchover date. Once completed, IT will disconnect the equipment from all outside access to increase security.

- IT assisted the Police Department by launching the city owned UAV for investigative pictures. This operation was done in cooperation of multiple agencies include Saguache County Sheriff's Department, CBI, and other law enforcement agencies. This is the second use of the city UAV for active law enforcement related activities.
- IT is investigating continuing issues with the Digital Ally system. This month IT has worked with Digital Ally to continue to diagnose and resolve individual issues. As the problems recur we are lead to believe there are larger malfunctions at hand. Specifically IT is looking at a malfunction where DVM-800s reach video storage capacity and no longer upload video or allow recording. IT has drafted a letter to the company stating our grievances.
- IT has reached out to the Colorado Government Association of IT professionals concerning the obstacles encountered with our body worn and dash camera system. Of the cities and counties who have replied, we saw strong support and wide adoption of the Axon (formerly TASER) solution for both types of cameras. IT scheduled and attended a webinar with an Axon representative about the camera solution with Sergeant Spangler. We will continue to investigate Axon as an alternate solution.
- IT is continuing the roll out of the Google Apps environment by expanding the Google Team Drive feature to the Recreation Department. IT plans to continue the transition to Google Drive to decrease the need for local storage and the eventual expense of expanding our file storage system.
- IT staff attended a webinar hosted by Spiceworks (our ticketing system vendor) on the topic of researching IP phone systems. IT is planning on upgrading our current IP phone system per the CIP in 2019.
- IT resolved an issue with the City Hall camera system. We are finding out that some of the older cameras are needing to be restarted every so often. IT will research this issue further.
- The Police Department reported an issue where they could not find the CAD files

uploaded to our RMS system by the State. IT discovered that the State may have an invalid access credential. The State will investigate this issue from their technical support side.

- IT has once again reduced the available time for public wifi in Cole Park. Wifi access is now ends at 5pm. This decision was reached along with the Police Department and the Parks and Rec Department.
- IT trained our PIO (Public Information Officer) and gave her permissions to make posts directly to our email group. This should increase the process speed and efficiency.
- IT worked with the City Clerks to host another Laserfiche training via webinar. Laserfiche is our electronic documents management software.
- 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:

- IT upgraded the body worn camera system to the latest firmware. These upgrades are designed to increase system stability and functionality. The last update brought some issues for a some devices, IT will regularly check the devices after this update.
- After the power failure in the previous month, IT became aware that the backup generator had not been fully tested and subsequently failed after the outage. According to our agreement with Viaero, the generator is to be maintained and tested by Viaero for use by the City and their small cell site. This month, Viaero and Xcel repaired and fully tested the generator.
- IT has worked closely with the City Manager to assure the safe and secure transfer of files and information from the exiting HR and City Manager's Assistant personnel.
- IT has assumed the PIO (Public Information Officer) duties and has been trained to maintain the City Website and various Facebook pages.

- IT has won the 2018 CGAIT (Colorado Government Association of Information Technology) Cup for most improved data center, based on our design and build of the Monte Vista data center. This award is a competition of all governmental IT departments throughout the state.
- Patched all City owned computers to the latest patch and vulnerability fixes from Microsoft. This monthly patching helps protect our computers from malicious software, resolve general windows issues/bugs, and provide access to new windows features.

City of Alamosa: Brandon
All Tickets Last Month (60 items)
Generated on Oct 01, 2018 @ 04:46 pm

Create Date	Ticket #	Summary	Close Date
09-02-2018 @ 02:40 am	5880	in car camera not working properly	09-12-2018 @ 03:42 pm
09-04-2018 @ 10:20 am	5881	Channel 10	09-04-2018 @ 01:04 pm
09-04-2018 @ 03:53 pm	5882	Trails Presentation	09-05-2018 @ 03:13 pm
09-05-2018 @ 07:39 am	5883	conference phone	09-05-2018 @ 05:02 pm
09-05-2018 @ 10:00 am	5884	Press Release	09-05-2018 @ 10:09 am
09-05-2018 @ 01:05 pm	5885	Dispatch (CAD) Reports	09-06-2018 @ 09:17 am
09-05-2018 @ 01:47 pm	5886	Press Releases Cities & Towns Week Events	09-05-2018 @ 05:01 pm
09-05-2018 @ 03:33 pm	5887	Google sheets doc won't open	09-05-2018 @ 05:01 pm
09-05-2018 @ 03:37 pm	5888	For ArtScape Web Page	09-06-2018 @ 03:01 pm
09-05-2018 @ 03:41 pm	5889	Dash Cam Footage	09-12-2018 @ 03:41 pm
09-05-2018 @ 05:10 pm	5890	ID Badge and email	09-17-2018 @ 01:45 pm
09-06-2018 @ 03:40 pm	5891	Press Release- First Street Update	09-06-2018 @ 04:30 pm
09-07-2018 @ 02:45 pm	5892	NAME TAG NOT ALLOWING ME IN DOORS	09-07-2018 @ 04:19 pm
09-08-2018 @ 12:45 am	5893	Door Fob	09-10-2018 @ 01:03 pm
09-08-2018 @ 12:48 am	5894	Dash Cam - Car 3	
09-08-2018 @ 09:17 am	5895	Membership Check-In Computer Issue	09-10-2018 @ 10:16 am
09-11-2018 @ 09:28 am	5896	Projector	09-14-2018 @ 08:12 am
09-11-2018 @ 10:38 am	5897	Alamosa Outfall - Bidding Documents for September 4, 2018 Advertisement	09-12-2018 @ 11:01 am
09-12-2018 @ 08:00 am	5898	Request for bids for Outfall	09-17-2018 @ 10:23 am
09-12-2018 @ 11:07 am	5899	Press Release	09-12-2018 @ 03:40 pm
09-12-2018 @ 01:53 pm	5900	ArtScape Stuff	09-12-2018 @ 03:22 pm
09-13-2018 @ 11:08 am	5901	Quick Website Change	09-14-2018 @ 08:12 am
09-14-2018 @ 08:18 am	5902	PW Printer	09-14-2018 @ 01:04 pm

City of Alamosa: Brandon
All Tickets Last Month (60 items)
Generated on Oct 01, 2018 @ 04:46 pm

Create Date	Ticket #	Summary	Close Date
09-14-2018 @ 01:23 pm	5903	For ArtScape Web Page	09-14-2018 @ 02:21 pm
09-14-2018 @ 03:14 pm	5904	Rec Pro Error	09-14-2018 @ 03:27 pm
09-17-2018 @ 09:46 am	5905	VuVault	09-17-2018 @ 09:59 am
09-17-2018 @ 09:50 am	5906	2018 annual report	09-17-2018 @ 10:06 am
09-17-2018 @ 09:53 am	5907	Downtown Design Plan Web Page	09-17-2018 @ 01:13 pm
09-17-2018 @ 12:13 pm	5908	Press Release 12th Street Project	09-17-2018 @ 01:36 pm
09-17-2018 @ 12:23 pm	5909	Co-Branding Logo	09-17-2018 @ 01:45 pm
09-17-2018 @ 02:09 pm	5910	Website PD Department	09-17-2018 @ 03:56 pm
09-17-2018 @ 02:47 pm	5911	Remove Water Efficiency Plan Docs from the web	09-17-2018 @ 04:03 pm
09-17-2018 @ 04:22 pm	5912	Administrator	09-17-2018 @ 05:03 pm
09-18-2018 @ 10:14 am	5913	Projector and Conference Phone	09-24-2018 @ 08:17 am
09-19-2018 @ 07:56 am	5914	art voting poll	09-19-2018 @ 09:33 am
09-19-2018 @ 10:19 am	5915	Restored file	09-19-2018 @ 10:22 am
09-19-2018 @ 10:20 am	5916	Create Sync of GIS drive	09-19-2018 @ 11:55 am
09-19-2018 @ 10:50 am	5917	PD Drive	09-19-2018 @ 11:08 am
09-19-2018 @ 01:39 pm	5918	press release	09-19-2018 @ 02:59 pm
09-19-2018 @ 02:15 pm	5919	Body Cam Head	09-25-2018 @ 10:20 am
09-20-2018 @ 09:31 am	5920	Update Directory	
09-20-2018 @ 11:50 am	5921	UPDATE CHANNEL 191	09-20-2018 @ 02:07 pm
09-20-2018 @ 04:22 pm	5922	CONFERENCE PHONE	09-24-2018 @ 08:17 am
09-21-2018 @ 11:26 am	5923	Dispatch (CAD) Reports	
09-21-2018 @ 12:36 pm	5924	Digital Ally---AGAIN	09-25-2018 @ 08:55 am
09-21-2018 @ 02:03 pm	5925	ID Badge and email	09-21-2018 @ 03:21 pm

City of Alamosa: Brandon
All Tickets Last Month (60 items)
Generated on Oct 01, 2018 @ 04:46 pm

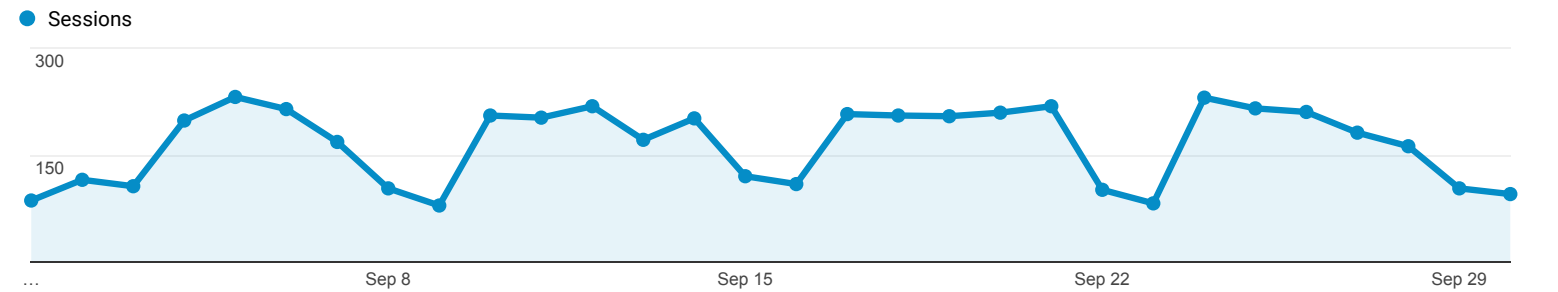
Create Date	Ticket #	Summary	Close Date
09-21-2018 @ 02:40 pm	5926	Press Release	09-21-2018 @ 03:56 pm
09-21-2018 @ 03:04 pm	5927	Press Release	09-21-2018 @ 03:15 pm
09-23-2018 @ 07:33 pm	5928	Council Video	09-25-2018 @ 04:27 pm
09-23-2018 @ 07:33 pm	5929	Cole Wifi	09-24-2018 @ 09:42 am
09-24-2018 @ 08:22 am	5930	Repair Install of ArcGIS	09-24-2018 @ 09:45 am
09-24-2018 @ 08:42 am	5931	For Website	09-24-2018 @ 10:47 am
09-24-2018 @ 01:33 pm	5932	New library employee	09-25-2018 @ 08:11 am
09-24-2018 @ 01:42 pm	5933	New staff person email	09-24-2018 @ 01:59 pm
09-25-2018 @ 08:46 am	5934	New employee badge not working	09-25-2018 @ 08:54 am
09-25-2018 @ 08:57 am	5935	Press Release	09-25-2018 @ 10:20 am
09-26-2018 @ 10:53 am	5936	Cody Van Ry does not have access to X drive (PD)	09-26-2018 @ 08:09 pm
09-27-2018 @ 12:49 pm	5937	USB power pack at Front Circ desk is beeping like mad!	09-27-2018 @ 01:27 pm
09-28-2018 @ 09:58 am	5938	Install Irfanview	09-28-2018 @ 10:51 am
09-28-2018 @ 09:59 am	5939	Install irfanview pdf plugin	09-28-2018 @ 10:01 am

