

# **ALAMOSA CITY COUNCIL**

## **Regular Meeting Minutes**

Council Chambers  
300 Hunt Avenue, Alamosa, CO  
December 18, 2019

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### **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, Charles Griego, Kristina Daniel, Liz Hensley, and David Broyles. A quorum was declared. Also present: City Manager Heather Brooks, City Attorney Erich Schwiesow, and City Clerk Holly Martinez.

### **III. AGENDA APPROVAL**

Councilor Vigil 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**

Konnie Martin spoke in support of the golf course being taken over by the city.

Lyle Hood spoke in support of the golf course and it being a crown jewel to the city.

#### **B. Follow-Up**

None.

### **V. CEREMONIAL ITEMS**

#### **A. Introduction of new Building Official, Steve Copley**

Harry Reynolds introduced the new Building Official, Steve Copley, who was welcomed by Council.

**B. 2019 Eagle Scout Projects**

Parks and Rec Director Andy Rice presented information to Council regarding the Eagle Scout Projects that the Parks and Rec received this year from Evan Sowards, Brenden Crowther, and Ben Jackson. Council thanked and extended their appreciation for the projects the City received this year.

**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 December 4, 2019

C.7.b. Appointment of Melissa Hunter to the Library Board

C.7.c. Appointment of Rob Oringdolph to the Historic Preservation Advisory Committee

C.8.a. Receive November 2019 Monthly Reports

**VII. REGULAR BUSINESS**

**C. Business Brought Forward by City Staff**

**1. Public Works**

- a. Public Hearing on Resolution No. 25-2019, finding of Eligibility for annexation of the Annexation of McClain Fink Subdivision, Lots 66 & 67.

Public Works Director, Harry Reynolds, presented information to Council.

Mayor Coleman opened the public hearing at 7:22 p.m. and asked for those wishing to speak on this resolution.

There being no one wishing to speak, the hearing closed at 7:22 p.m.

Councilor Griego moved, seconded by Councilor Vigil to adopt Resolution No. 25-2019. The motion carried unanimously.

**2. Finance**

- a. Motion authorizing the Finance Director to categorize certain 2017 and 2018 qualified projects as funded by the 2017 COP lease proceeds to reimburse the Enterprise Fund and earmark that reimbursement for those projects originally defined as eligible for lease proceeds.

Heather Brooks presented information to Council.

Councilor Griego moved, seconded by Councilor Vigil to authorize the Finance Director to categorize certain 2017 and 2018 qualified projects as funded by the 2017 COP lease proceeds to reimburse the Enterprise Fund and earmark those funds for those projects originally defined as eligible for lease proceeds. The motion carried unanimously.

- b. Resolution No. 24-2019, amending Ordinance 28-2018 for the 2019 Budget also known as the 3rd Budget Amendment.

Finance Director, Judy Kelloff, presented information to Council on the 3rd budget amendment for 2019.

Councilor Griego moved, seconded by Councilor Hensley to adopt Resolution No. 24-2019. The motion carried unanimously.

- c. Resolution No. 27-2019 amending Ordinance 24-2019 for the 2020 Budget also known as the 1st 2020 Budget Amendment.

Heather Brooks presented information to Council on the 1st budget amendment for 2020. This budget amendment that is happening prior to the budget year beginning is related to the city taking over the golf course operations.

Councilor Daniel moved, seconded by Councilor Hensley to adopt Resolution No. 27-2019. The motion carried unanimously.

- d. First Reading, Ordinance No. 31-2019, an ordinance amending the established pay plan for City officers and employees in accordance with Article III, Section 11 of the Charter and as referred to in Section 15-2 of the Code of Ordinances, concerning personnel rules and regulations and pay plan for City officers and employees. This ordinance amends ordinance 25-2019 the 2020 Pay Plan to include golf course employees and correct job grades and descriptions in the original 2020 pay plan.

Heather Brooks provided information to Council.

Councilor Griego moved, seconded by Councilor Daniel to approve Ordinance No. 31-2019 on first reading and set for a public hearing on Wednesday, January 15, 2020 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

### **3. Parks and Recreation**

- a. Motion authorizing the City Manager to enter into the Agreement to Terminate Amended Management Agreement, thereby terminating the Current Golf Course Management Agreement

Ms. Brooks provided information to Council and Councilor further discussed this item.

Councilor Daniel moved, seconded by Councilor Broyles to authorize the City Manager to enter into the Agreement to Terminate Amended Management

Agreement. The motion carried unanimously.

- b. Resolution 26-2019; A Resolution Establishing the City of Alamosa Cattails Golf Course Advisory Committee.

Andy Rice presented information to Council.

Councilor Griego moved, seconded by Councilor Vigil to approve Resolution No. 26-2019. The motion carried unanimously.

#### **4. City Manager/Legal**

- a. First Reading, Ordinance No. 29-2019, An ordinance prohibiting the personal growing of marijuana outdoors pursuant to Initiated Ballot Question 300.

Counselor Schwiesow provided information to Council.

Councilor Griego moved, seconded by Councilor Broyles to approve Ordinance No. 29-2019 on first reading and set for public hearing on Wednesday, January 15, 2020 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

- b. First Reading, Ordinance No. 30-2019, an ordinance adding a new article V to Chapter 14 of the *Code of Ordinances of the City of Alamosa* declaring unreasonable odors to be nuisances and providing for the prohibition and abatement thereof.

Counselor Schwiesow provided information to Council.

Councilor Griego moved, seconded by Councilor Hensley to approve Ordinance No. 30-2019 on first reading and set for a public hearing on Wednesday, January 15, 2020 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

#### **D. Committee Reports**

Councilor Daniel reported on the LEAD Policy Committee that she attended. She also reported on the Homelessness Coalition meeting she attended.

Councilor Hensley reported on the Tree Board meeting she attended.

Mayor Coleman reported on the SLV DRG meeting he attended.

#### **E. Staff Announcements**

Heather Brooks shared with Council the successful process of the refinancing of the bonds. She also thanked staff for all the holiday decor, the Celebration of Lights and all the work they are doing to make the season what it is.

## **COUNCIL COMMENT**

Councilor Carson spoke in regards to those less fortunate during the holiday season and thanked Council and the Homelessness coalition for the work they've done to help get an emergency shelter. He also thanked Council and extended a Merry Christmas to everyone.

Councilor Hensley commented thanking everyone that's been doing extra for the holidays. She also wished everyone a Merry Christmas.

Councilor Griego commented thanking Council and staff for the flowers that were sent on behalf of his sister passing away - he really appreciated it and wanted to extend his thank you.

Councilor Broyles wished everyone a Merry Christmas and Happy New Year. He also commented on an article in the paper related to economic development. He also thanked Public Works for all they've done.

Councilor Daniel commented in regards to the appointments that were made to the advisory boards and expressed her excitement that they were getting those filled again. She also brought up a concern someone brought to her attention of the LED lights being darker. She also extended a Happy Holidays to everyone in the community.

Councilor Vigil brought up a concern from an email from Don Thompson he received of a bill of sale transfer of a clock to the city and wanted some more information on that. Ms. Brooks provided information related to this item. Councilor Vigil also extended a Merry Christmas to everyone and spoke in regards to things happening at the national level and appreciating the way local governments work.

Heather Brooks reminded Council of upcoming dates to remember, specifically the Dedication of Wake the Bear this Friday; the Parade of Lights on Saturday and the work session they will have on January 8th.

Mayor Coleman expressed his sympathy to Councilor Griego for the loss of his sister. He also thanked the City staff snow removal team for all they've done. He also thanked Council and Staff for wearing their festive attire; thanked city staff for the holiday decorations around town, and the City Clerk's staff for the decorations in Council Chambers, and finally, he invited everyone to come out the Wake the Bear dedication on Friday and the Parade of Lights on Saturday. He also commented on all the success that has been had throughout this year, especially with the street tax passed; and wished everyone a Merry Christmas and Happy New Year.

## **ADJOURNMENT**

The meeting adjourned at 8:42 p.m.

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Holly C. Martinez, City Clerk

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Ty Coleman, Mayor

**ALAMOSA CITY COUNCIL  
COUNCIL COMMUNICATION**

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**Subject/Title:**

Introduction of new Building Official, Steve Copley

# ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

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**Subject/Title:**

2019 Eagle Scout Projects

**Recommended Action:**

N/A

**Background:**

In most years, the City is the beneficiary of one or several Eagle Scout candidate community service projects. For example, the crusher fine path at Carroll Park and the log information kiosk at Blanca Vista Park were previous Scout projects.

This year, no less than three outstanding projects were completed within the city. Specifically, Evan Sowards added a professional sound system and wall-mounted National and State flags to the Multiuse Pavilion/Ice Rink. The sound system has added the wonderful ambiance of music to public skating and sporting events while the flags are a quality aesthetic improvement to the industrial nature of the space.

Brenden Crowther fund-raised for and installed a bike repair station at Carroll Park. This apparatus holds a bike off the ground for easier repairs and adjustments and has air and tools tethered to the stand. This specific station was one of three bike repair stations the Revitalize the Rio Coalition specified with others at Cole Park and the Disc Golf Course with assistance from the Colorado Health Foundation. As a result of this work, one can bicycle across much of the city with the peace of mind that repairing a flat or any work can be done "on the fly" and close by.

Finally, Ben Jackson replaced all seventeen benches at Cole Park with more durable and attractive TREX decking material. With help from the family business, Rustic Log Furniture, Ben also engraved "Alamosa" on each of the benches. The existing benches were dilapidated with layers of paint visible. Replacing the benches was not as simple as just removing the decking; new brackets had to be fabricated and Ben was able to standardize the bracketing mounting pattern so that in the future any board replacement should be more straightforward. Considering the heavy use Cole Park sees, this was a highly visible and beneficial project that will be used by hundreds of residents and visitors alike.

All of these projects are improvements to City facilities that benefit the multi-generational use that defines our parks and recreation in Alamosa. We are proud and thankful to have partnered with these outstanding young men and say "Thank You" to all of the many sponsors and helpers who assisted these efforts.

**Issue Before the Council:**

N/A

**Alternatives:**

N/A

**Fiscal Impact:**

N/A

**Legal Opinion:**

N/A

**Conclusion:**

The initiative and efforts of these young men were of great benefit to the City and deserve special recognition. It's efforts like these that exemplify the strong sense of community we have in Alamosa. Thank you Scouts and all of the support behind these projects.