Audience Overview

All Users
100.00% Sessions

Sep 1, 2018 - Sep 30, 2018

Overview



Sessions

4,948

Users

3,532

Pageviews

10,727

Pages / Session

2.17

Avg. Session Duration

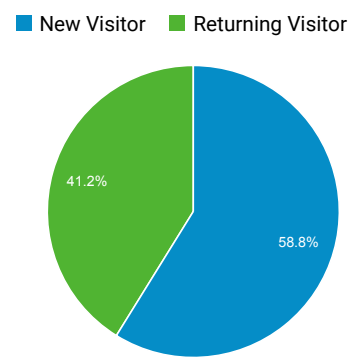
00:01:45

Bounce Rate

50.69%

% New Sessions

58.81%



Language		Sessions	% Sessions
1.	en-us	4,769	96.38%
2.	fr-fr	58	1.17%
3.	en-gb	23	0.46%
4.	fr	21	0.42%
5.	ro-ro	14	0.28%
6.	nl-be	11	0.22%
7.	ko	10	0.20%
8.	de-de	4	0.08%
9.	en	4	0.08%
10.	es-419	4	0.08%

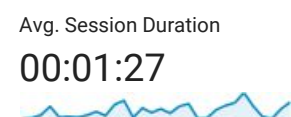
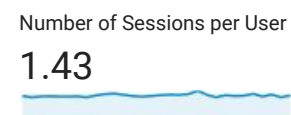
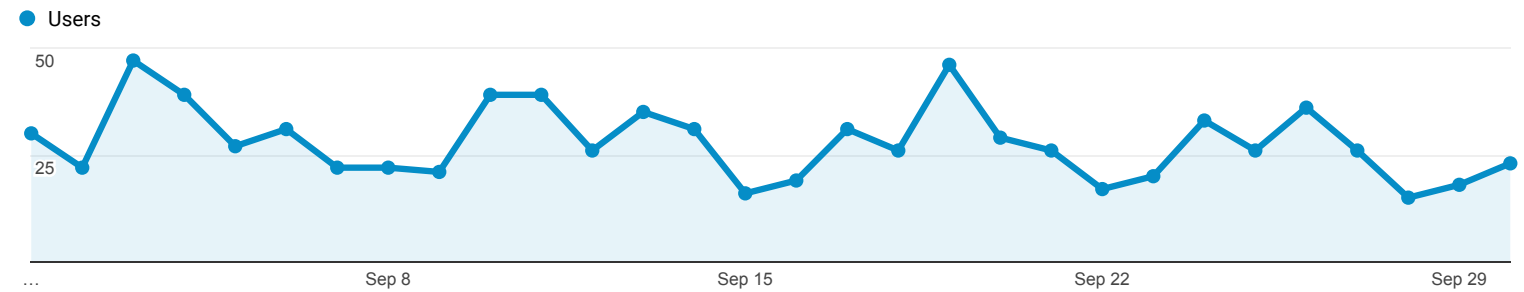


Audience Overview

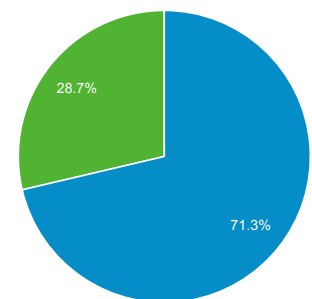
All Users
100.00% Users

Sep 1, 2018 - Sep 30, 2018

Overview



■ New Visitor ■ Returning Visitor



Language		Users	% Users
1. en-us		608	95.15%
2. fr		18	2.82%
3. es-es		2	0.31%
4. es-xl		2	0.31%
5. en		1	0.16%
6. en-ca		1	0.16%
7. en-gb		1	0.16%
8. fi-fi		1	0.16%
9. fil		1	0.16%
10. ja		1	0.16%



Device Activity Report

Report Generation Info

Created Date:

10/01/2018 4:44 PM

Created By:

jbelknap

Machine Name:

PC1156

	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink	
Total	1251	100%	30	2%	235	19%	980	78%	2	0%	4	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink	
HEREDIA	190	15%	0	0%	0	0%	190	100%	0	0%	0	0%
AGARCIA	148	12%	2	1%	0	0%	146	99%	0	0%	0	0%
VENEMAN	82	7%	0	0%	0	0%	82	100%	0	0%	0	0%
Car Unit 10	74	6%	0	0%	69	93%	5	7%	0	0%	0	0%
LOPEZ	70	6%	0	0%	0	0%	70	100%	0	0%	0	0%
NORTHRUP	60	5%	0	0%	0	0%	60	100%	0	0%	0	0%
PICHON	58	5%	0	0%	0	0%	58	100%	0	0%	0	0%
RUSSELL	48	4%	0	0%	0	0%	48	100%	0	0%	0	0%
SQUIRES	47	4%	0	0%	0	0%	47	100%	0	0%	0	0%
HADLEY	46	4%	4	9%	0	0%	42	91%	0	0%	0	0%
Car Unit T1-13	44	4%	0	0%	31	70%	13	30%	0	0%	0	0%
Car Unit 19	43	3%	14	33%	28	65%	1	2%	0	0%	0	0%
KINDSCHUH	34	3%	3	9%	0	0%	31	91%	0	0%	0	0%
EARLS	34	3%	0	0%	0	0%	34	100%	0	0%	0	0%
KHOKHETKHAM	33	3%	0	0%	0	0%	33	100%	0	0%	0	0%
Car Unit 4	31	2%	0	0%	28	90%	3	10%	0	0%	0	0%
Car Unit 3	26	2%	7	27%	11	42%	4	15%	0	0%	4	15%
COULSON	24	2%	0	0%	0	0%	24	100%	0	0%	0	0%
BERTSCH	18	1%	0	0%	0	0%	18	100%	0	0%	0	0%
Car Unit 2	18	1%	0	0%	13	72%	5	28%	0	0%	0	0%
DORDAN	18	1%	0	0%	0	0%	18	100%	0	0%	0	0%
Car Unit 15	14	1%	0	0%	13	93%	0	0%	1	7%	0	0%
COOPER	14	1%	0	0%	0	0%	14	100%	0	0%	0	0%
Car Unit T2-20	14	1%	0	0%	11	79%	3	21%	0	0%	0	0%
Car Unit 8	13	1%	0	0%	13	100%	0	0%	0	0%	0	0%
KNAUER	12	1%	0	0%	0	0%	12	100%	0	0%	0	0%
Car Unit 16	8	1%	0	0%	6	75%	2	25%	0	0%	0	0%
DOMINGUEZ	8	1%	0	0%	0	0%	8	100%	0	0%	0	0%
Car Unit 14	5	0%	0	0%	5	100%	0	0%	0	0%	0	0%
Car Unit 25	5	0%	0	0%	4	80%	1	20%	0	0%	0	0%
IGARCIA	4	0%	0	0%	0	0%	4	100%	0	0%	0	0%
Car Unit 18	3	0%	0	0%	0	0%	2	67%	1	33%	0	0%
Car Unit 23	2	0%	0	0%	2	100%	0	0%	0	0%	0	0%

Device Name	Total		Continuation		Lights		Record Button		Vehicle Speed		VuLink	
ROGERS	1	0%	0	0%	0	0%	1	100%	0	0%	0	0%
Car Unit 6	1	0%	0	0%	1	100%	0	0%	0	0%	0	0%
DECKER	1	0%	0	0%	0	0%	1	100%	0	0%	0	0%

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

Prepared and distributed 14 birthday cards.

LIQUOR:

- Liquor License Renewals:
 - o Calvillo's
 - o SLV Brewing Company
- Liquor License Inspections
 - o The Rubi Slipper
 - o Knights of Columbus
 - o Calvillo's
 - o SLV Brewing Company
- New License Application:
 - o Tempura House
 - o Juanito's

COURT:

- Met with Center for Restorative Programs
- Attended Department meeting with Judge

RECORDS:

- Attended Laserfiche webinar

OTHER:

- Attended bi-weekly meetings with Mayor and City Manager.
- Attended weekly Leadership Team meetings.
- Attended Regular Council meetings and Work Sessions.
- Attended Artscape Unveiling.
- Helped City Manager with Chief of Police candidate interviews.
- Attended dinner meeting with Council and County Commissioners.
- Met with Councilor Carson for regular monthly meeting.
- Met with Mayor Coleman for regular monthly meeting.
- Deputy Clerks attended CML District 8 Meeting – Clerk's office coordinated details of event from May – September.

Violations by Filed Date...

PARKING	33	
CITY ORDINANCE	33	
TRAFFIC	20	
Total Filed Violations	86	

Completed Cases...

Paid Fine...

PARKING	14	
CITY ORDINANCE	5	
TRAFFIC	22	
Total Paid Fines	41	

Before Judge...

PARKING	1	
CITY ORDINANCE	9	
TRAFFIC	1	
Total Before Judge	11	

Total Completed	52	
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Other Completed...

DISMISSED AFTER DEFERRED

PARKING	0	
CITY ORDINANCE	15	
TRAFFIC	5	
Total	20	

DISMISSED BY JUDGE

PARKING	0	
CITY ORDINANCE	2	
TRAFFIC	0	
Total	2	

DISMISSED BY PROSECUTOR

PARKING	0	
CITY ORDINANCE	2	
TRAFFIC	0	
Total	2	

Total Other Completed	24	
-----------------------	----	--

Grand Total Completed	76	
-----------------------	----	--

Net Difference Filed/Complete	10	
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CITY OF ALAMOSA

Page: 2

Report For September 1, 2018 Thru September 30, 2018

FILEDST

Warrants...-----
Issued...

PARKING	0	
CITY ORDINANCE	36	
TRAFFIC	2	
Total Violations		38
Total Warrants Issued		38

Cleared...

PARKING	0	
CITY ORDINANCE	31	
TRAFFIC	1	
Total Violations		32
Total Warrants Cleared		32
Change in Total Warrants		6

Other Paid Cases...-----
Paid Fine...

Total Other Paid Fines	28
------------------------	----

FINE FINE	\$5,313.55
TP SERVICE CHARGE	\$129.92
PD SUR PD SURCHARGE	\$770.00
REST RESTITUTION	\$752.55
CCOST COURT COSTS	\$379.64
VA VICTIMS ASSISTANCE	\$135.86
BF BOND FORFEITURE	\$250.00
LATE LATE FEE	\$83.53
WF WARRANT FEE	\$60.00
DEFER DEFERRED FEE	\$25.00
DFLT DFLT JUDGMENT	\$30.00
Total Fees/Fines Paid	\$7,930.05

HUMAN RESOURCES MONTHLY REPORT

September 2018

New Employees:

Cody Van Ry	Community Service Officer	Police Department
Marco Ledezma	Community Service Officer	Police Department
Katelyn Gallegos	Cashier/CSR	Parks and Rec
David Schlesinger	Sports Official	Parks and Rec
Christian Batzer	IT Tech I	IT Department
Hannah Goddard	Sports Official	Parks and Rec
Sean Stotler	Sports Official	Parks and Rec
Cardarius Tobin	Sports Official	Parks and Rec
Kim Amedei	Library Assistant	Parks, Rec, and Library
Breanne Buchner	Cattails	Golf Course

Exiting Employees:

Tim Summers	WWW Tech I	PW-Utility Dept
-------------	------------	-----------------

Workers Compensation:

New filings: 2



Alamosa Police Department

September 2018 Month End Report

Part 1 Crime Category	Jul-18	Aug-18	Sep-18	Sep-17	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	0	0	0	0	0
Sexual Assaults	3	1	3	1	2	13
Robbery	0	1	1	3	-2	9
Aggravated Assault	1	1	4	2	2	12
Total Violent Crimes	4	3	8	6	2	34
Part 1 Property Crimes						
Burglary	9	4	5	12	-7	59
Larceny	35	55	29	52	-23	363
Vehicle Theft	3	3	3	3	0	20
Total Property Crimes	47	62	37	67	-30	442
Total Part 1 Crimes	51	65	45	73	-28	476
Miscellaneous Offenses						
Domestic Violence	5	8	11	10	1	60
Simple Assault	4	3	10	10	0	39
Drug Related	11	12	5	20	-15	75
Liquor Laws	1	2	2	7	-5	19
Harassment	7	8	11	11	0	80
DUI/DWAI/DUID	3	9	8	14	-6	58
Arson	0	0	0	0	0	4
Traffic Related					0	
Traffic Accidents	25	42	48	41	7	301
Fatal	0	0	0	0	0	0
Injury	1	9	6	4	2	44
Property Damage	24	33	42	37	5	257
Community Service Ofc						
Dogs picked up	7	6	6	5	1	59
Animal Bites	2	0	1	1	0	13
Barking Dog Complaints	3	1	0	0	0	9
Wildlife Calls	9	6	6	11	-5	59
Weed/Trash Removal	35	36	33	0	33	156
Snow Removal	0	0	0	0	0	1
Towed Vehicles	0	1	1	5	-4	3
Red Tagged Vehicles	10	4	11	1	10	47
Summons Issued	2	2	38	4	34	94
Calls for Service	126	101	237	145	92	1190