**ATTACHMENTS:**

| Description |                                | Type         |
|-------------|--------------------------------|--------------|
| 📎           | <a href="#">Project Photos</a> | Presentation |
| 📎           | <a href="#">Project Photos</a> | Presentation |
| 📎           | <a href="#">Project Photos</a> | Presentation |
| 📎           | <a href="#">Project Photos</a> | Presentation |



Alamosa Kiwanis Club | Alamosa Rotary Club

| GUEST     | 9:56 | HOME |
|-----------|------|------|
| PERIOD    |      |      |
| PENALTY 1 |      |      |
| PENALTY 2 |      |      |

ALAMOSA OPTIMIST CLUB | ALAMOSA Parks and Recreation | San Juan Valley HOCKEY ASSOCIATION







San Luis Valley  
HOCKEY

Dean Swift  
Seed Company

F.M. (Jack)  
Buxton Family

ALAMOSA  
friday

San Luis Valley  
HEALTH

Alamogordo's  
alamogordo home  
furnishings • mattresses  
EVERYTHING HOME FURNISHINGS

PORTER REALTY  
Preston and  
Kate Porter

BOYS & GIRLS CLUBS  
OF THE SOUTHWEST







ALAMOSA



**ALAMOSA CITY COUNCIL  
COUNCIL COMMUNICATION**

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**Subject/Title:**

Approve Minutes of Meeting December 4, 2019

**ATTACHMENTS:**

|   | Description                                         | Type    |
|---|-----------------------------------------------------|---------|
| 📎 | <a href="#">Minutes of Meeting December 4, 2019</a> | Minutes |



# **ALAMOSA CITY COUNCIL**

## **Regular Meeting Minutes**

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December 4, 2019

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

### **III. AGENDA APPROVAL**

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

### **IV. CITIZEN COMMENT**

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

#### **A. Audience Comments**

Ruthie Brown spoke in regards to the Celebration of Lights and downtown retailers being able to be a part of running it again; she also asked for a lower downtown committee.

#### **B. Follow-Up**

None.

### **V. CEREMONIAL ITEMS**

- #### **A. Oath of Office**
- Elizabeth (Liz) Hensley, Ward 1

City Clerk, Holly Martinez, administered the oath of office to re-elected Councilor member, Liz Hensley.



**B. Proclamation: Colorado Gives Day 2019**

Mayor Coleman read the proclamation and Council presented it to Aaron Miltenberger, who accepted the proclamation on behalf of Mike Rogue, representative for Community Foundation of the San Luis Valley.

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

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

C.7.a. Approve Minutes of Meeting November 20, 2019

C.7.b. Resolution No. 23-2019; A Resolution canceling the January 1, 2020 Regular Meeting of the Alamosa City Council.

C.8.a. Authorization of Series 2010 2/15/2020 payment in the amount of \$392,018.75

C.8.b. Motion to Authorize the Replacement and Purchase of a Parks Utility Vehicle Not Included in the 2019 CIP.

**VII. REGULAR BUSINESS**

**A. Presentations from Outside Agencies**

**1. LEAD Update**

Carrie Deacon, Chief Anderson and Scott Dylan, representatives of the LEAD program, presented information to Council in regards to how the program is going.

**2. TSJC Update by Dr. Epper and Introduction of Jim Kynor, Valley Campus Vice President**

Dr. Rhonda Epper introduced herself to Council and also introduced Vice President, Jim Kynor. Both were welcomed by Council.

Dr. Epper also provided an update in regards to TSJC.

**B. Business Brought Forward by City Staff**

**1. Economic Development**

a. Resolution No. 22-2019, A resolution creating the Main Street Advisory Committee



Heather Brooks presented information to Council.

Councilor Vigil moved, seconded by Councilor Carson to approve Resolution No. 22-2019 and adding a Council member to the committee. The motion carried unanimously.

## **2. City Clerk/Municipal Court**

### **a. Selection of Mayor Pro Tem**

Holly Martinez provided information to Council.

Councilor Vigil stated that he is interested in this position and believes that it is a position that should be rotated every two years to allow different Council members the opportunity.

Councilor Hensley stated that she supports this and will not be throwing her name in the hat.

After discussion, it was determined that Councilor Vigil was the only individual interested in this position. Because of this, Mayor Coleman called for affirmation of appointing Councilor Vigil as Mayor Pro Tem for the next two years. All were in favor and none were opposed.

Councilor Hensley thanked Council for their support in this role the past two years.

Council congratulated Councilor Vigil on his appointment and thanked Councilor Hensley for her service in this position the past two years.

## **3. City Manager/Legal**

### **a. Second Reading and Public Hearing, Ordinance No. 28-2019, An ordinance approving an intergovernmental agreement with Alamosa Veteran Service for providing veteran assistance to local veterans.**

Heather Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 8:11 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 8:11 p.m.

Councilor Vigil moved, seconded by Councilor Daniel to finally adopt Ordinance No. 28-2019. The motion carried unanimously.

## **C. Committee Reports**

Councilor Daniel reported on the Housing Authority meeting she attended.

Councilor Vigil reported on the Historic Preservation Advisory Committee meeting he attended.



## **D. Staff Announcements**

Heather Brooks provided updates on the following:

- The Malm bridge is on its way.
- This Friday is the Celebration of Lights starting at 5:30 p.m. starting at City Hall.
- Next week is a Work Session for the Golf Course operation transitions.

## **COUNCIL COMMENT**

Councilor Vigil commented on the opening of the ice rink.

Councilor Carson commented on the Council being focused on the greater good and it being a great team.

Councilor Daniel asked for clarification on the Celebration of Lights and how turning on the lights throughout town worked. Ms. Brooks provided clarification and information in regards to communication being exchanged between the City and downtown businesses. She also asked Council to wear festive sweaters at the next meeting.

Councilor Hensley spoke in regards to the conference she attended in San Antonio on behalf of CML. She also congratulated those students that are graduating from Adams State in the next couple of weeks.

Mayor Coleman extended his appreciation to Chief Chapman for his and his team's services. He also invited all of City staff and Council to come to the lighting ceremony this Friday; as well as inviting everyone to the Ice Fest and to participate in the polar plunge.

## **ADJOURNMENT**

The meeting adjourned at 8:21 p.m.

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Holly C. Martinez, City Clerk

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Ty Coleman, Mayor



**ALAMOSA CITY COUNCIL  
COUNCIL COMMUNICATION**

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**Subject/Title:**

Appointment of Melissa Hunter to the Library Board

**Recommended Action:**

Appoint Melissa Hunter to the Library Board

**Background:**

Melissa Hunter recently applied to serve on the Library Board. The Library Board has three vacancies with two terms expiring 06/01/2024 and one term expiring 06/01/2023. At this time, Ms. Hunter is the only applicant for the Library Board and was interviewed by Council on December 11, 2019.

**Issue Before the Council:**

Does Council wish to make this appointment?

**Alternatives:**

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

**Fiscal Impact:**

N/A

**Legal Opinion:**

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

**Conclusion:**

This action helps to fill the open vacancies on the Library Board and further Council's goal of community through citizen involvement.



**ALAMOSA CITY COUNCIL  
COUNCIL COMMUNICATION**

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**Subject/Title:**

Appointment of Rob Oringdulph to the Historic Preservation Advisory Committee

**Recommended Action:**

Appoint Rob Oringdulph to the Historic Preservation Advisory Committee

**Background:**

Rob Oringdulph recently applied to serve on the Historic Preservation Advisory Committee. The Historic Preservation Advisory Committee has two vacancies with terms expiring 06/01/2023 and 06/01/2021. At this time, Mr. Oringdulph is the only applicant for the Historic Preservation Advisory Committee. Council has opted not to interview Mr. Oringdulph as Council knows Mr. Oringdulph well from his previous time serving on advisory boards including his current representation on the Homeless Coalition and most recently running for City Council.

**Issue Before the Council:**

Does Council wish to make this appointment?

**Alternatives:**

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

**Fiscal Impact:**

N/A

**Legal Opinion:**

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

**Conclusion:**

This action helps to fill the open vacancies on the Historic Preservation Advisory Committee and further Council's goal of community through citizen involvement.



**ALAMOSA CITY COUNCIL  
COUNCIL COMMUNICATION**

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**Subject/Title:**

Receive November 2019 Monthly Reports

**ATTACHMENTS:**

|                                                                                   | Description                                   | Type    |
|-----------------------------------------------------------------------------------|-----------------------------------------------|---------|
|  | <a href="#">November 2019 Monthly Reports</a> | Reports |



**COUNCIL COMMUNICATION**

|                                     |                   |                                                               |
|-------------------------------------|-------------------|---------------------------------------------------------------|
| <b>DATE:</b> December 18, 2019      | <b>AGENDA NO.</b> | <b>SUBJECT:</b> City Manager Monthly Report for November 2019 |
| <b>Department Head:</b>             |                   |                                                               |
| <b>City Manager:</b> Heather Brooks |                   |                                                               |
| <b>PRESENTED BY:</b> Heather Brooks |                   |                                                               |

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

**November 2019 Report**

- Meeting with Economic Development Director
- Bi-Weekly meeting with Police Chief
- Healthcare Sector Partnership meeting
- DOLA Mineral Impact Board tour and reception
- Lunch with Councilor Hensley
- LEAD meetings
- OEDIT/DOLA Rural Prosperity Roadshow
- Meeting with Aaron Miltenberger, Boys & Girls Club
- Monthly meeting with Councilor Carson
- Lunch with Denver Dumb Friends League
- Meeting with James Kynor, TSJC Valley Campus Vice President
- Conference call with Xcel Energy regarding LED program
- City Update Presentation for Chamber of Commerce Lunch
- Monthly meeting with Councilor Griego
- Phone call with Kim Smoyer regarding facilitation services
- Weekly Leadership Team meeting
- Bi-Weekly meeting with Mayor and City Clerk
- Homeless Coalition meeting
- Meeting with Mike Adcock regarding Craft Intersection Agreement
- Attended Police Department employee meeting
- Art Committee meeting
- Monthly meeting with IT Director
- Monthly meeting with Councilor Vigil
- Melanie Woodward's Retirement Reception
- Meeting with Louis Gallegos regarding downtown trash
- Meeting regarding Building Better Places training
- Lunch with Councilor Daniel
- Homeless Coalition prep meeting
- Economic Development monthly meeting



**COUNCIL COMMUNICATION**

|                                     |                   |                                                                |
|-------------------------------------|-------------------|----------------------------------------------------------------|
| <b>DATE:</b> December 2, 2019       | <b>AGENDA NO.</b> | <b>SUBJECT:</b> PR Specialist Monthly Report for November 2019 |
| <b>Department Head:</b>             |                   |                                                                |
| <b>City Manager:</b> Heather Brooks |                   |                                                                |
| <b>PRESENTED BY:</b> Heather Brooks |                   |                                                                |

**November 2019 Report**

- 5 Press Releases to Alamosa Valley Courier and Radio Stations
- 30 FB posts to 4,434 Followers with 47,671 reached
- 18 Tweets to 801 Followers with 11.5K impressions.
- Instagram: 5 posts; 419 followers
- Weekly Leadership Team meetings
- Bi-Weekly meeting with City Manager
- SLV PIO meeting
- Library board meeting
- Senior Center meeting
- Ice Fest Committee meeting
- Art Committee Meeting
- Crane monument meeting
- Longevity awards planning: dinner, potluck, awards
- Arts Festival 2020 planning including branding, web page, and social media sites
- Marketing Board grant update
- \$60K Mural pre-grant submitted to Arts in Society. Working on part 2 due Jan. 6.
- DOLA grant reporting: Downtown Plan final report and payment; Washington St. update



City of Alamosa  
Monthly Activities Report  
November 2019  
Public Works Department

**Streets:** Continued with daily sweeping operations  
Hauled Brush from recycle yard to pit (2 day's @7 Hrs. ea. Day)  
Performed routine maintenance to our equipment  
Bladed Gravel Roads and Downtown alley's  
Multiple sign repairs  
Conducted Road closures for the following events:

- Veterans Day Parade

Patched 45 Potholes

Patched open cuts with hot mix

Began Sander / plow mounting

Mal Bridge work

- Form work for Stem Wall
- Pour stem wall
- Pull forms
- Dirt work around stem wall

Conducted plowing and sanding operations for Thanksgiving and day after snow storm

Began river out fall inspections

Cleaned plugged river out falls

Began paver software inspections

Update paver database with work history

Saw cut and repair sinkhole on Sunnybrook place

Began crack sealing

Attend 1<sup>st</sup> street phase IV planning meeting

Began cleaning catch basins

**Solid Waste:** Commercial Waste Hauled totaled 252 T.; Residential Waste Hauled totaled 171 T. Medical Waste totaled 1.59 T Eighteen special pick-ups were completed. Zero 96 gal toter, zero 64 gal toter and zero yard waste toters were delivered. Six toters and eight dumpsters were repaired.

**Recycling:** A total of 72 bales of various materials were made. 73 bales were shipped. A total of 5.2 tons of glass was processed. Land fill savings totaled \$457.94. Zero Yard Waste toters delivered. The last day for yard waste pick up was November 18<sup>th</sup>. It will start back up in April 2020.

**Building Inspection:** Twelve building permits were issued for a total valuation of \$34,530.32. Building Permit fees totaled \$2,307,446. Plan review fees totaled \$1,500.00. A total of 27 various inspections were conducted. There was 1 certificate of occupancies issued. A total of one general contractor licenses and one limited contractor licenses was issued.

**Water:** Water pumped for municipal use totaled 30,135,000 gallons. Water treatment plant production totaled 28,648,393 gallons. There were twelve meter re-reads. Turn on/ turn offs and occupant changes totaled 24. Took Bac-T's for the State. Worked on flushing dead end water mains. Checked all storm lift stations. Did locates for Martin for design purposes on First Street from Sierra Avenue East to State Avenue. Absmeier Excavation finished the instillation storm line on Foster Avenue and installed the curb and gutter and paved the street. Installed the water



service for a new building on the 1600 block of State Avenue. Roy helped Andy with the reads for the Parks and Recreation Water Conservation Plan.

**Water Treatment Facility:** Water produced= 28,648,393 gal. Average CL2= 1.37 mg/l Average Raw Arsenic= 32.2 ppb Average Finished Arsenic= 7.7 ppb (MCL=10ppb) Coagulant used (Ferric Chloride) = 786 gal. Sodium Hypochlorite Used (Chloride)= 448 gal. Average Recovery Ratio=91.6%

**Wastewater:** Total discharge for the month was 31.54 million gallons. Biochemical Oxygen Demand Monthly Average: 98%. Total Suspended Solids Monthly Average: 99%. E.coli Monthly Average Effluent 151 mg/l. Ammonium Nitrogen (NH4) Monthly Average: 1/100ml. Collected and sent out all routine monthly samples. Cleaned and inspected screen and press. Attended weekly safety meetings.

**Sewer:** Sixty seven sanitary sewers were inspected; 15 were unplugged. Twenty five were checked at customer's requests. 5 were cleaned and flushed. All lift stations were checked daily. Hauled off grit and cleaned splitter box at Waste Water Treatment Plant. Pulled pumps at West 7<sup>th</sup> Street, Tremont, Lift Station #2 at Golf Course, Wal-Mart, Riverwood and West 11<sup>th</sup> Street and cleaned impellers of debris. Flushed dead end sewer lines. RMS started to install 8" sewer line on West Lakewood.

**East Alamosa:** Water supplied to East Alamosa totaled 2,730,623 gallons. Six sanitary sewers were checked for plugs, three were unplugged. Cleaned out 3 manholes. Did re-reads for Sally. Pulled the pumps at Price, McKinney, McQuerry and Rodeo Lift Stations. Cleaned Rodeo, Blanca and Highway 160 lift stations. Met with C-Dot about Highway 17 Intersection rebuild. Did locates for Highway 17 project. Gave waste water discharge flow reading to East Alamosa.

**Fleet:** Performed 9 Preventive Maintenance Services (3-Police, 1-Water, 1-LEAD, 2-Streets 1-Parks, 1- Cemetery)

Perform one Major Service (Police-1)

Installed tracks on Trails 4-wheeler

Fabricated towing system for trail groomer to be pulled by 4 wheeler

Installed rear brakes and rotors on Sanitation pickup

Troubleshoot and repaired Police vehicle (104) for cracked coolant reservoir

Troubleshoot 3 vehicles with bad battery problems

Installed updated trailer electrical plug to SWAT trailer

Installed tow package on two police vehicles to tow the SWAT trailer, and the Police speed trailer

Fabricated snow sander that had bent and worn out hinges (Street-1)

Installed trailer tow hitch to tow the SWAT trailer and speed trailer (Police-1)

Repaired 2 flat tires (Sanitation-2)

Replaced 8 tires (4- Parks truck, 3-Police 1-Streets)



## Alamosa Fire Department

### Department Report for November 2019

The Alamosa Fire Department responded to 23 incidents within the City Limits and 23 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional 6 calls for assistance.

#### Call Comparisons

| Year | Monthly Comparison | Total City Calls Year to Date W/O Flights | Total Flights Year to Date | Total County Calls Year to Date |
|------|--------------------|-------------------------------------------|----------------------------|---------------------------------|
| 2019 | 23*                | 194                                       | 90                         | 148                             |
| 2018 | 29**               | 171                                       | 250                        | 129                             |

\* Includes 2 Airport Flight Standbys \*\* includes 10 Airport Flight Standbys

#### Inspections:

6 Commercial Building inspections were performed

#### Fire Prevention/Station Tours

The Department hosted one station tour.

#### Training:

Firefighters logged a combined total 72 hours of in house training during the month.



# ALAMOSA

## Incident Type Report (Summary)

Alarm Date Between {11/01/2019} And  
{11/30/2019} and Station = "1"

| Incident Type                                        | Count    | Pct of Incidents | Total Est Loss | Pct of Losses  |
|------------------------------------------------------|----------|------------------|----------------|----------------|
| <b>1 Fire</b>                                        |          |                  |                |                |
| 111 Building fire                                    | 1        | 4.35%            | \$1,500        | 100.00%        |
| 113 Cooking fire, confined to container              | 2        | 8.70%            | \$0            | 0.00%          |
|                                                      | <b>3</b> | <b>13.04%</b>    | <b>\$1,500</b> | <b>100.00%</b> |
| <b>4 Hazardous Condition (No Fire)</b>               |          |                  |                |                |
| 411 Gasoline or other flammable liquid spill         | 1        | 4.35%            | \$0            | 0.00%          |
| 463 Vehicle accident, general cleanup                | 3        | 13.04%           | \$0            | 0.00%          |
|                                                      | <b>4</b> | <b>17.39%</b>    | <b>\$0</b>     | <b>0.00%</b>   |
| <b>5 Service Call</b>                                |          |                  |                |                |
| 551 Assist police or other governmental agency       | 2        | 8.70%            | \$0            | 0.00%          |
| 561 Unauthorized burning                             | 2        | 8.70%            | \$0            | 0.00%          |
| 571 Cover assignment, standby, moveup                | 2        | 8.70%            | \$0            | 0.00%          |
|                                                      | <b>6</b> | <b>26.09%</b>    | <b>\$0</b>     | <b>0.00%</b>   |
| <b>6 Good Intent Call</b>                            |          |                  |                |                |
| 611 Dispatched & cancelled en route                  | 1        | 4.35%            | \$0            | 0.00%          |
| 622 No Incident found on arrival at dispatch address | 3        | 13.04%           | \$0            | 0.00%          |
|                                                      | <b>4</b> | <b>17.39%</b>    | <b>\$0</b>     | <b>0.00%</b>   |
| <b>7 False Alarm &amp; False Call</b>                |          |                  |                |                |
| 735 Alarm system sounded due to malfunction          | 2        | 8.70%            | \$0            | 0.00%          |
| 741 Sprinkler activation, no fire - unintentional    | 1        | 4.35%            | \$0            | 0.00%          |
| 745 Alarm system activation, no fire - unintentional | 3        | 13.04%           | \$0            | 0.00%          |
|                                                      | <b>6</b> | <b>26.09%</b>    | <b>\$0</b>     | <b>0.00%</b>   |

Total Incident Count: 23

Total Est Loss:

\$1,500



**COUNCIL COMMUNICATION**

|                                                                                                           |                          |                                                              |
|-----------------------------------------------------------------------------------------------------------|--------------------------|--------------------------------------------------------------|
| <b>DATE</b> December 5, 2019                                                                              | <b>AGENDA NO.C. 8. a</b> | <b>SUBJECT:</b> IT Director Monthly Report for November 2019 |
| <b>Department Head:</b>  |                          |                                                              |
| <b>City Manager:</b>                                                                                      |                          |                                                              |
| <b>PRESENTED BY:</b> James A. Belknap                                                                     |                          |                                                              |

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

**November 2019 Report**

- As part of the City's adoption of the Google ecosystem of Apps, IT has expanded the use of Google Sites to redevelop the City Intranet site. The City Intranet is an employee's only website that contains forms, relevant links, and City news all in one site. City users now have access to the site from anywhere in the world using their City of Alamosa account information.
- DNS information for all internal network requests for //home/ have been routed to the new City Intranet Google Site.
- IT worked with Kelley Baily - the City PIO to grant her access to both the public website and the new intranet site. She will now be able to post important news releases and other information to both sites. Additionally, IT created a page specific to art projects in Alamosa that Kelley will use to meet future grant requirements.
- IT met with Deacon from Public Works to discuss ideas for grant funding available through SIPA - a State of Colorado technology agency. IT and Public



Works will work with SIPA representatives to identify and refine project ideas that can be submitted for possible grant allocation.

- IT attended multiple meetings regarding the implementation of the Axon body camera and in-car camera system. Appropriate members of the Police Department and City Shops teams were also present as each step will heavily involve one or both teams.
- IT attended the Rural Prosperity Resource Roundtables hosted by DOLA at the National Guard Readiness Center. IT spoke with private and state agencies about barriers to the success of broadband deployment in Alamosa and the San Luis Valley. Important resources and networking contacts were gathered at this event.
- IT worked with the Investigations Team from the Police Department to setup another interview via the Zoom online meetings platform. A recording of the meeting was turned over to the Investigations Team.
- IT updated IP configurations on an internal server to allow for more stable connectivity to its services. This server has been a multi-use server with various low business impact functions.
- IT team member Brandon Gallegos received the Cisco Certified Entry Network Technician Certification. This certification affirms the holders knowledge and competency in internetworked devices and configuration. The CCENT is considered an industry standard for entry level network design and administration.
- IT worked with Tyler Technologies to begin the implementation of Tyler Content Manager (TCM). A server was provisioned and access granted to Tyler. Tyler will continue to build out the software package as training and integration will continue over the upcoming weeks.
- As part of IT's internal policy for backing up and securing business data, IT setup a daily backup service for the TCM server to ensure data reliability and integrity. Backups will be integrated into the City's greater backup schema.
- IT updated and applied the latest security patches to both the business use and public network firewalls. This operation ensure the latest security and protection standards are applied to both networks that the City operates.
- In efforts to continue end user education and cyber security awareness, IT



worked with the training platform KnowBe4 to make assessments on vulnerability sourced from end user behavior. “Risky clicks” or otherwise any risky behavior involving phishing emails was assessed through a simulated phishing attack campaign. User behavior was then sent back to IT where the data were compared to historical campaigns to identify high and low risk users. Training exercises were then sent out to those employees that aimed to sharpen their skills in identifying and avoiding potentially dangerous behavior. In November, IT worked to remind the remaining users who have not taken the training to push toward a goal of having all at-risk users trained by the end of the year. City of Alamosa computer users registered a 15.7% click through rate on the simulated phishing attack. Industry benchmark data shows that small government organizations of 250 users or less typically have a 35.8% click through rate.