Submitted by: Ken Anderson, Chief of Police



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>September</u>	<u>Total 2018</u>	<u>Total 2017</u>
Graves opened & closed	8	44	39
Graves set up services	8	44	39
Graves raised to grade	4	93	107
Cemetery single spaces sold	7	43	31
Stones leveled	2	135	48
Columbarium Niches sold	0	0	1
Disinterment	0	0	0

- **Tree Related Activities**

	<u>September</u>	<u>Total 2018</u>	<u>Total 2017</u>
Trees Pruned/Trimmed	16	192	117
Tress Planted	5	34	23
Trees Removed	2	22	7
Trees Moved	0	0	0

- **Park Activities**

Worked accomplished:

- Parks
 - Weekly check and maintenance of play equipment; get playground log and spraying log up to date
 - Daily trash pickup of parks, cemetery, and ranch
 - Clean pavilions and BBQs
 - Mow parks and cemetery
 - Haul dirt from Friends Park to Cole pump track
 - Fix broken sprinklers in parks and cemetery
 - Paint vandalism
- Carroll Park
 - Line soccer fields
 - Replace faucet
- Dog Park
 - Worked on Lee Dog Park
- Zapata Park
 - Work on bathrooms
- Other
 - Funerals and grave digging, locates for public and stone setters, raise graves and level head stones, mow and trim, and work on cemetery records
 - Raise and lower flags
 - Set up and take down banners and signs
 - Set up for Oktoberfest
 - Haul poly carts and bales for special events
 - Trim medians and prune trees
 - Service all equipment and repair mowers

- Spray weeds
- Stage set ups and maintenance on stage
- Fix split rail
- Trash pickup on river dike
- Drip line, plant trees, gravel and fabric, and remove stump at Rec Center

Spring/Summer Activities Guide

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

SPORTS & ACTIVITIES

Adult Sports

- **Men's Basketball:** Team registration will be open from September 24th-October 22nd. Team fees are \$275 and player fees are \$30/player. The captains meeting will take place on September 18th at 5:30pm.

Youth Sports

- **Youth Basketball:** Registration goes from August 1st-October 1st for 1st-6th graders for \$20. Games are set to begin in late October. There will be a skills assessment for 5th and 6th grade boys and girls Monday October 1st at 5:30pm. This allows coaches to draft teams with equal skill levels.
- **Denver Nuggets Skills Challenge:** Kids between the ages of 7-14 are invited to test their skills in dribbling, passing, and throwing in our annual Denver Nuggets Skills Challenge! The event will take place Wednesday, December 5th at 5:30pm at the AFRC. The cost is free to all participants and parents are encouraged to come cheer the kids on.
- **Youth Ice Hockey:** Registration goes from August 1st-November 26th for Ages 5-13 for \$45. The equipment fitting is scheduled for November 26th at 5:30 pm where a \$25 cash or check deposit is required for hockey equipment. Games are set to begin in early January.
- **Youth Volleyball:** Registration goes from August 1st-January 21st for 2nd-6th graders for \$20. Games are scheduled for late February.
- **NEW- Youth Sand Volleyball Clinic:** Bring the kids out for a fun, new experience in Sand Volleyball. Boys and Girls ages 7 - 14 will be directed in this clinic-style program, focusing on the fundamentals of sand volleyball and having fun. Participant Registration Deadline is Sept 8; cost is \$10. Clinic sessions are Sunday afternoons, 2pm-3pm, September 9th - September 30th @ the Carroll Park Sand Volleyball Courts.

RECREATION CENTER HOURS

May 1 - October 31

Monday – Thursday: 6am – 9pm

Friday: 6am – 6pm

Saturday: 7am – 3pm

Sunday: CLOSED

November 1 - April 30

Monday – Thursday: 6am – 10pm

Friday: 6am – 6pm

Saturday: 7am – 6pm

Sunday: 12pm – 6pm

Rec Center Revenue

	August		July		June		May	
	2018	2017	2018	2017	2018	2017	2018	2017
Courses	\$4,527.00	\$3,498.00	\$5,354.00	\$3,707.00	\$5,354.00	\$3,707.00	\$3,980.00	\$3,781.00
Facility Rentals	\$1,277.00	\$2,548.60	\$5,057.48	\$1,351.20	\$5,057.48	\$1,351.20	\$1,909.50	\$1,691.00
Membership	\$4,031.83	\$2,866.03	\$3,693.29	\$4,167.33	\$3,693.29	\$4,167.33	\$5,408.90	\$3,836.70
Merchandise	\$5,008.62	\$4,966.00	\$5,105.55	\$6,927.27	\$5,105.55	\$6,927.27	\$8,292.99	\$6,290.80
Total	\$14,844.45	\$13,878.63	\$19,210.32	\$16,152.80	\$19,210.32	\$16,152.80	\$19,591.39	\$15,599.50

Rec Center Door Count

January 2018	36,068	January 2017	29,114
February 2018	22,859	February 2017	22,218
March 2018	21,848	March 2017	16,985
April 2018	17,721	April 2017	11,967
May 2018	15,810	May 2017	14,574
June 2018	32,845	June 2017	24,041
July 2018	15,958	July 2017	16,384
August 2018	13,109	August 2017	13,277
September	13,925	September 2017	13,665
		October 2017	17,111
		November 2017	21,042
		December 2017	<u>19,654</u>
Average per Month:	21, 127	Average per Month:	16,669

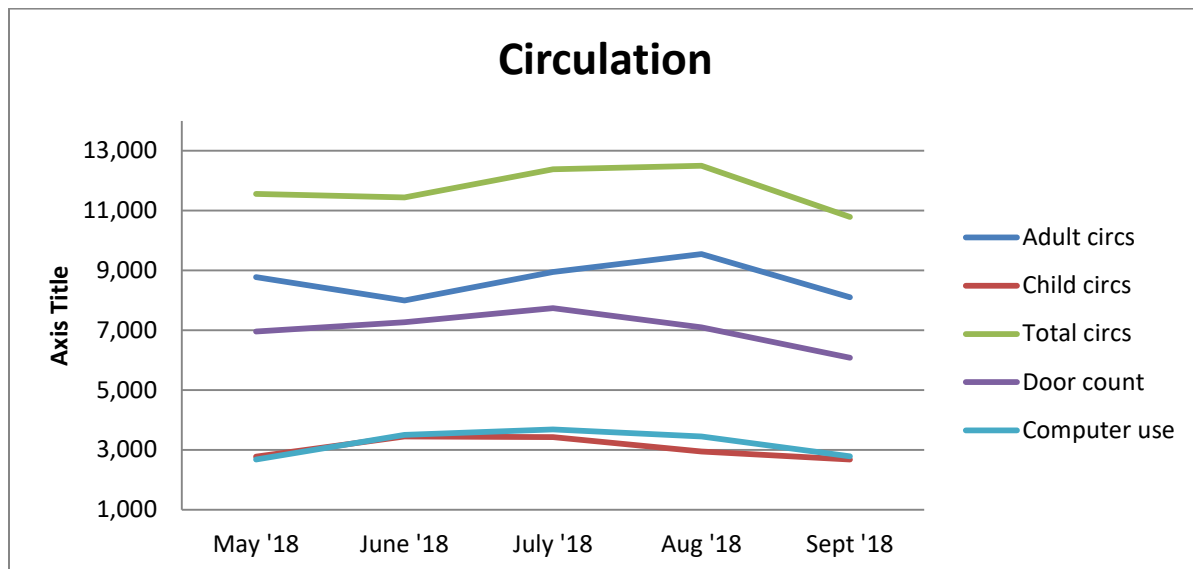
Library Manager Report – September 2018

Library Stats

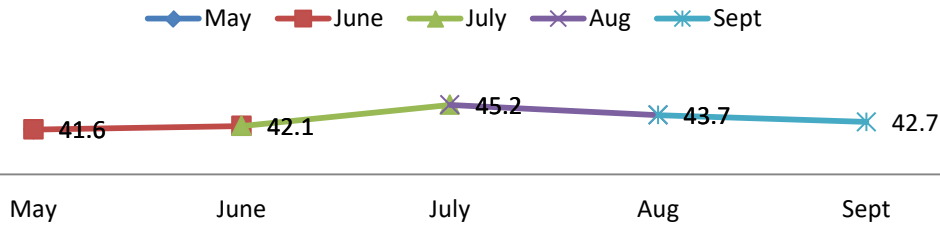
Website Counter

	September	August	July	June	May
Pageviews	2,020	2,232	2,405	2,730	2,296
Sessions	914	1,001	1,006	1,225	1,117
1 st Time Visitors	510	597	539	748	658
Returning Visitors	129	142	147	140	136

MONTHLY	STATISTICS	SUMMARY			
	September	August	July	June	May
Adult Circs	8,108	9,552	8,951	7,992	8,827
Child Circs	2,683	2,947	3,434	3,452	2,584
Total Circs	10,791	12,499	12,385	11,444	11,411
Hours Open	253	286	274	272	274
Circs per hour	42.7	43.7	45.2	42.1	41.6
CLC Circs	2,208	2,213	2,123	2,062	2,030
Door Count	6,085	7,096	7,742	7,274	6,560
Computer Use	2,788	3,453	3,684	3,508	2,892
Aspen e-books	220	198	228	161	160
TumbleBooks	1	4	6	2	2
FindIT CO Queries	Canceled	10	15	58	65



Average Hourly Circulation



Collection Development:

September: Staff added 322 new materials to the library collection: 232 books, 61 magazines, 5 audiobooks, and 24 DVDs. This process includes purchasing, cataloging, and material processing. 849 items were discarded.

Staff announcements.

September: Volunteers: We had a total of 101.5 volunteer hours this month. Patty Campbell, Jane Trujillo and Leroy Espinoza, our faithful volunteers, work in the staff room doing miscellaneous jobs and Inventory. Our SER National (Service, Employment, Redevelopment) Senior Trainee worked 75 hours with us

Community Involvement

- 
 Of 16 “Storytime To Go Kits”, we have had 119 checkouts between August 2017 and September 2018.



- September:** There are 69 children signed up for our Planting Seeds, 1,000 books program. In this program, as each child reads 100 books, they receive 1 free book. Three children/parents have completed the program.



- September:** Family, Friends and Neighbors program - 25 caregivers are signed up and all received Early Literacy Kits containing EL books, music, toys.



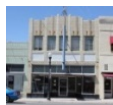
- **September:** Movie Night “Goodbye Christopher Robin” - Biography/Drama: A rare glimpse into the relationship between beloved children's author A. A. Milne (Domhnall Gleeson) and his son Christopher Robin, whose toys inspired the magical world of Winnie the Pooh. Along with his mother Daphne (Margot Robbie), and his nanny Olive, Christopher Robin and his family are swept up in the international success of the books; the enchanting tales bringing hope and comfort to England after the First World War. But with the eyes of the world on Christopher Robin, what will the cost be to the family? We had 8 attend the showing September 14, 2018



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



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



- The Historic Preservation Advisory Committee meets the second Tuesday each month in the Local History Room.
- The People First group, persons with disabilities in the San Luis Valley, meets weekly, Sunday afternoons, in our Local History room.
- **SLV Playdates “Baby Time”:** Parents bring their infants and join other SLV families for an informal get-together! It is a special time for reading, singing, motor skill development, and socialization! In September 19 babies and 16 parents attended.
- **Kit Fly Event:** September 19th Early Childhood Council put on their annual Kite Fly event. Our children’s librarian did story times for 123 kids and adults.



- **September:** 346 children and parents attended the Tuesday and Friday Storytimes.



- **September:** San Luis Valley Origami workshop at the library was September 15th with 11 participants. The next workshop is scheduled for October 13, 2018.