- IT attended the ASU Career Fair in partnership with the HR Department.
- IT addressed an issue on the public website that made finding minutes and agendas for City sponsored boards and commissions difficult to navigate. Links were replaced to point each board’s minutes and agendas button to the respective board’s folder with that information.
- IT has been working on a long term notification system within Google Calendar that allows employees to keep track of events and timers that exist months or even years down the road. The system dubbed the “Tickler” system allows events to be created under a separate calendar not owned by any individual employee and viewable by all. IT worked to tweak some settings on the calendar where some employees were allowed to view but not to post.
- IT launched a new cloud based ticketing system for maintenance requests. The transition away from the on-premises server allows City maintenance workers to accept, update, and close tickets from any location regardless of wifi connectivity.
- 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 worked with High Country Workplace Technologies to address an issue where voicemails were not being delivered to the intended recipient. The system was designed to deliver a copy to both the traditional voicemail system as well as the recipient's email. After multiple failures, IT requested that High Country provide an upper level engineer's evaluation of the system. Multiple issues were identified and a date was set to rebuild the system with the updates, patches, and configuration changes recommended. On a closed holiday to ensure minimal phone traffic, IT and High Country rebuilt the phone system to include a firmware and software upgrade, replaced equipment, a licenses upgrade, and an end to end test of all features utilized by the City. The system has been working with little intervention since.
- IT created a new and improved intranet site using Google Sites. The City Intranet is an employee's only website that contains forms, relevant links, and City news all in one site. City users now have access to the site from anywhere in the world using their City of Monte Vista account information.
- IT updated and applied the latest security patches and updates to the business use firewall. This operation ensure the latest security and protection standards are applied to protect all business related network traffic.
- IT setup a temporary computer for use at the wastewater treatment plant.
- IT worked with Valley Lock and Security to design and implement an alarm system for the WWTP buildings.
- In coordination with SIPA - a State of Colorado technology agency, IT began the transition of the public website from the CivicPlus platform to the State of Colorado's Pacific platform based on Drupal. The State of Colorado offers free hosting through SIPA to any qualifying government organization. The transition involved a month long intensive moving process where the IT team gathered every bit of information from the CivicPlus platform and moved text, images, forms, documents, links and any other material to the new platform. The goal was to test and launch the website to the public by the beginning of December. After much hard work by each individual IT member, the website was launched to the public on December 4th. The result of this project is about a \$5000 per



year savings by not renewing the contract with CivicPlus plus an additional unknown amount of savings by eliminating the need for the CivicPlus training classes at about \$1000 per class (10 classes available). All training and support on the new platform is provided for free by the State of Colorado's partner - Colorado Interactive.

- 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.

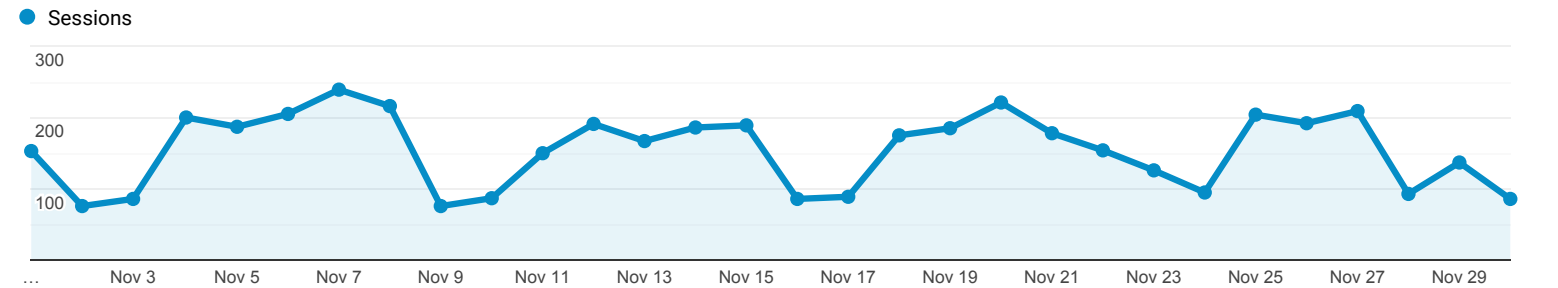


### Audience Overview

 All Users  
100.00% Sessions

Nov 1, 2019 - Nov 30, 2019

#### Overview



Sessions

4,638



Users

3,569



Pageviews

10,238



Pages / Session

2.21



Avg. Session Duration

00:01:30



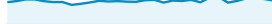
Bounce Rate

54.64%

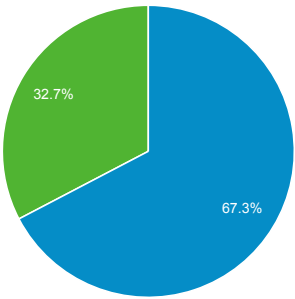


% New Sessions

67.34%



New Visitor Returning Visitor



| Language |       | Sessions | % Sessions |
|----------|-------|----------|------------|
| 1.       | en-us | 4,423    | 95.36%     |
| 2.       | fr-fr | 64       | 1.38%      |
| 3.       | en-gb | 60       | 1.29%      |
| 4.       | en-au | 11       | 0.24%      |
| 5.       | en-ca | 7        | 0.15%      |
| 6.       | es-us | 6        | 0.13%      |
| 7.       | ko    | 6        | 0.13%      |
| 8.       | zh-cn | 6        | 0.13%      |
| 9.       | ru-ru | 5        | 0.11%      |
| 10.      | es-es | 4        | 0.09%      |

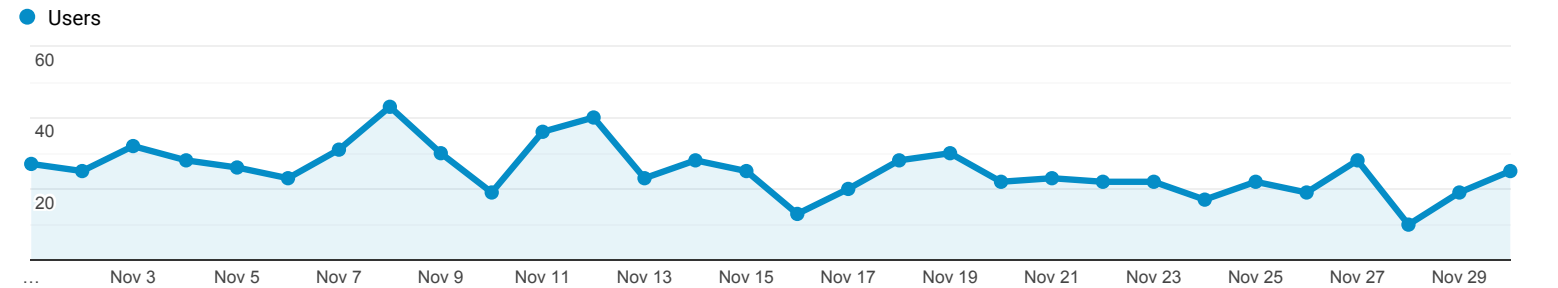


### Audience Overview

 All Users  
100.00% Users

Nov 1, 2019 - Nov 30, 2019

#### Overview



Users

569



New Users

480



Sessions

851



Number of Sessions per User

1.50



Pageviews

1,837



Pages / Session

2.16



Avg. Session Duration

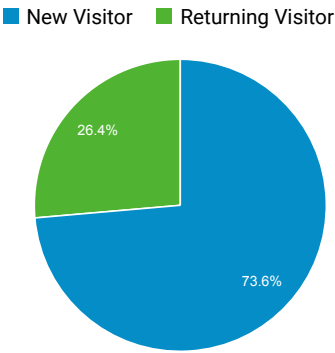
00:01:54



Bounce Rate

58.87%





| Language | Users | % Users |
|----------|-------|---------|
| 1. en-us | 552   | 97.01%  |
| 2. en-gb | 4     | 0.70%   |
| 3. c     | 2     | 0.35%   |
| 4. ru    | 2     | 0.35%   |
| 5. zh-cn | 2     | 0.35%   |
| 6. en    | 1     | 0.18%   |
| 7. en-au | 1     | 0.18%   |
| 8. en-ph | 1     | 0.18%   |
| 9. es-us | 1     | 0.18%   |
| 10. fil  | 1     | 0.18%   |

# City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (50 items)

Generated on Dec 05, 2019 @ 09:59 am

| Create Date           | Ticket # | Summary                                                                              | Close Date            |
|-----------------------|----------|--------------------------------------------------------------------------------------|-----------------------|
| 11-01-2019 @ 10:16 am | 6988     | Message with alert sound                                                             | 11-06-2019 @ 02:51 pm |
| 11-02-2019 @ 03:10 pm | 6989     | Pivot Access                                                                         | 11-06-2019 @ 02:51 pm |
| 11-04-2019 @ 07:37 am | 6990     | Upcoming update to your Square Reader                                                | 11-04-2019 @ 09:29 am |
| 11-04-2019 @ 08:27 am | 6991     | Exterior Restrooms shut down                                                         | 11-04-2019 @ 09:17 am |
| 11-04-2019 @ 01:21 pm | 6992     | Channel 10                                                                           | 11-04-2019 @ 01:55 pm |
| 11-04-2019 @ 01:25 pm | 6993     | Phone Call Recording                                                                 | 11-05-2019 @ 08:30 am |
| 11-04-2019 @ 01:57 pm | 6994     | Instructions for On Line Business Licenses Application                               | 11-07-2019 @ 12:07 pm |
| 11-05-2019 @ 08:22 am | 6995     | Corey Quinlan Computer access                                                        | 11-05-2019 @ 08:36 am |
| 11-05-2019 @ 08:28 am | 6996     | Library front desk computers                                                         | 11-25-2019 @ 10:09 am |
| 11-06-2019 @ 01:52 pm | 6997     | Automatic reply Re: Mitel voice message from BRIGADOON FINAN, +12604342448 for ma... | 11-06-2019 @ 02:52 pm |
| 11-06-2019 @ 02:17 pm | 6998     | Zoom video call                                                                      | 11-07-2019 @ 12:08 pm |
| 11-07-2019 @ 03:02 pm | 6999     | 2020 Trench Burner                                                                   | 11-07-2019 @ 03:33 pm |
| 11-07-2019 @ 04:49 pm | 7000     | Google Form                                                                          | 12-02-2019 @ 10:16 am |
| 11-07-2019 @ 05:03 pm | 7001     | 2020 Trench Burner                                                                   | 11-08-2019 @ 08:26 am |
| 11-08-2019 @ 07:25 am | 7002     | Unit #24 camera not operating                                                        | 11-14-2019 @ 02:00 pm |
| 11-08-2019 @ 11:15 am | 7003     | Check sound system for HPAC meeting                                                  | 11-12-2019 @ 04:55 pm |
| 11-08-2019 @ 02:35 pm | 7004     | All computers really slow                                                            | 11-08-2019 @ 03:12 pm |
| 11-13-2019 @ 02:11 pm | 7005     | Exiting Employee                                                                     | 11-13-2019 @ 02:11 pm |
| 11-14-2019 @ 08:09 am | 7006     | Voicemails                                                                           |                       |
| 11-14-2019 @ 10:14 am | 7007     | Sharing file that is on a shared drive                                               | 11-14-2019 @ 02:01 pm |
| 11-14-2019 @ 10:47 am | 7008     | Backup PAVER Data                                                                    | 11-19-2019 @ 09:43 am |
| 11-14-2019 @ 11:58 am | 7009     | Police Department Employment Application                                             | 11-14-2019 @ 02:04 pm |
| 11-15-2019 @ 09:11 am | 7010     | Request                                                                              | 12-04-2019 @ 12:50 pm |