- **Alamosa Farmers' Market** Saturday, September 29th, Holly arranged a little Jr. Librarian challenge, with bins of books to be sorted, alphabetized, and shelved. She also had journal making supplies so children could create Farmers' Market Observation Journals. We gave away small boxes of crayons so that children could take their journals around the Market and draw or write about what they observed. She also encouraged them to take a look at signs and write some of the letters they saw, especially children who fretted that they were not reading or writing yet. They made 30 journals that morning! Of course, we're famous for our popcorn, so we had popcorn and apple juice available for an autumn feel. We had 40 kids and 20 adults share in the fun.
- **Hands on History:** Alamosa Public Library and Fort Garland Museum have teamed up to bring you a new program on Alamosa Elementary early release Wednesdays. Join us every other Wednesday for our Hands on History program, "The Time Traveler's Passport." September attendance was 35 children and adults.

Starting September 5th, 2018 from 1:00 to 3:00 pm. there will be a program for every early release Wednesday through December at the Alamosa Public Library. Each session, we will travel through time and learn about a different ancient civilization through engaging STEM-based activities. This is a free program to all Alamosa Elementary students.



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

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

August: Stewardship for LFL at:

Food Bank – WCC added 135 books; **La Puente** – FOL (Friends of the Library) refilled with 25 books; **Zapata Park** –Jan Oen & Don Thompson refilled with 10 books; **Senior Center** – KREBS 0 books; **Nancy Cutters Office** (Optimist) – no changes; **SLV Immigrant Resource Center** (Optimist) – no changes

Cole Park (library staff) we refilled with 30 books.



Friends of Alamosa Public Library

- The September Book Sale proceeds were \$1,528.35
- The Friends are collecting donations for the next book sale, November 3, 2018.
- Membership of Friends of the Library is now at 52 members.
- Friend's meeting was September 18, 2018 with 7 members in attendance. Next scheduled meeting is October 16, 2018.
- The manager of the Narrow Gauge COOP bookstore presented the Friends with a check for \$200 from sales of used books at the bookstore.

Children's Services Monthly Report

September

2018

Monthly Overview – September offered lots of different experiences packed into one month: Storytime to a couple of ECC events, a fun tent at the Farmers' Market, Stone Soup Day at the elementary school, and the first school library tour of the school year!

Storytime - Storytime is *back!* After a month long hiatus, planning and preparing for Storytime has been almost as fun as Storytime itself! Our numbers have been pretty high on both Tuesdays and Fridays, and each week it seems we're welcoming at least one new family who has never been to Storytime before. I think word-of-mouth really works in this community, because many of the newcomers have said, "I heard about this from so-and-so," more than "I saw it on your website," or "We saw it in the paper." It's such a lovely community and I'm really happy to be a part of it.

Storytime

Date	Rhythm & Rhyme	Fun and Fantasy	Total
9/4/18	11k; 11a; 22t	--	22
9/7/18	13k; 8a; 21t	12k; 8a; 20t	41
9/11/18	15k; 12a; 27t	--	27
9/14/18	29k; 29a; 58t	22k; 15a; 37t	95
9/18/18	9k; 8a; 17t	--	17
9/21/18	12k; 10a; 22t	14k; 9a; 23t	45
9/25/18	21k; 20a; 41t	--	41
9/28/18	17k; 12a; 29t	17k; 12a; 29t	58
TOTAL			346

Special Events

DATE	EVENT	PARTICIPATION
9/5/18	Hands on History	10k; 4a; 14t
9/10/18	SLV Play Dates Baby Time	5a; 6k; 11t
9/17/18	SLV Play Dates Baby Time	7k; 6a; 13t
9/19/18	Hands on History	15k; 6a; 21t
9/19/18	ECC Kite Fly Event	80k; 43a; 123t
9/24/18	SLV Play Dates Baby Time	6k; 5a; 11t
9/26/18	Sanford Elementary School – Kindergarten	30k; 8a; 38t
9/29/18	Farmers' Market Library Pop-Up	40k; 20a; 60t
TOTAL		291

Total Children's Services Visits for September: 637

Early Release Day Programming with Fort Garland Museum – Hands on History

The Hands on History "Time Travelers' Passport" series of programming is underway! Kelley Ivers, Education Coordinator for Fort Garland Museum, and I hosted two early-release day afternoon events at the library this month. Both went well, and the group seems to be growing! At the Farmers' Market, I even heard parents who have attended inviting other families to join! Kelley comes well-prepared with STEM-based activities and always includes a story to read! It's a great marriage of our programming.

Colorado Cities and Towns Week – 9/10 – 9/14 During all Storytime sessions on the week of Sept. 10th, we celebrated Colorado Cities and Towns week in conjunction with other events going on in Alamosa and across the state. I chose to focus on our sanitation workers and all that they do to keep our city such a pleasant place to live! Mark Gonzales, the Solid Waste Superintendent, was an absolute joy! I was really only asking if he would be able to drive a truck over to Cole Park for a few minutes on Friday, Sept. 14th so that the Storytime attendees could walk around a big garbage truck and see how big it is. Mark had other – far more awesome – plans. He brought two garbage trucks and two other cargo trucks. He brought samples of compacted trash bundles, different recyclables, a jammin' garbage truck song and speaker, as well as *characters!* Two members of his team *wore* trash bins as costumes! Two other members of his team wore a tiger character head and a panda character head for the event! They danced around and let the children sit in the giant trucks! They showed us how the levers on the sides worked to crush the trash. They dumped dumpsters and even brought full trash bins to show us how the arm on the truck works to pick up each bin and dump it. The children and adults were thrilled, and it made quite an impression. I heard one dad remark to his daughter, "Where would we be without these guys?" Mission accomplished.

ECC Kite Fly – This annual event has been a community favorite for many years. The ECC had a new event coordinator, Cindy Harris, who gave me a lot of freedom in deciding what I wanted the library's participation to look like. I offered short Storytimes at the top of the hour and on the half hour from 9 until 2, and we had a lot of fun! I would love to participate in this event again next year.

School Tour – Sanford Elementary's kindergarten classes came through for a short tour and Storytime session focused on library use and care of books. To be honest, I think they got more than they bargained for and were pleasantly surprised at the level of engagement they received from library staff. I think the school tours make a big impact on children who may have never been to the library outside of their school, so I will try to accommodate as many as I possibly can this school year!

Farmers' Market Library Pop-Up – This was just plain *fun*. Sometimes it can be hard to give up a Saturday morning, but not for the Farmers' Market mini-library tent! We had a two hour window, plus time for set-up and break-down, and I had a pretty steady stream of people coming through! We brought along the Little Read Wagon as well as some cushions for lounging with a book. I arranged a little Jr. Librarian challenge, with bins of books to be sorted, alphabetized, and shelved. I got two new Jr. Librarians certified! One, Ginger Rockcastle, stayed as my assistant and helped me pack up at the end! She's a future teen volunteer, for sure! We also had journal making supplies so children could create Farmers' Market Observation Journals. We gave away small boxes of crayons so that children could take their journals around the Market and draw or write about what they observed. I also encouraged them to take a look at signs and write some of the letters they saw, especially children who fretted that they were not reading or writing yet. We made 30 journals that morning! Of course, we're famous for our popcorn, so we had popcorn and apple juice available for an autumn feel.



Colorado Children's Campaign Community Luncheon – I was invited by the ECC to a luncheon and presentation of the 2018 Kids Count in Colorado report. The presentation focused on their data from the San Luis Valley, so it was enlightening for me to learn more about the demographics of my new home. We learned that the teen pregnancy rate is down, but the teen suicide rate is alarming. The data presented was collected through 2016, and there was a large gap in per student funding in

Colorado versus the national average. The attending state senator voiced his concern that funding that has gone toward closing this gap is not reflected in the data presented. Sparky discussion ensued! It was a good opportunity to be part of the wider community of professionals in this field.

SLV Playdates – This group has a pretty consistent attendance now! They are a little more directed each session, and there have been some new faces in the last few sessions. It's really nice to see this group grow into what they aimed to be.

Weeding and Collection Development – Weeding has really been slow, as this month has been so very busy! We were able to put a lot of books into the last Friends of the Library book sale, and there will be more to come. Salai and I set a goal of being finished by the time Koha is replaced, so I'm shooting for December at this point.

FFN – We added one more FFN member in September. As our group grows, I will start thinking about more ways to bring them together at the library! We only have one Spanish FFN kit left to give away, and Salai and I discussed other ideas about what we could give to new FFN in the future.

Planting Seeds – We have 69 participants in our program, adding 2 this month! We are stocked with plenty of supplies to continue this worthwhile program.

Holly Van Hoy
Children's Librarian

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Valley Scrap Metal Conditional Use Permit Appeal - Appeal of the Planning Commission action to deny the Valley Scrap Metal Conditional Use Permit application at 201 6th Street

Recommended Action:

Staff recommends that Council overturn the Planning Commission action to deny and approve the Valley Scrap Metal Conditional Use Permit subject to the recommended conditions discussed below:

1. The applicant must install an 8-foot fence to screen the outdoor storage operations or the applicant may substitute a 6-foot tall fence capped with 3 strands of barbed-wire not to exceed 8 feet above grade, but must employ a method to make the fence opaque to 8 feet above grade.
2. The applicant must install 6 canopy trees – 2 on the south frontage, 2 on the west frontage and 2 on the north frontage, as illustrated on the exhibit. These trees will be required in-lieu of the standard Class B Bufferyard.
3. The applicant shall install a 10-foot by 20-foot parking pad with a six (6) inch curb on the two long sides and one short side that will serve as a hazardous materials containment area. Vehicles awaiting VIN verification that have the potential to leak hazardous materials are required to park on this pad until removed from the site. If the applicant exercises the option to pave the site that he has until June 19, 2019 to complete the paving.
4. The applicant shall provide a minimum 25-foot separation between the existing wooden structure and any materials stored on site.
5. The wooden structure shall be used for dry storage and an office only.
6. The applicant shall be required to schedule regular inspections with the Chief of the Alamosa Fire Department or his/her designee.
7. The business shall not generate noise beyond 45dBA between the hours of 9:00 pm and 7:00 am. As required by Section 21-2-206 of the UDC.
8. Any lighting installed by the applicant shall be fit with reflectors that permit only downcast lighting or prevent the spilling of light onto adjacent properties.

Background:

The subject property is located at 201 6th Street, immediately east of Les' Glass and across 6th Street from the rail yard. The property is zoned I - Industrial and the proposed scrap metal business is a permitted use subject to a Conditional Use Permit. The site had two large piles of scrap metal that existed prior to the application being submitted. The applicant requested to process the existing metal on site and clean up the property while the application was being processed. Staff advised the applicant that he could continue to clean the site; however, he could not operate the commercial operation until his permits were in place. While the application was being processed the Spring Fire occurred. As part of the Forbes Park clean-up, the applicant has been awarded a contract to remove the salvageable metal from the fire zone. Two truck loads of fire debris were hauled to the site for sorting. The materials have since been removed and the site is clean.

The scrap metal business is proposed to operate more like a transfer station than a junk yard where materials are brought to the site and stored. Materials (including abandoned or wrecked vehicles) are brought to the site sorted and processed and then hauled to Pueblo for sale. Most of the materials come to the site on a truck, which is parked overnight before being hauled to Pueblo. Vehicles that do not have a clear title are typically stored on the site while a VIN check and title transfer is cleared by the State Patrol.

This application has been in process since August. The Planning Commission first heard this request on August 17, 2108. At that time the Planning Commission continued the application at staff's request because of some outstanding issues related to hazardous materials (anti-freeze, engine oil, fuel, lead acid batteries, etc) handling and storage. The applicant was not at the August 17 meeting because the staff report was sent via regular mail and he did not receive the staff report until the day after the planning commission meeting.

Please refer to the attached August 17, 2018 Staff Report for additional background information on the referrals to City departments and outside agencies

On September 10, 2018, staff met with the applicant at the property to discuss the hazardous materials issues related to the business. The applicant noted that vehicles undergoing a VIN check need to be stored on site for 7-10 days while the title is being processed, or he strips out parts for his race cars. Staff was concerned that the stored vehicles may leak anti-freeze, engine oil, fuel or other hazardous materials into the soil. The applicant proposed to build a 10'x10' concrete pad to park vehicles on that might have potential leaks. Staff asked the applicant to make the pad 10'x20' (the size of a standard parking space) and put a 6 inch curb around 3 sides so the concrete pad would function like a containment vessel if a spill were to occur. The applicant agreed to do this. The applicant also noted that he has an agreement with the adjacent Tim's Transmission to process the automotive wastes from Valley Scrap Metal along with their hazardous materials.