# City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (50 items)

Generated on Dec 05, 2019 @ 09:59 am

| Create Date           | Ticket # | Summary                                                                              | Close Date            |
|-----------------------|----------|--------------------------------------------------------------------------------------|-----------------------|
| 11-15-2019 @ 12:37 pm | 7011     | Projector Reservation                                                                | 11-18-2019 @ 08:18 am |
| 11-16-2019 @ 07:50 pm | 7012     | Vu Vault Issues                                                                      |                       |
| 11-16-2019 @ 07:51 pm | 7013     | Vu Vault Issues                                                                      | 11-20-2019 @ 01:56 pm |
| 11-16-2019 @ 07:53 pm | 7014     | MDT Brightness                                                                       | 12-04-2019 @ 12:49 pm |
| 11-18-2019 @ 10:37 am | 7015     | Laserfiche                                                                           | 11-25-2019 @ 02:34 pm |
| 11-18-2019 @ 03:28 pm | 7016     | COPY OF PHONE AUDIO                                                                  | 11-18-2019 @ 03:59 pm |
| 11-20-2019 @ 05:44 am | 7017     | Email set up                                                                         | 11-20-2019 @ 01:55 pm |
| 11-20-2019 @ 07:18 am | 7018     | Body Cam khoketkham                                                                  |                       |
| 11-20-2019 @ 10:02 am | 7019     | Email account for Building Insp                                                      | 11-20-2019 @ 01:55 pm |
| 11-22-2019 @ 08:39 am | 7020     | Change Year on Retail Sales Tax License to 2020                                      | 11-25-2019 @ 01:32 pm |
| 11-22-2019 @ 11:09 am | 7021     | 2020 RENEWAL                                                                         | 11-25-2019 @ 01:32 pm |
| 11-22-2019 @ 11:24 am | 7022     | Automatic reply Re: Mitel voice message from ALAMOSA,CO , +17195875529 for mailbo... | 11-22-2019 @ 04:01 pm |
| 11-22-2019 @ 02:31 pm | 7023     | Tickler user                                                                         | 11-22-2019 @ 04:00 pm |
| 11-22-2019 @ 02:34 pm | 7024     | Friday Updates                                                                       | 11-22-2019 @ 04:00 pm |
| 11-22-2019 @ 03:34 pm | 7025     | ? Do you know what this is?                                                          | 11-22-2019 @ 04:00 pm |
| 11-24-2019 @ 08:30 pm | 7026     | Body Cam Footage                                                                     |                       |
| 11-25-2019 @ 08:19 am | 7027     | Automatic reply Re: Mitel voice message for mailbox 2502                             | 11-25-2019 @ 09:10 am |
| 11-25-2019 @ 09:21 am | 7028     | Front Desk Computer monitor                                                          | 11-25-2019 @ 10:08 am |
| 11-25-2019 @ 10:37 am | 7029     | Laserfiche rights                                                                    | 11-25-2019 @ 02:33 pm |
| 11-25-2019 @ 11:42 am | 7030     | SteamShop Site Ready                                                                 | 12-02-2019 @ 10:03 am |
| 11-25-2019 @ 02:11 pm | 7031     | Patty Martinez in the Library and Chrome                                             | 11-25-2019 @ 03:28 pm |
| 11-25-2019 @ 04:17 pm | 7032     | Out Of The Office Re: Mitel voice message from MOODY INS AGNCY, +17195333100 for ... | 11-26-2019 @ 08:11 am |
| 11-26-2019 @ 09:17 am | 7033     | Automatic reply Re: Mitel voice message from LUCERO SOPHIE, 2504 for mailbox 2513... | 11-26-2019 @ 09:43 am |

## City of Alamosa: !MONTHLY TICKET REPORT

All Tickets Last Month (50 items)

Generated on Dec 05, 2019 @ 09:59 am

| Create Date           | Ticket # | Summary                                                                              | Close Date            |
|-----------------------|----------|--------------------------------------------------------------------------------------|-----------------------|
| 11-26-2019 @ 09:32 am | 7034     | Automatic reply Re: Google Cloud Directory Sync 11/26/19 9:30 AM - FAILED            | 11-26-2019 @ 09:43 am |
| 11-26-2019 @ 01:41 pm | 7035     | New mouse for Library Assistants Desk                                                | 11-26-2019 @ 02:35 pm |
| 11-27-2019 @ 08:06 am | 7036     | Dock broken                                                                          | 11-27-2019 @ 08:37 am |
| 11-27-2019 @ 11:22 am | 7037     | Out of the Office Re: Mitel voice message from ORTIZ,CHRISTOPH, +17192743236 for ... | 12-02-2019 @ 09:57 am |





# Device Activity Report

Report Generation Info

Created Date:

12/5/2019 10:00 AM

Created By:

bgallegos

Machine Name:

PC1186

|       | Total |      | Continuation |    | Lights |     | None |    | Record Button |     | Vehicle Speed |    | VuLink |    | Wireless Microphone |    |
|-------|-------|------|--------------|----|--------|-----|------|----|---------------|-----|---------------|----|--------|----|---------------------|----|
| Total | 1629  | 100% | 123          | 8% | 390    | 24% | 2    | 0% | 1102          | 68% | 1             | 0% | 3      | 0% | 8                   | 0% |

| Device Name        | Total |    | Continuation |     | Lights |      | None |    | Record Button |      | Vehicle Speed |    | VuLink |    | Wireless Microphone |     |
|--------------------|-------|----|--------------|-----|--------|------|------|----|---------------|------|---------------|----|--------|----|---------------------|-----|
| KHOKHETKHAM        | 137   | 8% | 74           | 54% | 0      | 0%   | 0    | 0% | 63            | 46%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| VANRY              | 131   | 8% | 6            | 5%  | 0      | 0%   | 0    | 0% | 125           | 95%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| BERTSCH-FirstVu HD | 109   | 7% | 3            | 3%  | 0      | 0%   | 0    | 0% | 106           | 97%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| AGARCIA            | 104   | 6% | 10           | 10% | 0      | 0%   | 0    | 0% | 94            | 90%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| SALAZAR            | 96    | 6% | 0            | 0%  | 0      | 0%   | 0    | 0% | 96            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| BERTSCH            | 91    | 6% | 0            | 0%  | 0      | 0%   | 0    | 0% | 91            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| SMITH              | 85    | 5% | 1            | 1%  | 0      | 0%   | 0    | 0% | 84            | 99%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| VENEMAN            | 72    | 4% | 0            | 0%  | 0      | 0%   | 0    | 0% | 72            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| SQUIRES            | 61    | 4% | 0            | 0%  | 0      | 0%   | 2    | 3% | 59            | 97%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 3         | 59    | 4% | 9            | 15% | 43     | 73%  | 0    | 0% | 2             | 3%   | 0             | 0% | 0      | 0% | 5                   | 8%  |
| Car Unit 2         | 56    | 3% | 0            | 0%  | 47     | 84%  | 0    | 0% | 9             | 16%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| LOPEZ              | 50    | 3% | 1            | 2%  | 0      | 0%   | 0    | 0% | 49            | 98%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 26        | 49    | 3% | 1            | 2%  | 40     | 82%  | 0    | 0% | 8             | 16%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 21        | 44    | 3% | 0            | 0%  | 44     | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 10        | 43    | 3% | 0            | 0%  | 37     | 86%  | 0    | 0% | 6             | 14%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit T1-13     | 38    | 2% | 0            | 0%  | 37     | 97%  | 0    | 0% | 1             | 3%   | 0             | 0% | 0      | 0% | 0                   | 0%  |
| ANDERSON           | 34    | 2% | 0            | 0%  | 0      | 0%   | 0    | 0% | 34            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| VALDEZ             | 32    | 2% | 0            | 0%  | 0      | 0%   | 0    | 0% | 32            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 25        | 30    | 2% | 0            | 0%  | 27     | 90%  | 0    | 0% | 2             | 7%   | 1             | 3% | 0      | 0% | 0                   | 0%  |
| IGARCIA            | 28    | 2% | 0            | 0%  | 0      | 0%   | 0    | 0% | 28            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 22        | 25    | 2% | 12           | 48% | 8      | 32%  | 0    | 0% | 4             | 16%  | 0             | 0% | 1      | 4% | 0                   | 0%  |
| KINDSCHUH          | 25    | 2% | 1            | 4%  | 0      | 0%   | 0    | 0% | 24            | 96%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 65        | 22    | 1% | 0            | 0%  | 18     | 82%  | 0    | 0% | 0             | 0%   | 0             | 0% | 1      | 5% | 3                   | 14% |
| NORTHROP           | 22    | 1% | 0            | 0%  | 0      | 0%   | 0    | 0% | 22            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 11        | 21    | 1% | 0            | 0%  | 21     | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0%  |
| RUSSELL            | 21    | 1% | 4            | 19% | 0      | 0%   | 0    | 0% | 17            | 81%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| EARLS              | 20    | 1% | 0            | 0%  | 0      | 0%   | 0    | 0% | 20            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| DOMINGUEZ          | 18    | 1% | 0            | 0%  | 0      | 0%   | 0    | 0% | 18            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit 16        | 17    | 1% | 0            | 0%  | 15     | 88%  | 0    | 0% | 1             | 6%   | 0             | 0% | 1      | 6% | 0                   | 0%  |
| Car Unit 12        | 17    | 1% | 0            | 0%  | 16     | 94%  | 0    | 0% | 1             | 6%   | 0             | 0% | 0      | 0% | 0                   | 0%  |
| DECKER             | 16    | 1% | 1            | 6%  | 0      | 0%   | 0    | 0% | 15            | 94%  | 0             | 0% | 0      | 0% | 0                   | 0%  |
| COOPER             | 13    | 1% | 0            | 0%  | 0      | 0%   | 0    | 0% | 13            | 100% | 0             | 0% | 0      | 0% | 0                   | 0%  |
| Car Unit T2-20     | 13    | 1% | 0            | 0%  | 13     | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0%  |

| Device Name | Total |    | Continuation |    | Lights |      | None |    | Record Button |      | Vehicle Speed |    | VuLink |    | Wireless Microphone |    |
|-------------|-------|----|--------------|----|--------|------|------|----|---------------|------|---------------|----|--------|----|---------------------|----|
| Car Unit 5  | 10    | 1% | 0            | 0% | 8      | 80%  | 0    | 0% | 2             | 20%  | 0             | 0% | 0      | 0% | 0                   | 0% |
| Car Unit 8  | 6     | 0% | 0            | 0% | 6      | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0% |
| new test    | 5     | 0% | 0            | 0% | 5      | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0% |
| Car Unit 18 | 3     | 0% | 0            | 0% | 1      | 33%  | 0    | 0% | 2             | 67%  | 0             | 0% | 0      | 0% | 0                   | 0% |
| Car Unit 9  | 3     | 0% | 0            | 0% | 3      | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0% |
| ROGERS      | 1     | 0% | 0            | 0% | 0      | 0%   | 0    | 0% | 1             | 100% | 0             | 0% | 0      | 0% | 0                   | 0% |
| VASQUEZ     | 1     | 0% | 0            | 0% | 0      | 0%   | 0    | 0% | 1             | 100% | 0             | 0% | 0      | 0% | 0                   | 0% |
| Car Unit 6  | 1     | 0% | 0            | 0% | 1      | 100% | 0    | 0% | 0             | 0%   | 0             | 0% | 0      | 0% | 0                   | 0% |





# Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

**Totals For Filed Date From 11/01/2019 To 11/30/2019**

**Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019**

## Violations By Filed Date

|                         |    |
|-------------------------|----|
| CITY ORDINANCE          | 26 |
| PARKING                 | 14 |
| TRAFFIC                 | 31 |
| Total Violations Filed: | 71 |

## Violations Completed-Paid Fines By Filed Date

### CL-DOCKET CLOSED

|                |    |
|----------------|----|
| CITY ORDINANCE | 5  |
| PARKING        | 9  |
| TRAFFIC        | 22 |
| CL             | 36 |

### DENIED-DENIED FILING, CLOSED

|                                        |    |
|----------------------------------------|----|
| CITY ORDINANCE                         | 2  |
| DENIED                                 | 2  |
| Total Violations Completed-Paid Fines: | 38 |

## Violations Completed-Before Judge By Filed Date

### CL-DOCKET CLOSED

|                                          |   |
|------------------------------------------|---|
| CITY ORDINANCE                           | 4 |
| TRAFFIC                                  | 2 |
| CL                                       | 6 |
| Total Violations Completed-Before Judge: | 6 |



## Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

**Totals For Filed Date From 11/01/2019 To 11/30/2019**

**Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019**

### Violations Completed-Other By Filed Date

#### DI-DISMISSED/PRESENTED INSURANCE

|         |   |
|---------|---|
| TRAFFIC | 1 |
|---------|---|

|    |   |
|----|---|
| DI | 1 |
|----|---|

#### DP-DISMISSED BY PROSECUTOR

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

|    |   |
|----|---|
| DP | 1 |
|----|---|

#### NG-NOT GUILTY

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

|    |   |
|----|---|
| NG | 2 |
|----|---|

|                                        |   |
|----------------------------------------|---|
| Total Violations Completed-Paid Fines: | 4 |
|----------------------------------------|---|

|                                        |    |
|----------------------------------------|----|
| Total Violations Completed-Paid Fines: | 38 |
|----------------------------------------|----|

|                                          |   |
|------------------------------------------|---|
| Total Violations Completed-Before Judge: | 6 |
|------------------------------------------|---|

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

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

|                                   |   |
|-----------------------------------|---|
| Total Violations Completed-Other: | 4 |
|-----------------------------------|---|

|                             |    |
|-----------------------------|----|
| Total Violations Completed: | 48 |
|-----------------------------|----|

|                         |    |
|-------------------------|----|
| Total Violations Filed: | 71 |
|-------------------------|----|

|                                   |    |
|-----------------------------------|----|
| Net Difference Filed - Completed: | 23 |
|-----------------------------------|----|

### Warrants Issued

|                |    |
|----------------|----|
| CITY ORDINANCE | 31 |
|----------------|----|

|                        |    |                   |    |
|------------------------|----|-------------------|----|
| Total Warrants Issued: | 31 | Total Violations: | 31 |
|------------------------|----|-------------------|----|

### Warrants Cleared





# Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

**Totals For Filed Date From 11/01/2019 To 11/30/2019**

**Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019**

|                         |     |                   |    |
|-------------------------|-----|-------------------|----|
| CITY ORDINANCE          | 44  |                   |    |
| Total Warrants Cleared: | 44  | Total Violations: | 44 |
| Total Warrants Issued:  | 31  |                   |    |
| Total Warrants Cleared: | 44  |                   |    |
| Net Difference:         | -13 |                   |    |

## Violations Completed-Other Paid By Filed Date

### AJ-TRAFFIC DEFERRAL

|         |   |   |  |
|---------|---|---|--|
| TRAFFIC | 2 |   |  |
| AJ      |   | 2 |  |

### BH-BOND HEARING

|                |   |   |  |
|----------------|---|---|--|
| CITY ORDINANCE | 3 |   |  |
| BH             |   | 3 |  |

### CP-PENDING COLLECTIONS

|                |   |   |  |
|----------------|---|---|--|
| CITY ORDINANCE | 1 |   |  |
| CP             |   | 1 |  |

### DD-DISMISSED AFTER DEFERRED

|                |   |   |  |
|----------------|---|---|--|
| CITY ORDINANCE | 1 |   |  |
| DD             |   | 1 |  |

### IA-INITIAL APPEARANCE

|                |   |   |  |
|----------------|---|---|--|
| CITY ORDINANCE | 1 |   |  |
| IA             |   | 1 |  |

### JL-JAIL



# Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

**Totals For Filed Date From 11/01/2019 To 11/30/2019**

**Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019**

## Violations Completed-Other Paid By Filed Date

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

|    |  |   |
|----|--|---|
| JL |  | 2 |
|----|--|---|

### LN-LIEN ON LICENSE - DEFAULT

|         |   |  |
|---------|---|--|
| TRAFFIC | 1 |  |
|---------|---|--|

|    |  |   |
|----|--|---|
| LN |  | 1 |
|----|--|---|

### OJ-OJW - OUTSTANDING JUDGMENT

|         |   |  |
|---------|---|--|
| TRAFFIC | 1 |  |
|---------|---|--|

|    |  |   |
|----|--|---|
| OJ |  | 1 |
|----|--|---|

### PP-PAYMENT PLAN

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

|         |   |  |
|---------|---|--|
| TRAFFIC | 4 |  |
|---------|---|--|

|    |  |   |
|----|--|---|
| PP |  | 6 |
|----|--|---|

### RD-REQUESTED DEFERRED

|         |   |  |
|---------|---|--|
| TRAFFIC | 3 |  |
|---------|---|--|

|    |  |   |
|----|--|---|
| RD |  | 3 |
|----|--|---|

### ST-STATUS HEARING

|                |    |  |
|----------------|----|--|
| CITY ORDINANCE | 39 |  |
|----------------|----|--|

|         |   |  |
|---------|---|--|
| TRAFFIC | 2 |  |
|---------|---|--|

|    |  |    |
|----|--|----|
| ST |  | 41 |
|----|--|----|

### TR-TRIAL - NON JURY

|                |    |  |
|----------------|----|--|
| CITY ORDINANCE | 14 |  |
|----------------|----|--|

|    |  |    |
|----|--|----|
| TR |  | 14 |
|----|--|----|

### WI-WARRANT ISSUED





## Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

**Totals For Filed Date From 11/01/2019 To 11/30/2019**

**Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019**

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### Violations Completed-Other Paid By Filed Date

|                                        |    |
|----------------------------------------|----|
| CITY ORDINANCE                         | 6  |
| WI                                     | 6  |
| Total Violations Completed-Other Paid: | 82 |

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# Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

12/9/2019 1:51:25 PM

Posted Fee Totals For Transaction Date From 11/01/2019 To 11/30/2019

| Fee Code | Fee Description          | Paid       |
|----------|--------------------------|------------|
|          |                          | \$0.00     |
| CCOST    | COURT COSTS              | \$193.23   |
| DEFER    | DEFERRED FEE             | \$25.00    |
| DFLT     | DFLT JUDGMENT            | \$30.00    |
| FINE     | Fine                     | \$4,374.05 |
| JF       | JURY FEE                 | \$25.00    |
| LATE     | LATE FEE                 | \$26.64    |
| OJW      | OUTSTANDING JUDGMENT WAR | \$30.00    |
| OP       | Overpayment              | \$5.00     |
| PD SUR   | PD SURCHARGE             | \$625.00   |
| REST     | RESTITUTION              | \$509.81   |
| TP       | SERVICE CHARGE           | \$95.31    |
| VA       | VICTIMS ASSISTANCE       | \$20.00    |
| WF       | WARRANT FEE              | \$150.00   |

|                |            |
|----------------|------------|
| Report Totals: | \$6,109.04 |
|----------------|------------|



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

Prepared and distributed 10 birthday cards.

**LIQUOR:**

- Liquor License Renewals:
  - o VFW
  - o El Charro
  - o Beer Keg Depot

**RECORDS:**

- Held Records Committee meeting to regroup, recap and move forward with Records process.
- Trained intern on Laserfiche and advised how to proceed forward.

**COURT:**

- Attended walk-through for CAMCA Annual Meeting as Vice-President of CAMCA.
- Attended CAMCA Board Meeting Conference call.
- Attended NACM Conference Call.
- Attended Prosecutor module release training.

**TRAINING:**

- Attended CAMCA Annual Meeting in Littleton, Colorado.

**OTHER:**

- Attended weekly Leadership Team meetings.
- Attended Regular Council meetings.