Staff met again with the applicant on October 5, 2018. At that time he advised staff he is considering paving the property so soil contamination would not be an issue. If the applicant chooses to pave the site, staff would recommend Condition 3 be modified to give the applicant until June 15, 2019 to complete the paving.

Other Issues:

Fencing: Section 21-4-506 requires berming, landscaping and an 8-foot tall fence to secure and screen an outdoor storage use like a scrap metal, salvage or junkyard. Prior to making application for the Conditional Use Permit the applicant fenced the property with a 6-foot chain link fence. The applicant has proposed the installation of fabric screens to further screen the scrap metal business from Sixth Street. At the meeting the applicant noted the screens have been ordered and will be installed soon. The applicant also noted that even with the fencing his trucks were recently vandalized and asked if he could install barbed wire for additional security. Barbed wire is a permitted use in the I Industrial zone. While not an elegant solution for the downtown, the installation of barbed wire will provide additional security and raise the fence to the required 8-foot height. Staff recommends the applicant be permitted to install the barbed wire up to a maximum of 8 feet, and devise a means to ensure that the fence is opaque for 8 feet above grade as required by the UDC.

Class B Bufferyard: The UDC requires a Class B Bufferyard to screen businesses with outdoor storage. This site has the benefit of having several mature trees. The mature trees provide screening in excess of what a Class B Bufferyard would. Staff therefore recommends a modified buffer to infill the gaps as shown on the attached exhibit. A Class B Bufferyard requires 2 canopy trees and 1 evergreen tree for every 100 lineal feet of property line. To provide infill screening, staff would recommend the planting of 2 canopy trees at each of the three location or 6 trees total.

Existing Residence: The existing residence is used for dry storage and as an office. The industrial zone does not permit residential units. As long as the building is being used as an office it may remain. The Fire Chief has requested that a minimum separation of 25 feet be maintained around the wood frame building. The 25-foot setback will provide for emergency services access.

Fire Department Issues: As previously noted, the Fire Chief has requested a minimum 25-foot separation between the wood frame building and any materials stored on site. The Fire Chief has also requested periodic inspections of the property to ensure hazardous materials are being stored properly, and proper fire safety and fire suppression protocols are being observed.

Operations: Section 21-2-206 of the UDC limits noise to no more than 45 dBA between 9:00 p.m. and 7:00 a.m. The site must not produce noxious odors that are offensive to surrounding property odors. Any lighting of the site shall be confined to the property. Luminaires shall be fit with reflectors that force the light to be cast downward and not spill across property boundaries or out into the night sky.

Planning Commission Hearing: On September 27, 2018, the planning commission was scheduled to hear the Valley Scrap Metals application continued from August 17. There was some confusion about whether the planning commission meeting started at 6:00 pm or 7:00 pm. The applicant arrived at the meeting a little before 7:00 pm. The planning commission waited a few minutes for the applicant to arrive and opened the meeting at 6:05 pm. With applicant as a no show the planning commission denied the application and adjourned the meeting. As the planning commission was leaving the applicant arrived. Staff asked the planning commission if they wanted to reconvene and hear the applicant's testimony. The planning commission left without hearing the applicant. Under the new Unified Development Code, a Conditional Use Permit would be reviewed by the Planning Commission and forwarded to the Council for "ratification" on the consent Agenda. In this case the Valley Scrap Metal application would have been scheduled for the October 17, 2019. To discuss this application, the Council would have to pull the item from the Consent Agenda and either address it later in the meeting or schedule a hearing on November 7, 2018.

To save the applicant the two additional weeks, staff recommended the applicant appeal the planning commission action and get placed on the October 17 Council agenda. The letter of appeal is attached.

Issue Before the Council:

Does Council wish to uphold the Planning Commission decision to deny the Valley Scrap Metal Conditional Use Permit application or overturn the Planning Commission decision and approve the application, subject to the conditions recommended by staff in the Background section, above.

Alternatives:

Council can deny the application as submitted with findings; approve the application with the conditions submitted by staff; or, approve the application with amended conditions of approval.

Fiscal Impact:

none

Legal Opinion:

The City Attorney will be available for questions.

Conclusion:

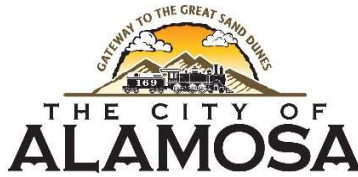
Section 21-2-206A permits scrap metal businesses in the I Industrial Zone subject to the approval of a Conditional Use Permit. Staff therefore recommends the approval of the Valley Metal and Scrap Conditional Use Permit subject to the following conditions:

1. The applicant must install an 8-foot fence to screen the outdoor storage operations or the applicant may substitute a 6-foot tall fence capped with 3 strands of barbed-wire not to exceed 8 feet above grade, but must employ a method to make the fence opaque to 8 feet above grade.
2. The applicant must install 6 canopy trees – 2 on the south frontage, 2 on the west frontage and 2 on the north frontage, as illustrated on the exhibit. These trees will be required in-lieu of the standard Class B Bufferyard.
3. The applicant shall install a 10-foot by 20-foot parking pad with a six (6) inch curb on the two long sides and one short side that will serve as a hazardous materials containment area. Vehicles awaiting VIN verification that have the potential to leak hazardous materials are required to park on this pad until removed from the site. If the applicant exercises the option to pave the site that he has until June 19, 2019 to complete the paving.
4. The applicant shall provide a minimum 25-foot separation between the existing wooden structure and any materials stored on site.

5. The wooden structure shall be used for dry storage and an office only.
6. The applicant shall be required to schedule regular inspections with the Chief of the Alamosa Fire Department or his/her designee.
7. The business shall not generate noise beyond 45dBA between the hours of 9:00 pm and 7:00 am. As required by Section 21-2-206 of the UDC.
8. Any lighting installed by the applicant shall be fit with reflectors that permit only downcast lighting or prevent the spilling of light onto adjacent properties.

ATTACHMENTS:

Description		Type
☐	Staff Report	Reports
☐	Staff Report - Sept.	Reports
☐	Bufferyard Exhibit	Exhibit
☐	Application Letter	Exhibit
☐	Appeal Letter	Exhibit



Memo

To: Planning Commission Members
From: Dan Vaughn, Planning Specialist
Subject: Valley Metal and Scrap Conditional Use Permit
Date: August 17, 2018

BACKGROUND

The subject property is Lots 17 – 22 Alamosa, Block 54 SWD Rec. #348299, aka 201 6th Street. The lot area is approximately 24,000 sq. ft. and there is a small frame house at the northeast corner of the property. The property is zoned I – Industrial. The proposed scrap metal business is a permitted use in the Industrial zone, subject to a Conditional Use Permit (CUP). The CUP permits the Planning Commission to attach performance criteria that will assist in keeping the proposed business from becoming a nuisance to the surrounding property owners.

The business is proposed to operate like a transfer station where materials are brought to the site, processed and then sent to Pueblo for sale or further processing. However, the application letter makes it clear abandoned and wrecked vehicles will be brought to the site for processing. The processing of abandoned and wrecked vehicles makes this more of a junk yard than a scrap metal business. A junk yard is also a permitted use in the Industrial zone and also requires a CUP.

ANALYSIS

This application was referred to the City Engineering Department, Police and Fire Departments and the Alamosa County Health Department. The general area of concern was the handling, management and disposal of hazardous materials. These include: fuel (gasoline and diesel), lead-acid and gel-cell batteries, coolant, engine oil, Freon, mercury, PCBs and tires. The concern is for public health, employee safety and environmental concerns due to the site's proximity to the Rio Grande.

The application letter makes it clear abandoned and wrecked vehicles will be brought to the site for processing. Wrecked vehicles inherently leak hazardous materials such as oil, gas and coolant. We need additional information on how these materials will be contained and disposed of. Hazardous materials cannot be allowed to leak into and collect in the soil. Section 21-4-506(e)2 prohibits the storage of

hazardous materials on site. However, we need additional information on how the applicant plans to capture and dispose of leaking hazardous materials.

The scrap metal business is essentially outdoor storage and must comply with the following sections of the Unified Development Code:

Sec. 21-4-506. - Outdoor Storage

(a) Generally. Outdoor storage areas, whether as a primary use (e.g. salvage or junk yard or outdoor storage yard) or accessory use (e.g., to heavy industry or heavy retail), shall meet the standards of this Section.

(b) Location.

(2) Notwithstanding subsection (b)(1), outdoor storage area shall not be located in areas that are used for parking, bufferyards, or stormwater conveyance or detention areas, or that are environmentally sensitive areas (e.g., a wetland).

(c) Surfacing. Outdoor storage areas shall be surfaced and maintained in a manner that prevents windblown particulates.

(d) Screening and Enclosure. The area used for outdoor storage shall be enclosed by a Class B Bufferyard (see Section 21-5-306) that includes fence or screen wall that is not less than six feet in height, except that:

(2) If the principal use is salvage or junk yard, the area used for outdoor storage shall be enclosed by a Class C Bufferyard (see Section 21-5-306) that includes a fence, screen wall, berm, or combination thereof that is at least eight feet in height.

(e) Operation and Maintenance.

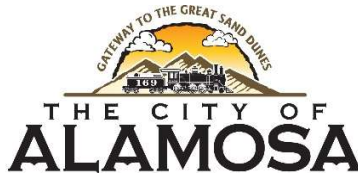
(1) The area used for outdoor storage shall be kept orderly, pest-free, and odor-free.

(2) The following materials shall not be stored outdoors: gasoline, other motor fuels, and comparable or greater fire or explosion hazards; or items that have a high potential for generating obnoxious odors or windblown particulates or debris.

(3) Unless the principal use is salvage or junk yard, the outdoor storage area shall not be used to dispose of inoperable vehicles, inoperable machines, garbage, or other waste.

RECOMMENDATION

Staff needs additional information on the handling of hazardous materials before we can complete this permit. Staff recommends the Planning Commission continue this item to the September 19, 2018 meeting to allow the applicant time to address the hazardous materials issue.



Memo

To: Planning Commission Members
From: Dan Vaughn, Planning Specialist
Subject: Valley Metal and Scrap Conditional Use Permit
Date: September 14, 2018

BACKGROUND

This application was continued from the August 17, 2018 meeting of the Planning Commission. Staff had some unanswered questions regarding the handling of hazardous materials like radiator antifreeze, motor oil and lead acid batteries that were not resolved by the last meeting. On September 10, 2018 staff met with the applicant to resolve the outstanding issues.

ANALYSIS

Fencing: Section 21-4-506 requires, berming, landscaping and an 8-foot tall fence to secure and screen an outdoor storage use like a scrap metal, salvage or junkyard. Prior to making application for the Conditional Use Permit the applicant fenced the property with a 6-foot chain link fence. The applicant has proposed the installation of fabric screens to further screen the scrap metal business from Sixth Street. At the meeting the applicant noted the screens have been ordered and will be installed soon. The applicant also noted that even with the fencing his trucks were recently vandalized and asked if he could install barbed wire for additional security. Barbed wire is a permitted use in the I Industrial zone. While not an elegant solution for the downtown, the installation of barbed wire will provide additional security and raise the fence to the requires 8-foot height. Staff recommends the applicant be permitted to install the barbed wire up to a maximum of 8 feet.

Class B Bufferyard: The UDC requires a Class B Bufferyard to screen businesses with outdoor storage. This site has the benefit of having several mature trees. The mature trees provide screening in excess of what a Class B Bufferyard would. Staff therefore recommends a modified buffer to infill the gaps as shown on the attached exhibit. A Class B Bufferyard requires 2 canopy trees and 1 evergreen tree for every 100 lineal feet of property line. To provide infill screening, staff would recommend the planting of 2 canopy trees at each of the three location or 6 trees total.



Hazardous Materials: The applicant discussed with staff the storage of damaged vehicles on the property. The applicant noted that vehicles are typically not dismantled on-site. Any dismantling usually involves removing parts the applicant may find useful for his race cars. The applicant stated that if he does not get a clear title he is required by state law to hold vehicles for seven (7) days while the VIN number is verified by the State Patrol. Generally, vehicles are removed within 24 hours and sent to Pueblo. The applicant states that his vendor in Pueblo does not require the removal of engines or radiators before crushing the vehicles. Anytime fluids are removed from vehicles they are transferred to steel containers and transported to Tim's Transmission for disposal. The applicant proposed constructing a 10'x20' concrete pad to park vehicles on to prevent fluids from leaking into the soil. Staff requested that a six (6) inch curb be placed on three (3) sides of the pad so that the unit will function as a containment vessel that would prevent any spills from overflowing the pad and leaking into the soil.

Existing Residence: The existing residence is used for dry storage and as an office. The industrial zone does not permit residential units. As long as the building is being used as an office it may remain. The

Fire Chief has requested that a minimum separation of 25 feet be maintained around the wood frame building. The 25-foot setback will provide for emergency services access.

Fire Department Issues: As previously noted, the Fire Chief has requested a minimum 25-foot separation between the wood frame building and any materials stored on site. Because of the flammable nature of steel, the Fire Chief has requested periodic inspections of the property to ensure hazardous materials are being stored and property fire safety and fire suppression protocols are being observed.

Operations: Section 21-2-206 of the UDC limits noise to no more than 45 dBA between 9:00 p.m. and 7:00 a.m. The site must not produce noxious odors that are offensive to surrounding property odors. Any lighting of the site shall be confined to the property. Luminaires shall be fit with reflectors that force the light to be cast downward and not spill across property boundaries or out into the night sky.

RECOMMENDATION

Section 21-2-206A permits scrap metal businesses in the I Industrial Zone subject to the approval of a Conditional Use Permit. Staff therefore recommends the approval of the Valley Metal and Scrap Conditional Use Permit subject to the following conditions:

1. The applicant must install an 8-foot fence to screen the outdoor storage operations or the applicant may substitute a 6-foot tall fence capped with 3 strands of barbed-wire not to exceed 8 feet above grade.
2. The applicant must install 6 canopy trees – 2 on the south frontage, 2 on the west frontage and 2 on the north frontage, as illustrated on the exhibit. These trees will be required in-lieu of the standard Class B Bufferyard.
3. The applicant shall install a 10-foot by 20-foot parking pad with a six (6) inch curb on the two long sides and one short side that will serve as a hazardous materials containment area. Vehicles awaiting VIN verification that have the potential to leak hazardous materials are required to park on this pad until removed from the site.
4. The applicant shall provide a minimum 25-foot separation between the existing wooded structure and any materials stored on site.
5. The wooded structure shall be used for dry storage and an office only.
6. The applicant shall be required to schedule regular inspections with the Chief of the Alamosa Fire Department or his/her designee.
7. The business shall not generate noise beyond 45dBA between the hours of 9:00 pm and 7:00 am. As required by Section 21-2-206 of the UDC.
8. Any lighting installed by the applicant shall be fit with reflectors that permit only downcast lighting or the spilling of light onto adjacent properties.

The applicant shall have until November 15, 2018 to complete the improvements required in Conditions 1-8 with the exception of Condition 2. The applicant shall have until May 15, 2019 to plant the required trees.

August 6, 2016

To Whom It May Concern,

My name is Saul Gillespie and I have recently opened a Scrap Yard at 201 6th Street in the lot next to Les' Glass here in Alamosa which is zoned Industrial.

I am collecting all types of metal from around the Valley and making nightly trips to Pueblo to the Scrap Yard.

I use a large truck with a grappler arm to pick up metal, take it back to the yard to process and separate before I reload.

This property is basically a transfer station.

I have some drop off's by customers but for the most part, work off site.

I have placed a six foot metal fence around the property and will add canvas fence tarps to keep the site out of public view.

Noise is minimal and I only operate during daylight hours.

We are adjacent to the Railroad Yard and my closest neighbor is Les' Glass.

We have applied and are currently on line with the CBI to run VIN Numbers on all received vehicles when Titles are not available.

All titles and received receipts are kept on file and available for inspection upon request.

We have been in contact with State Patrol to insure we are in compliance with all rules and regulations.

If you have any further questions, please feel free to contact Leanna Gillespie at 588-9672 or myself, Saul Gillespie at 588-4146

Thank you for your consideration in this matter!

Sincerely,



Saul Gillespie, Owner VMS

Valley Metal & Scrap LLC

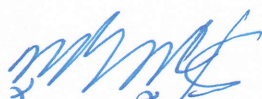
September 28, 2018

To whom it may concern:

I am requesting an appeal hearing with the city council regarding the decision that was made about our scrap yard permit on 9/26/2018 for Valley Metal & Scrap.

If you have any questions or concerns please contact my wife at 719-588-9672.

Thank you,

Saul Gillespie


ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Resolution 16-2018, placing the Martinez Shoe Store on the Alamosa Register of Historic Places

Recommended Action:

Staff recommends approval of Resolution No. 16-2018, placing the Martinez Shoe Store, located at 502 State Street, Alamosa, Colorado on the Alamosa Registry of Historic Places per the request from the Historic Preservation Advisory Committee.

Background:

The Martinez Shoe Store dates back to 1906 and retains all of its original design features. The building is eligible for designation on the City's Register of Historic Places. The HPAC Committee is making the request to place this building on the register on behalf of the property owner.

Issue Before the Council:

Does the Council wish to place the Martinez Shoe Store on the Alamosa Register of Historic Places?

Alternatives:

- 1.) Approve Resolution No. 16-2018, placing the Martinez Shoe Store on the register.
- 2.) Deny the request to place the Martinez Shoe Store on the register and provide further direction to staff.

Fiscal Impact:

None.

Legal Opinion:

The City Attorney will be available for questions.

Conclusion:

This property meets all of the requirements of the City's ordinance for designation as historic and is an excellent example of the period architecture in Alamosa.

ATTACHMENTS:

Description		Type
☐	Resolution 16-2018	Resolution
☐	Data Sheet	Backup Material
☐	Attachments	Backup Material

RESOLUTION No. 16-2018

A RESOLUTION PLACING THE MARTINEZ SHOE STORE, S 19 FEET OF LOTS 1 THRU 3, BLOCK 51, ALAMOSA, COLORADO ON THE CITY OF ALAMOSA REGISTRY OF HISTORIC PLACES

WHEREAS, the owners of the subject property, lying on the east side of State Avenue, City of Alamosa, Colorado have requested that the property be placed on the Alamosa Registry of Historic Places, and

WHEREAS, the subject property meets the requirements of section 4-155 of the Alamosa Code for Historic Designation, and

WHEREAS, the Alamosa Historic Preservation Advisory Committee has reviewed the application and conducted a public hearing on this matter and recommends that the application be approved,

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALAMOSA, COLORADO that the Martinez Shoe Store, on the South 19 feet of Lots 1-3, Block 51, City of Alamosa, State of Colorado be placed on the Alamosa Registry of Historic Places

ADOPTED this 17th day of October, 2018.

CITY OF ALAMOSA

By:

Ty Coleman, Mayor

ATTEST:

Holly C. Martinez, City Clerk

DATA SHEET TO APPLY FOR NOMINATION BY THE HISTORICAL PRESERVATION ADVISORY COMMITTEE OF A PROPERTY, BUILDING OR LANDMARK TO THE HISTORIC REGISTRY, CITY OF ALAMOSA

This Data Sheet should be completed to nominate a property, building, or landmark to the City of Alamosa for designation of the property, building or landmark to the Historic Registry of the City of Alamosa.

A. Individual or Organization Completing Data Sheet

Name: DonThompson
Mailing Address: 924 8th St., Alamosa, CO 81101
Day Telephone No: 719-587-5529
Evening Telephone No: Same

B. Owner of Property / Building / Landmark

Please attach a letter from the owner requesting or supporting this application, and label it as Attachment 1.

Name: Joseph D. & Sofie Martinez Life Estate
Mailing Address: 1405 Tremont, Alamosa, CO 81101
Day Telephone No: 719-589-4776
Evening Telephone No: 719-589-6308

C. Location of Property / Building / Landmark

Please Attach Map(s) showing Location in Alamosa, and label it as Attachment 2.

Building plan and site map.

Please include a site plan indicating the building's situation on the lot and a basic sketch plan including building dimensions, and label it as Attachment 3.

D. Description of Property to be Designated

Please provide a complete description of the property to be designated including the building or features and all significant site improvements. Please attach the description and label it as Attachment 4.

Building type (e.g., commercial, single family residence, agricultural) Commercial

Wall construction methods and materials (e.g., wood frame, brick, adobe) Brick - Stucco

Primary external wall materials (e.g., stucco, brick, siding) Brick - Stucco

Roof configuration (e.g., flat, gabled, hip) Flat

Primary roofing materials (e.g., asphalt shingle, membrane, tile) Asphalt - built up

Architectural style (e.g., Art Deco, Victorian, Mission Revival) Early 20th Century commercial

Dimensions of the property in feet: Length 100 ft Width 19 ft

Number of stories One

Associated buildings, features, objects, or landscape features A continuation of the American

National Bank Building which has been designated

Additional information

E. Construction History

Date(s) of Construction:

Is date estimated or actual?

Architect:

Builder/Contractor:

Original owner:

Sources of information for the above items:

Construction history (*include description and dates, if known, of planning, funding, original construction, dedications, major additions, alterations, or demolitions*):

Does building remain on original location?

If no, give date of move(s) and previous location(s):

F. Building Use History

Original use(s) and Dates:

Intermediate use(s) and Dates:

Current use(s) and Date:

Sources of information (e.g., county assessor, private documents, newspaper articles, etc.)
Please attach copies of all documents with date and source, and label them as Attachment 5.

G. Criteria for Historical Designation

Please describe in Attachment 6 the historical significance of this property as it relates to criteria of the Alamosa Historical Preservation Ordinance No. 17-2002, as amended. These criteria are listed below.

Section 1:

- a. Exemplifies specific elements of an architectural style or period;
- b. Reflects the historic work of an architect or builder who is recognized for expertise nationally, statewide, regionally, or locally;
- c. Demonstrates superior craftsmanship or high artistic value;
- d. Represents an innovation in construction, materials, or design;
- e. Exemplifies an architectural style particularly associated with the Alamosa area;
- f. Represents a built environment of a group of people in an era of history;
- g. Contains patterns or groupings of elements representing at least one of the above criteria;
- h. Is the site of an historic event that had an articulable effect upon society;
- i. Exemplifies cultural, political, economic, or social heritage of the community;
- j. Is associated with a notable person or work of a notable person;
- k. Enhances sense of identity of the community;
- l. Is an established and familiar natural setting or visual feature of the community.

Section 2:

- a. Shows character, interest or value as part of the developmental, heritage, or cultural characteristics of the community, region, state, or nation;

- b. Retains original design features, materials, and/or character;
- c. Original location or same historic context after having been moved;
- d. Has been accurately reconstructed or restored based on documentation.

H. What Other Information Do You Feel Is Relevant To This Application?

I. Photographs

Please attach as Attachment 7 current and historical photographs of the building showing all exterior elevations and additional photos of site features or interiors deemed significant. Each photograph should be titled, dated, and numbered. Please explain the relevance of each photo to this application.

J. Adjacent Property Owners

Please attach as Attachment 8 a list of adjacent property owners and their addresses. This information may be available from the County Assessor or the County Land Use Office.

FOR OFFICE USE ONLY
Date Accepted: _____

City of Alamosa, Colorado, Historic Property Designation Application

Please complete the application thoroughly and attach all necessary materials.

Subject Property Street Address: 504 State Avenue

Legal Description of Subject Property: Lot(s) S 19' of lots 1 thru 3 Block: 51

Historic name of the property, if any:

Date of Construction: 1906

ATTACHMENT # 1

Current Zoning Designation: Commercial

Existing and/or proposed uses of the site: Martinez Shoe Repair

Property Owner: Joseph D & Sofie Martinez Life Estate

Owner Mailing Address: 1405 Tremont, Alamosa, CO 81101

Owner Phone:

~~Applicant (if other than owner)~~: Donald Martinez

Applicant Mailing Address: 504 State Ave

Applicant Phone:

I request the above listed property be considered for listing on the City of Alamosa Historic Registry.
I understand such designation is subject to review and approval by the Historic Preservation
Advisory Committee and the City Council.