# HUMAN RESOURCES MONTHLY REPORT

November 2019

---

## New Employees:

|              |             |                   |
|--------------|-------------|-------------------|
| Izac Gerlick | Ice Monitor | Recreation Center |
|--------------|-------------|-------------------|

## Exiting Employees:

|               |                              |              |
|---------------|------------------------------|--------------|
| Kolten Hillis | Seasonal Streets Maintenance | Public Works |
|---------------|------------------------------|--------------|

## Workers Compensation:

New filings: 3



# Alamosa Police Department

## November 2019 Month End Report

| Part 1 Crime Category         | Sep-19    | Oct-19    | Nov-19    | Nov-18    | Raw # Change | Year to Date |
|-------------------------------|-----------|-----------|-----------|-----------|--------------|--------------|
| <b>Part 1 Violent Crimes</b>  |           |           |           |           |              |              |
| Homicide                      | 0         | 0         | 0         | 0         | 0            | 0            |
| Sexual Assaults               | 2         | 4         | 4         | 1         | 3            | 30           |
| Robbery                       | 0         | 1         | 0         | 0         | 0            | 4            |
| Aggravated Assault            | 2         | 2         | 4         | 3         | 1            | 28           |
| <b>Total Violent Crimes</b>   | <b>4</b>  | <b>7</b>  | <b>8</b>  | <b>4</b>  | <b>4</b>     | <b>62</b>    |
| <b>Part 1 Property Crimes</b> |           |           |           |           |              |              |
| Burglary                      | 3         | 13        | 20        | 6         | 14           | 87           |
| Larceny                       | 33        | 42        | 31        | 48        | -17          | 406          |
| Vehicle Theft                 | 2         | 1         | 5         | 0         | 5            | 32           |
| <b>Total Property Crimes</b>  | <b>38</b> | <b>56</b> | <b>56</b> | <b>54</b> | <b>2</b>     | <b>525</b>   |
| <b>Total Part 1 Crimes</b>    | <b>42</b> | <b>63</b> | <b>64</b> | <b>58</b> | <b>6</b>     | <b>587</b>   |
| <b>Miscellaneous Offenses</b> |           |           |           |           |              |              |
| Domestic Violence             | 10        | 9         | 9         | 3         | 6            | 96           |
| Simple Assault                | 2         | 3         | 9         | 1         | 8            | 53           |
| Drug Related                  | 7         | 5         | 9         | 9         | 0            | 98           |
| Liquor Laws                   | 3         | 0         | 2         | 0         | 2            | 21           |
| Harassment                    | 9         | 7         | 11        | 6         | 5            | 98           |
| DUI/DWAI/DUID                 | 4         | 1         | 2         | 2         | 0            | 43           |
| Arson                         | 1         | 0         | 0         | 0         | 0            | 3            |
| <b>Traffic Related</b>        |           |           |           |           |              |              |
| Traffic Accidents             | 33        | 41        | 28        | 31        | -3           | 384          |
| Fatal                         | 0         | 0         | 0         | 0         | 0            | 0            |
| Injury                        | 5         | 7         | 1         | 4         | -3           | 43           |
| Property Damage               | 28        | 34        | 27        | 27        | 0            | 341          |
| <b>Community Service Ofc</b>  |           |           |           |           |              |              |
| Dogs picked up                | 17        | 18        | 11        | 12        | -1           | 149          |
| Animal Bites                  | 1         | 0         | 0         | 4         | -4           | 28           |
| Barking Dog Complaints        | 3         | 1         | 1         | 0         | 1            | 12           |
| Wildlife Calls                | 11        | 4         | 5         | 10        | -5           | 86           |
| Weed/Trash Removal            | 12        | 5         | 2         | 5         | -3           | 468          |
| Snow Removal                  | 0         | 0         | 0         | 0         | 0            | 79           |
| Towed Vehicles                | 0         | 3         | 2         | 5         | -3           | 20           |
| Red Tagged Vehicles           | 8         | 4         | 2         | 15        | -13          | 100          |
| Summons Issued                | 18        | 15        | 16        | 53        | -37          | 274          |
| Calls for Service             | 206       | 186       | 151       | 306       | -155         | 2176         |

*Submitted by: Ken Anderson, Chief of Police*



CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

## **PARKS/CEMETERY**

- **Cemetery Activities**

|                             | <b><u>November</u></b> | <b><u>Total 2019</u></b> | <b><u>Total 2018</u></b> |
|-----------------------------|------------------------|--------------------------|--------------------------|
| Graves opened & closed      | 5                      | 60                       | 57                       |
| Graves set up services      | 5                      | 60                       | 57                       |
| Graves raised to grade      | 1                      | 48                       | 97                       |
| Cemetery single spaces sold | 11                     | 46                       | 49                       |
| Stones leveled              | 4                      | 26                       | 136                      |
| Columbarium Niches sold     | 0                      | 0                        | 0                        |
| Disinterment                | 0                      | 0                        | 0                        |

- **Tree Related Activities**

|                      | <b><u>November</u></b> | <b><u>Total 2019</u></b> | <b><u>Total 2018</u></b> |
|----------------------|------------------------|--------------------------|--------------------------|
| Trees Pruned/Trimmed | 77                     | 296                      | 302                      |
| Tress Planted        | 0                      | 44                       | 34                       |
| Trees Removed        | 0                      | 18                       | 22                       |
| Trees Moved          | 0                      | 0                        | 0                        |

- **Park Activities**

Worked accomplished:

- Parks
  - Take Volleyball nets off sand court at Carroll Park
  - Take Tennis nets off two courts
- Other
  - Funerals and grave digging, locates for public and stone setters, raise graves and level head stones, and work on cemetery records
  - Cemetery computer work for website
  - Raise and lower flags
  - Banners
  - Repair split rail fence
  - Snow removal
  - Decorate train
  - Hang decorations on Hwy 160, 6<sup>th</sup> St., Craft Dr., Hwy 285, State St., and 4<sup>th</sup> St.
  - Decorate City Hall and Public Safety
  - Rec Center banners
  - Cut trees from the mountains
  - Worked on Main St. and side street lighting
  - Staked all trees on Main St. and decorated
  - Check and adjust all times and lights



## **Fall/Winter Activities Guide**

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

## **SPORTS & ACTIVITIES**

### **Outdoor Recreation Activities**

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

### **Youth Sports & Activities**

- **Youth Basketball:** Games are set from October 26<sup>th</sup>-December 14<sup>th</sup> on Saturdays & some weekdays.
- **Youth Ice Hockey:** There are still spots open for ages 5-13. There is a \$45/player fee as well as a \$25/player equipment deposit; fittings must be scheduled with Don Mendoza. Practices will start in December and games will be played from January 11<sup>th</sup>-February 22<sup>nd</sup> on Saturdays and some weekdays.
- **Youth Volleyball:** Registration is now open through January 20<sup>th</sup> for boys and girls in 2<sup>nd</sup>-6<sup>th</sup> grade for a fee of \$20/player. Games are set from February 22<sup>nd</sup>-April 11<sup>th</sup>, 2020 on Saturdays and some weekdays.

### **Adult Sports & Activities**

- **Adult Oil Painting:** Cost is \$90 for an entire session or the drop-in rate is \$15/class. Go to our website for updated session dates.
- **Ceramics:** Learn handbuilding techniques to create sculptures or creative dishware inspired by natural forms, design, or anything from your imagination. You can experiment with handbuilding, coiling, rolling, stamping, relief, texture, shape, form and temporary amateur. Create unique works of art, cups, plates bowls... Or make unique gifts for friends for the holidays!
- **Mindful Monday Yoga:** Come check out a new fitness class at the AFRC! This class is suitable for all levels, encourages a mindful slow flow, and aims to help you set an intention for your week. Come move, stretch, rest, and renew on Monday evenings. Class is led by Brittany Schoer (RYT). FREE to AFRC members or \$4/non-members.
- **Open Pickleball:** Pickleball is a paddle sport created for all ages and skill levels. The rules are simple and the game is easy for beginners to learn; however, play can develop into a quick, fast-paced, competitive game for experienced players. The sport combines many elements of tennis, badminton and ping-pong. Games are played in the Recreation Center; Tuesdays 7am-11am, Fridays 7am-11am, and Sundays 12:30pm-3:30pm Balls and nets are provided; paddles are available for checkout.
- **Ice Skating:** The Multi-Use Facility is open for all ice skating activities will continue through March. A detailed schedule can be found at [www.alamosarec.org](http://www.alamosarec.org).
- **Adult Drop-In Hockey:** A full set of equipment and a signed waiver for the 2019-2020 ice season are required. If under age 18, a parent/guardian must sign the participation waiver. A recreational session is scheduled every Sunday from 6:15pm-7:30pm followed by a competitive session from 7:45pm-9pm. We also have a combined session on Wednesday evenings from 8pm-9:30pm. This program is included in pass fees-day, month, 10-punch or season; online registration is not available.

### **UPCOMING REC CENTER CLOSURES**

Christmas Eve-December 24<sup>th</sup> Close at 12pm  
Christmas Day-December 25<sup>th</sup>

### **UPCOMING RINK CLOSURES**

Christmas Day-December 25<sup>th</sup>

**RECREATION CENTER HOURS****November 1-April 30**

Monday - Thursday: 6am – 10pm

Friday: 6am – 6pm

Saturday: 7am – 6pm

Sunday: 12pm – 6pm

**MULTI-USE PAVILION/ICE RINK****Public Skating****December 1-December 31**

Monday, Wednesday, &amp; Thursday: 3:30pm – 5pm

Friday: 2pm – 8pm

Saturday: 12pm – 8pm

Sunday: 2pm – 6pm

\*Schedule is subject to change, check [www.alamosarec.org](http://www.alamosarec.org) for up to date info.**Rec Center Revenue**

|                  | Year to date |                      |
|------------------|--------------|----------------------|
|                  | 2018         | 2019                 |
| Courses          | \$101,482.00 | <b>\$91,140.00</b>   |
| Facility Rentals | \$18,386.48  | <b>\$21,502.46</b>   |
| Membership       | \$60,204.78  | <b>\$63,101.41</b>   |
| Merchandise      | \$100,185.54 | <b>\$93,519.53</b>   |
| Total            | \$280,258.80 | <b>\$ 269,263.40</b> |

**Rec Center Door Count**

January 2018 36,068  
February 2018 22,859  
March 2018 21,848  
April 2018 17,721  
May 2018 15,810  
June 2018 32,845  
July 2018 15,958  
August 2018 13,109  
September 2018 13,925  
October 2018 24,509  
November 2018 22,792  
December 2018 22,038

January 2019 19,755  
February 2019 20,272  
March 2019 23,314  
April 2019 19,780  
May 2019 13,294  
June 2019 15,899  
July 2019 21,818  
August 2019 13,145  
September 2019 15,893  
October 2019 22,261  
November 2019 21,132

2018 Monthly Avg.: 21,623

2019 Monthly Avg.: 18,778

**Ice Rink Door Count**

November 2019 15,563

Monthly Avg.: 15,563



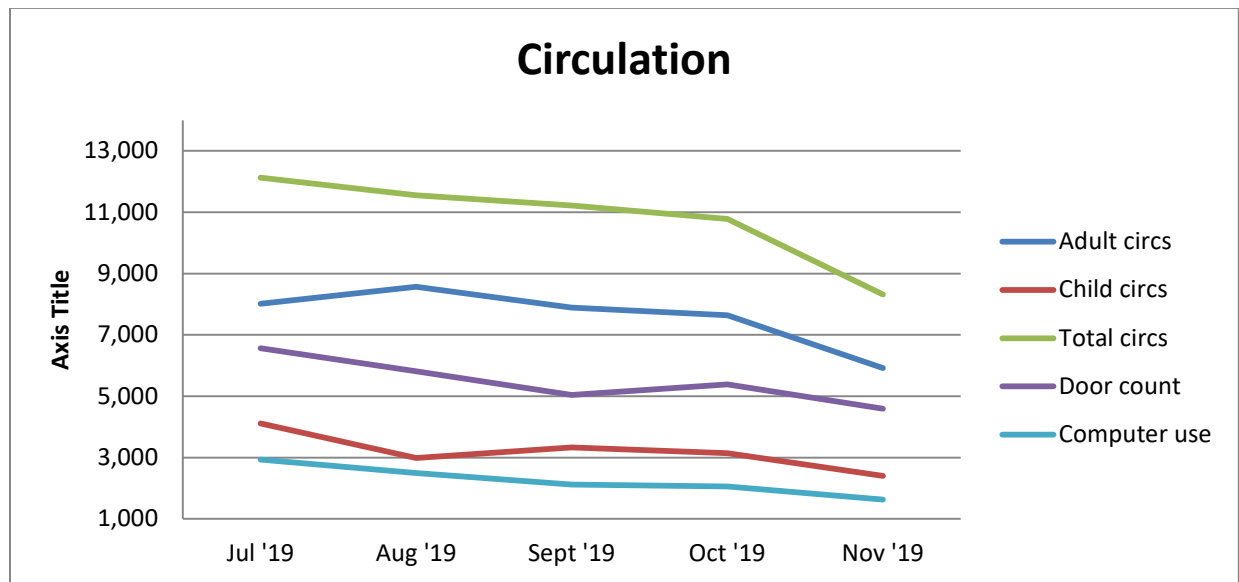
## Library Manager Report –November 2019