JOSEPH D. Martinez
Signature of owner of record

7-23-18
Date

Signature of applicant (if other than owner)

Date



RIO GRANDE RIVER

17

19

160

20

285

285

ATTACHMENT #2

MARTINEZ
SHOE
REPAIR

SEE REVERSE SIDE

COLE PARK

TRINIDAD
STATE
COLLEGE

BOYD PARK

FRIENDS
PARK

ZAPATA
PARK

SUNSET
PARK

COTTONWOOD PL

MOUNTAIN
VIEW PL

CASCADE AVE
RIO GRANDE AVE

PRICE AVE

SAN F

SAN LUIS AVE

SECOND

THIRD

FOURTH

RIO GRANDE AVE

RIO GRANDE RIVER

SIXTH ST

SEVENTH ST

EIGHTH ST

NINTH ST

TENTH ST

ELEVENTH ST

TWELFTH ST

THIRTEENTH ST

FOURTEENTH ST

SEVENTEENTH ST

TWENTIETH ST

RIVER RD

OLD AIRPORT RD

OLD STANFORD RD

LA VETA
COCHETOPA AVE
LA VETA

WEST AVE

ALAMOSA AVE

SECOND ST

THIRD ST

BELL AVE

ROSS AVE

FIRST ST

SAN JUAN AVE

EDISON AVE

FOURTH ST

MAIN ST

SIXTH ST

HUNT AVE

DENVER

LA DUE AVE

DENVER AVE

EAST AVE

RAILROAD AVE

ALAMOSA AVE

BELL AVE

FOURTEENTH ST

ROSS AVE

STATE AVE

EDISON AVE

SAN JUAN AVE

ATTACHMENT #3

MAN STREET

Lot 3, Blk 51

Lot 2, Blk 51

Martinez
Shoe
Repair

Lot 1, Blk 51

STATE AVENUE



NORTH

SKETCH PLAN

Attachment # 4

Property description S 19' of lots 1 thru 3 Alamosa Block 51 JWD B 304 P

Attachment #5

Source of Information – Alamosa County Assessor & County Internet Maps

Attachment #6

Criteria for Historical Designation

Exemplifies specific elements of an architectural style or period

Exemplifies an architectural style particularly associated with the Alamosa area

Exemplifies cultural, political, economic, or social heritage of the community

Is an established and familiar natural setting or visual feature of the community

Section #2

Retains original design features, materials, and/or character

Additional information for Attachment #6

The building is located on the east side of State Avenue in downtown Alamosa. It is located directly north of the National Register listed American National Bank Building and it shares architectural features with that building.

It is a single story rectangular building that occupies its entire site. The principal façade, which is the west elevation is surfaced with face brick. The upper portion of the wall, which is original, is uniformly light tan in color, matching the brick of the American National Bank building, and set in running bond. The top of the wall corresponds to the bottom of a decorative band on the adjoining building. Four courses at the top of the wall are corbelled slightly to form a simple cornice. Below the cornice is a decorative band composed of three bricks set vertically alternating with three bricks set horizontally, duplicating the pattern of a decorative band on the American National Bank. A painted sign, centered over the storefront, reading "Shoe Repair" covers a large portion of the original brick. The majority of the west elevation is occupied by the storefront, which is not original to the building. The current storefront appears to date to the 1950s. Red Roman brick flanks the aluminum storefront and forms a short bulkhead. The narrow-stile aluminum entry door is recessed 24 inches and asymmetrically located near the north side of the assembly. The portion of the storefront south of the door is canted from the plane of the door on the north to the face of the brick on the south. It is divided into three vertical lites, a wide center lite flanked by two equal narrower lites. The storefront is topped by a quarter round striped awning. A perpendicular sign, shaped like a boot, is painted brown, reads "Shoe Repair". It is mounted above the awning, centered on the façade.

The roof slopes at a rate of approximately $\frac{1}{2}$ " per foot from west to east. The building is located directly adjacent to its neighbors on the north and south. The only other exposed elevation is the east, or back of the building. It is surfaced in pink stucco. A simple exit door and aluminum storm/screen door are centered in a covered recessed area, which is centered in the elevation. The electrical service is located to the right of the entryway. It is likely that this wall was constructed after the fire.

A fire occurred in the building, so the original wood roof structure was replaced with new wood roof framing. The north ends of the roof joists bear on the south wall of the American National Bank Building. The south wall is masonry. It matches the height of the parapet on the west and steps down from west to east. It is concealed by the building to the south. The roofing material is rolled composition roofing with aluminum coating material.

The foundations are concrete and the floor is concrete slab on grade.

The interior is simple, and employs typical modern construction materials including composition tile and carpet floors, gypsum board wall surfaces and suspended acoustical ceiling. A service counter and partial wall is located in the front part of the building, dividing the waiting area from the work space occupying the rear of the building.

Attachment #7 Front view from State Ave.



Attachment #8

Adjacent Property Owners

North Property: Center for Restorative Programs, 500 State Ave., Alamosa, CO

South Property: Dennis Lopez, Jr. & Sally Lopez, 510 State Ave., Alamosa Co

**ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION**

Subject/Title:

Authorization to purchase a dozer

Recommended Action:

Staff recommends that Council authorize the purchase of a used dozer in the amount up to \$50,000.

Background:

The City rents a dozer when this equipment is necessary to accomplish assigned work tasks usually once a year. There are two projects scheduled for 2019 that will require the rental of a dozer for a month to complete each project. The cost to rent a dozer for two months is \$34,000. The two projects are green waste consolidation/pad construction and Montana Azul Park construction. The regular need to rent a dozer, at least one project per year, quickly creates a cost that the City could save if the equipment was purchased.

Issue Before the Council:

Does Council wish to authorize the purchase of a used dozer for \$50,000?

Alternatives:

Council can authorize the purchase of a used dozer or decide to continue to rent a dozer.

Fiscal Impact:

Staff proposes to fund the purchase from:

\$23,793.10	Recycling Rebate Grant
\$26,206.90	Construction Savings – WWTP Outfall Relocation Project

Legal Opinion:

City Attorney will be available for questions.

Conclusion:

This expense is recommended to reduce ongoing rental costs.

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Needs and Desires Hearings on the application of Tempura House LLC, Soranai Srasom d/b/a Tempura House

Recommended Action:

Conduct hearing to receive evidence regarding whether this application will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants of the neighborhood.

Background:

Tempura House LLC, Soranai Srasom d/b/a Tempura House has applied for a Hotel and Restaurant License at 916 Main Street. This application was accepted administratively on September 17, 2018.

Application Details:

- Business address is 916 Main Street.
- The licensed premise is proposed to be the entirety of the interior of the structure at said address.
- Applicant has current sales tax license.
- Applicant is eligible to be licensed.
- Manager is Soranai Srasom.
- Applicant holds one other liquor license in Colorado, the Thai Hut in Alamosa.
- Applicant is a Limited Liability Corporation.
- Possession of the property is documented through a lease.
- Preliminary factual findings are attached, and have been provided to the applicant as required.
- The property was posted on September 20, 2018.
- The legal notice was published as required in the Valley Courier on October 6, 2018.

Issue Before the Council:

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

Alternatives:

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

Fiscal Impact:

N/A

Legal Opinion:

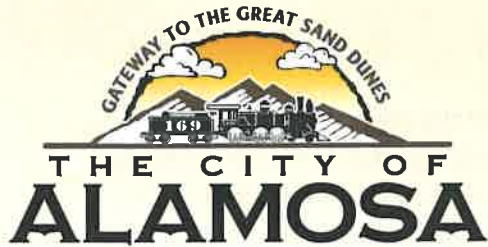
The City Attorney will be available at the meeting to conduct the hearing.

Conclusion:

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

ATTACHMENTS:

Description	Type
▢ Preliminary Factual Findings	Backup Material
▢ Memorandum Regarding Criminal Records	Backup Material
▢ License Application	Backup Material
▢ Drawing of Proposed Licensed Premise	Backup Material



October 8, 2018

Tempura House LLC, Soranai Srasom
d/b/a Tempura House
Attn: Soranai Srasom
916 Main Street
Alamosa, CO 81101

Greetings:

You are hereby advised that an investigation has been made with regard to the application made by Tempura House LLC, Soranai Srasom d/b/a Tempura House for a new Hotel and Restaurant license at 916 Main Street. Based on the results thereof, the following has been determined:

1. The location of the premises for which the license is sought is 916 Main Street in Alamosa, Colorado.
2. In the two years preceding the date of application acceptance, there has not been a denial of a Hotel and Restaurant license application for the reason that the reasonable requirements of the neighborhood were satisfied by the existing outlets.
3. It appears from the application documents that you are entitled to possession of the premises where you propose to exercise the license applied for, and that the possession will continue throughout the initial term of the license, if granted.
4. The sale of liquor on the proposed premises is not a violation of City of Alamosa zoning, building, and fire laws or regulations.
5. The proposed location is within 500 feet from a school, but is allowed through Ordinance No. 6, 2016.
6. The Alamosa City Council has designated the Neighborhood to be the city limits plus a one-mile radius. You, as the applicant, may accept that designation or present alternative evidence.



7. A criminal background check of records has turned up records for Sorani Srasom. A copy of those records is enclosed. Council may consider whether those records indicate a concern with the good moral character of the shareholders of the Applicant, pursuant to C.R.S. § 44-3-307(1)(a)(III) and (3)(a). If Council does consider these records, then you may provide, and Council shall also consider, any information you deem relevant to those records, including but not limited to evidence of rehabilitation, character references, and educational achievements, especially those items pertaining to the period of time between the applicant's last criminal conviction and the consideration of the application for a license.

The public hearing on your application has been set for **Wednesday, October 17, 2018** beginning at 7:00 p.m. or as soon thereafter. The hearing will take place in Alamosa Council Chambers, 300 Hunt Avenue in Alamosa. At said hearing, you shall have an opportunity to be heard regarding all matters of consideration of your application. Be advised that you, as the applicant, are burdened with persuading City Council, who is the Local Liquor Licensing Authority, that the granting of this license will meet the needs of the neighborhood and the desires of the adult inhabitants of the neighborhood.

In addition to being satisfied with the evidence adduced at the hearing that the granting of the application will meet the needs of the neighborhood and satisfy the desires of the inhabitants of the neighborhood for the proposed liquor establishment, City Council may inquire as the sustainability of the character of Soranai Srasom, specifically with respect to his criminal history results (enclosed).

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

Sincerely,


Holly C. Martinez
City Clerk

CITY COUNCIL MEMORANDUM

TO: City Council
FROM: Holly Martinez
DATE: October 8, 2018
SUBJECT: Criminal History for Soranai Srasom

Soranai Srasom is listed as a manager on the application for Tempura House LLC, Soranai Srasom d/b/a Tempura House, the entity applying for a Hotel/Restaurant license for Tempura House at 916 Main Street.

The background investigation for Mr. Srasom produced the following results:

05/17/18 Driving While Ability Impaired
Sentenced 8/16/2018: Deferred Sentence Granted.

When considering whether or not an applicant is of good moral character, you may consider the following (Colorado Regulation 47-310(E)):

E. When a licensing authority is required to make a determination as to the character, record and reputation of existing licensees or applicants for new licenses, including transfers of ownership of existing licenses, the authority may consider the following factors, which may include but not be limited to the following:

1. Subject to 24-5-101, C.R.S., the applicant or licensee has knowingly submitted false applications, made willful misrepresentations and/or knowingly committed fraudulent acts;

2. The applicant or licensee has a criminal history of crimes of moral turpitude. By way of example, crimes of moral turpitude shall include but not be limited to, fraud, forgery, murder, burglary, robbery, arson, kidnapping, sexual assault, illegal drugs or narcotics convictions;

3. The applicant or licensee has had previous alcohol beverage licenses denied or revoked as a result of violations of law, resulting in a finding of bad moral character by any licensing authority;

4. The applicant or licensee has been found to be currently delinquent in the payment of any state or local taxes related to a business;

5. The applicant or licensee has an established pattern of multiple statutory violations which resulted in the revocation or denial of any other professional license.

6. The finding of a person who is not of good moral character by any licensing authority.

CRS 24-5-101 states in relevant part:

(1)(a) . . . the fact that a person has been convicted of a felony or other offense involving moral turpitude shall not, in and of itself, prevent the person from applying for and obtaining public employment or from applying for and receiving a license, certification, permit, or registration required by the laws of this state to follow any business, occupation, or profession.

(2) Whenever any state or local agency is required to make a finding that an applicant for a license, certification, permit, or registration is a person of good moral character as a condition to the issuance thereof, the fact that such applicant has, at some time prior thereto, been convicted of a felony or other offense involving moral turpitude, and pertinent circumstances connected with such conviction, shall be given consideration in determining whether, in fact, the applicant is a person of good moral character at the time of the application. The intent of this section is to expand employment opportunities for persons who, notwithstanding that fact of conviction of an offense, have been rehabilitated and are ready to accept the responsibilities of a law-abiding and productive member of society.

As the Local Licensing Authority, Council is charged with affording the applicant due process during the hearing, then making a determination whether or not the applicant is of good moral character at the time of the application. In this context, please be aware of the decision of the Colorado Supreme Court in *Wadlow v. Hartman*, 551 P.2d 201, 202 (Colo. 1976), wherein the Court reversed a denial of a liquor application on the basis of a previous conviction for drunk driving. The Court held that “When a Board considers such “other pertinent matters” it must in its findings point out how it feels the applicant’s qualifications to conduct the proposed business were affected by those matters.”

1

Application Documents Checklist and Worksheet

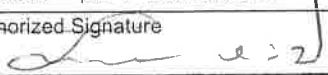
Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.

Questions? Visit: www.colorado.gov/enforcement/liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted	
I. Applicant information	☒ A. Applicant/Licensee identified ☒ B. State sales tax license number listed or applied for at time of application ☒ C. License type or other transaction identified ☒ D. Return originals to local authority ☐ E. Additional information may be required by the local licensing authority ☐ F. All sections of the application need to be completed
II. Diagram of the premises	☒ A. No larger than 8 1/2" X 11" ☒ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) ☒ C. Separate diagram for each floor (if multiple levels) ☒ D. Kitchen - identified if Hotel and Restaurant ☐ E. Bold/Outlined Licensed Premises
III. Proof of property possession (One Year Needed)	☐ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk ☒ B. Lease in the name of the applicant (or) (matching question #2) ☐ C. Lease assignment in the name of the applicant with proper consent from the Landlord and acceptance by the Applicant ☐ D. Other agreement if not deed or lease. (matching question #2) (Attach prior lease to show right to assumption)
IV. Background information and financial documents	☒ A. Individual History Records(s) (Form DR 8404-I) ☐ B. Fingerprints taken and submitted to local authority (State Authority for Master File applicants) ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license ☐ D. List of all notes and loans (Copies to also be attached)
V. Sole proprietor/husband and wife partnership (if applicable)	☐ A. Form DR 4679 ☐ B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI. Corporate applicant information (if applicable)	☐ A. Certificate of Incorporation date stamped by the Colorado Secretary of State's Office ☐ B. Certificate of Good Standing ☐ C. Certificate of Authorization if foreign corporation ☐ D. List of officers, directors and stockholders of applying corporation (If wholly owned, designate a minimum of one person as principal officer of parent)
VII. Partnership applicant information (if applicable)	☐ A. Partnership Agreement (general or limited). Not needed if husband and wife ☐ B. Certificate of Good Standing (If formed after 2009)
VIII. Limited Liability Company applicant information (if applicable)	☒ A. Copy of articles of organization (date stamped by Colorado Secretary of State's Office) ☒ B. Certificate of Good Standing ☐ C. Copy of operating agreement ☐ D. Certificate of Authority if foreign company
IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application	☐ A. \$75.00 fee ☒ B. Individual History Record (DR 8404-I) ☒ C. If owner is managing, no fee required

Name	Type of License	Account Number			
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years? Yes ☐ No ☒					
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state): (a) Been denied an alcohol beverage license? ☐ ☒ (b) Had an alcohol beverage license suspended or revoked? ☐ ☒ (c) Had interest in another entity that had an alcohol beverage license suspended or revoked? ☐ ☒ If you answered yes to 8a, b or c, explain in detail on a separate sheet.					
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail. ☐ ☒					
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? ☒ ☐ Waiver by local ordinance? ☒ ☐ Other: _____					
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☒ ☐					
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. ☒ ☐					
13a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016? ☐ ☐					
13b. Are you a Colorado resident? ☒ ☐					
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee. ☒ ☐ THAI HUT LLC					
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement? ☒ ☐ ☒ Ownership ☐ Lease ☐ Other (Explain in Detail) _____ a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease: <table style="width:100%; border: none;"> <tr> <td style="width:40%; border-bottom: 1px solid black;">Landlord DURAN REAL ESTATE LLC</td> <td style="width:40%; border-bottom: 1px solid black;">Tenant SORANAI SRADOM</td> <td style="width:20%; border-bottom: 1px solid black;">Expires 06/27/18</td> </tr> </table>			Landlord DURAN REAL ESTATE LLC	Tenant SORANAI SRADOM	Expires 06/27/18
Landlord DURAN REAL ESTATE LLC	Tenant SORANAI SRADOM	Expires 06/27/18			
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16. ☐ ☒					
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".					
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.					
Last Name NONE	First Name	Date of Birth FEIN or SSN Interest/Percentage			
Last Name	First Name	Date of Birth FEIN or SSN Interest/Percentage			
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.					
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: ☐ ☒ Has a local ordinance or resolution authorizing optional premises been adopted? ☐ ☒ Number of additional Optional Premise areas requested. (See license fee chart) _____					
18. Liquor Licensed Drugstore (LLDS) applicants, answer the following: (a) Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? ☐ ☒ If "yes" a copy of license must be attached.					
19. Club Liquor License applicants answer the following: Attach a copy of applicable documentation (a) Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐ ☐ (b) Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐ ☐ (c) How long has the club been incorporated? _____ (d) Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐ ☐					
20. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following: ☐ ☐ (a) Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)					

Name	Type of License	Account Number		
21. Campus Liquor Complex applicants answer the following:				
(a) Is the applicant an institution of higher education?		Yes ☐ No ☐		
(b) Is the applicant a person who contracts with the institution of higher education to provide food services?		Yes ☐ No ☐		
If "yes" please provide a copy of the contract with the institution of higher education to provide food services.				
22. For all on-premises applicants. a. Hotel and Restaurant, Lodging and Entertainment, Tavern License and Campus Liquor Complex, the Registered Manager must also submit an Individual History Record - DR 8404-I and fingerprints. b. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager SRASOM	First Name of Manager SORANAI			
23. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number: THAI HUT LLC, ALCOHOL BEVERAGE LICENSE		Yes ☒ No ☐		
24. Related Facility - Campus Liquor Complex applicants answer the following: a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex. b. Designated Manager for Related Facility- Campus Liquor Complex		Yes ☐ No ☒		
Last Name of Manager		First Name of Manager		
25. Tax Distraint Information. Does the applicant or any other person listed on this application including its partners, officers, directors, stockholders, members (LLC) or managing members (LLC) and any other persons with a 10% or greater financial interest in the applicant currently have an outstanding tax distraint issued to them by the Colorado Department of Revenue? If yes, provide an explanation and include copies of any payment agreements.		Yes ☐ No ☒		
26. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members . In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and submit fingerprint cards to the local licensing authority.				
Name SORANAI SRASOM	Home Address, City & State [REDACTED]	DOB [REDACTED]	Position OWNER	%Owned 100
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
** If applicant is owned 100% by a parent company, please list the designated principal officer on above. ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable) ** If total ownership percentage disclosed here does not total 100%, applicant must check this box: ☐ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Title 47 or 48, C.R.S.				

Name	Type of License	Account Number
Oath Of Applicant		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.		
Authorized Signature 	Printed Name and Title SORANA I SRSOM	Date 09/17/18
Report and Approval of Local Licensing Authority (City/County)		
Date application filed with local authority	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)	
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:		
☒ Fingerprinted ☒ Subject to background investigation, including NCIC/CCIC check for outstanding warrants		
That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license (Check One)		
☐ Date of inspection or anticipated date _____ ☒ Will conduct inspection upon approval of state licensing authority		
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?		Yes No ☐ ☐
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?		☐ ☐
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		
☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?		☐ ☐
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 12, Article 46 or 47, C.R.S., and Liquor Rules. Therefore, this application is approved.		
Local Licensing Authority for City of Alamosa		Telephone Number (719) 589-2593 ☒ Town, City ☐ County
Signature	Print	Title
Signature	Print	Title
		Date

TEMPURA HOUSE

EXIT

Dishwashers.

STOCK AREA

Liquor, Beer, Wine
and sake

Sushi Bar

SERVICE AREA.

SERVICE
AREA.

kitchen

WALK WAY

SERVICE AREA

EXIT

DOOR

DOOR

Patio

SERVICE AREA

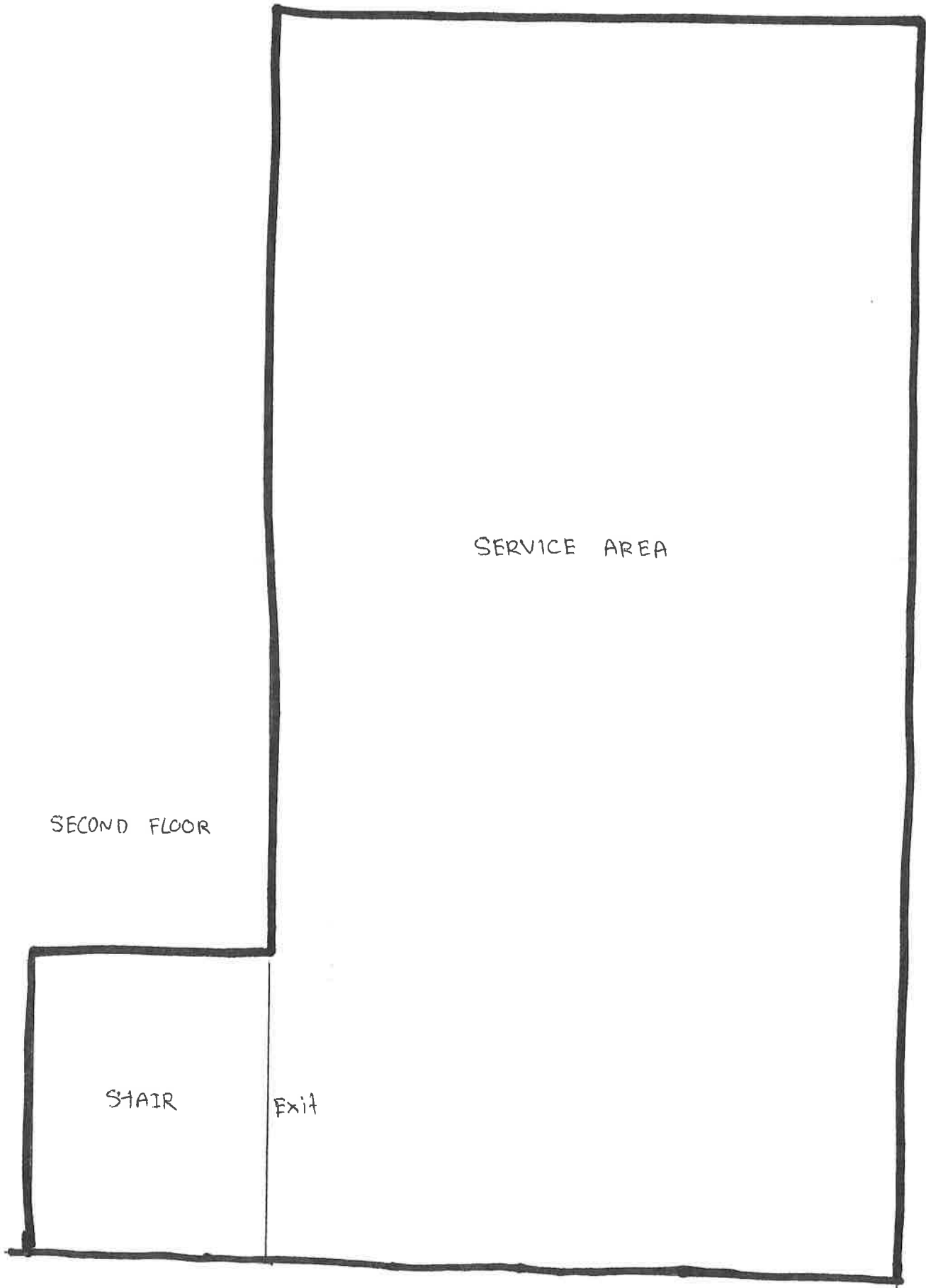
First Floor.

ENTRANCE AND EXIT

TEMPURA HOUSE 916 MAIN ST, ALAMOSA, CO 81101

TEMPURA HOUSE

TEMPURA HOUSE 916 MAIN ST, ALAMOSA, CO 81101



SECOND FLOOR

SERVICE AREA

STAIR

Exit