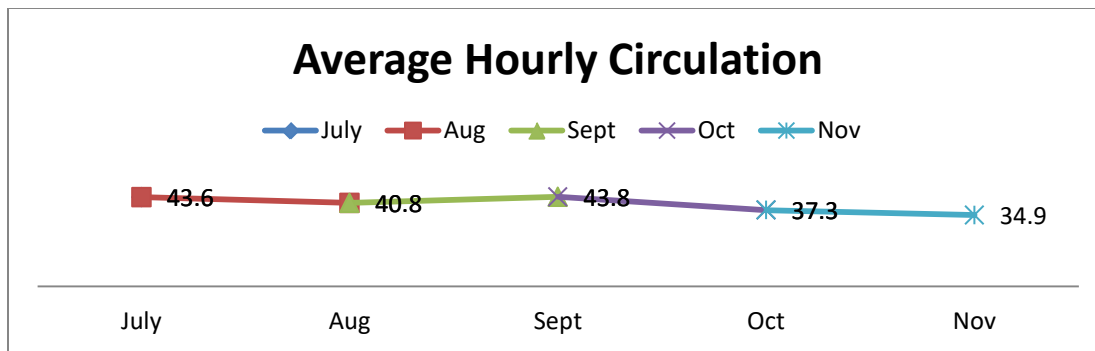
### Library Stats

| Website Counter               |          |         |           |        |       |
|-------------------------------|----------|---------|-----------|--------|-------|
|                               | November | October | September | August | July  |
| Page views                    | 1,837    | 1,869   | 2,351     | 2,341  | 2,374 |
| Sessions                      | 851      | 934     | 915       | 1,021  | 998   |
| 1 <sup>st</sup> Time Visitors | 480      | 579     | 493       | 551    | 503   |
| Returning Visitors            | 89       | 78      | 113       | 119    | 110   |

| MONTHLY STATISTICS SUMMARY |         |         |           |        |        |
|----------------------------|---------|---------|-----------|--------|--------|
|                            |         | October | September | August | July   |
| Adult Circs                | 5,913   | 7,641   | 7,888     | 8,567  | 8,018  |
| Child Circs                | 2,402   | 3,139   | 3,334     | 2,986  | 4,111  |
| Total Circs                | 8,315   | 10,780  | 11,222    | 11,553 | 12,129 |
| Hours Open                 | 238     | 289     | 256       | 283    | 278    |
| Circs per hour             | 34.9    | 37.3    | 43.8      | 40.8   | 43.6   |
| CLC Circs                  | 1,353   | 1,762   | 1,848     | 1,936  | 2,117  |
| Door Count                 | 4,596++ | 5,382   | 5,042     | 5,812  | 6,564  |
| Computer Use               | 1,628   | 2,061   | 2,120     | 2,493  | 2,937  |
| Aspen e-books              | 206     | 191     | 242       | 227    | 243    |

++ Door Count broken



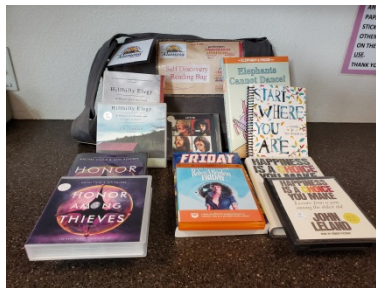


### Collection Development:

**November:** Staff added 321 new materials to the library collection: 184 books, 51 magazines, 18 audiobooks and 68 DVD/Blu-Rays. This process includes purchasing, cataloging, and material processing. 104 items were discarded usually for damaged condition or old non-used items.

New Community Kit: Staff, Dee Wells, created another community kit for the library. She has been working on this “Self Discovery Reading Bag” for several months. It took a while because she read all the books and to be sure they fit with the Self Discovery theme she chose.

It is now ready for checkout.



### Staff announcements.

#### **November:**

**Volunteers:** 3 volunteers, (Patty Campbell, Leroy Espinoza and Sandy Larson), worked 32.5 hours in the staff room doing miscellaneous jobs. Our SER National Senior Trainee worked 79 hours.

**Dee:** NaNoWriMo November writers challenge –

“I made it!! My goal was 30 entries (my novel is being planned to have an epistolary-ish format) and 30,000 words. As of midnight last night (Nov. 30), I had 50 first-draft (and 2 incomplete) entries and 30,061 words. HUZZAH!!! Did I order the 'winner' shirt this morning? You bet your bippy I did!

Thank you all, for all the support this month. I'm sorry we didn't get a bigger grown-up response, but the way the kids took to the whole idea way more than made up for that small disappointment.”

**Holly:** “I loved utilizing NaNoWriMo's Young Writer's Program website and free downloads (including lesson plans and inspiration pages) with Kids Club! Thank you for introducing me to the program, D! I am excited to do it again next year.

**Salai:** We are having AspenCat staff investigate our monthly circulation counts. There is a glitch somewhere in the new upgrade since November 10<sup>th</sup> that is not collecting the circulation counts for renewals. The same



will be true for the CLC circulation counts. When this is corrected I will update the circulation reports for November.

Also the current reports are showing a drop in door count. We have discovered that our door counter is worn out again already. Evidently it has been working sporadically. I will be getting that replaced ASAP.

**Staff:** A Micro Elite Pro was donated to the Library by Mr. & Mrs. Farley. Instructions are being created and then it will be put out in the public computer lab so that it is available to the public.



## Community Involvement

-  **November:** Of 15 “Storytime To Go Kits”, we have had 3 more checkouts in September - bringing the total checkouts to 179 since they were first available in August 2017.

-  **November:** We have 131 children signed up for our Planting Seeds, 1,000 books program. We have had 15 children/parents complete the program. In this program, as each child reads 100 books, they receive 1 free book. At completion, each child receives a free T-Shirt with the Planting Seeds logo on it.

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



- **November:** The local Fiber group, “**Fiber Floozies**”, met in the Story Room. Usual attendance is 10-15 fiber enthusiasts. The group knits, weaves, spins, and crafts all things fiber. They share and teach each other new techniques and ideas. Planning for charity projects or events is also done at these meetings. The next meeting will be December 11, 2019. Anyone interested in any type of fiber arts is welcome.



- **November:** The attendance for the 8 Tuesday and Friday morning Fall Family Storytimes was 221 and 4 sessions of Kids Club was 66.
- **Amanda Warman**, a Speech-Language Pathologist, is also using our facilities to work with families and their young children. She is accessing our ILL department to receive and send tools and books to help the children and parents she is working with.



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



- **November:** San Luis Valley Origami workshop, William Krebs (instructor), at the library was Saturday November 9th when 2 adults and 1 child participated. The next workshop is not yet scheduled.



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

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

A LFL at the Boys & Girls Club is being maintained by the Boys & Girls Club.

The Alamosa Housing Authority installed 4 new Chartered LFLs at their affordable housing units.



**NEW!** The Farm Park committee is going to build a Little Free Library and install it at the Farm Park. Thank you Andy for the suggestion. They are totally excited about it. We are working together with them to put on an event in April 2020 as an Open House where children can decorate it. Also, we are having discussions with the Library Board and staff to partner with the Farm Park Open House and put on a full blown event for all of the Little Free Libraries in Alamosa/Mosca.

**November Stewardship for LFL at:**

**Food Bank** – WCC added 85 books;

**La Puente** – FOL (Friends of the Library) refilled with 20 books;

**Zapata Park** –Jan Oen & Don Thompson refilled with 15 books;

**Senior Center** – KREBS Foundation 0 books;

**Nancy Cutters Office** (Optimist) – no changes;

**SLV Immigrant Resource Center** (Optimist) – no changes

**Cole Park** (library staff) we refilled with 20 books.

**Housing Authority (4 LFL)** – 180 in October

**Mosca Pit Stop** –

**Boys & Girls Club** -



**Friends of the Alamosa Public Library**

**November**

- The Book sale proceeds for November were \$395. Tom & Pat Gilmore gave a donation of \$300. The next book sale will be May 2, 2020.
- Book Nook proceeds: \$154 in October
- Narrow Gauge bookstore COOP proceeds: \$109 for books sold at the store.
- Membership of Friends of the Library is at 78 members.
- Friends' meeting was November 12th with 6 members in attendance. Next scheduled meeting is December 17, 2019. Minutes for the meetings can be found on the library website: <https://www.alamosalibrary.org/volunteer/join-friends/>
- The 11<sup>th</sup> edition of "Messages from the Hidden Lake" has ended its period of accepting submissions. 225 submissions were received including those from 5 schools. The committee is in the process of preparing for publication.
- Friends of the Library put on a Volunteer appreciation Dinner. They prepared a spaghetti dinner with homemade spaghetti sauce, green salad and yummy desserts.

## Children's Services Monthly Report

November 2019

**Storytime, Kids Club & Special Events** - November saw the close of Fall Family Storytime, with plans for a winter storytime name change. However, the Storytime and Kids Club schedule that we used for the fall sessions seemed to work well for our community, so I will keep the days and times the same through the winter. The fall sessions were also meant to see if changing storytime from infant/toddler and preschool sessions to two mixed-age sessions would work for families, and folks

seem to enjoy it. I haven't had any requests or inquiries about a storytime geared specifically for infants. During a mixed-age session, I try to plan a little something for everyone and it's really fun! We have "regulars" ranging from a few months to four and five-year-olds. We even have a few older than five that are homeschooled, but still love to attend a fun storytime session with their younger siblings. The feedback that I get after each session is so positive, so my plan is just to keep it up!

The Kids Club wrote their way through November for NaNoWriMo (National Novel Writing Month)! They were surprisingly enthusiastic, and always asked for more time to write during our Kids Club meetings. It was a really positive experience, and I definitely plan to participate again next November. The resources available online for educators were fantastic and helped support our study of parts of a story/novel, plot, and character development. I really enjoy planning lessons and activities for this age group, so I'm thrilled that the Kids Club "members" are so keen to come and participate. Fall was meant to be a time to see what the response to this new program would be, and I'm happy to report that Kids Club will continue through the winter! I'm hopeful that numbers will continue to grow through the cold afternoons.

### Fall Family Storytime

| Date  | Storytime                     | Total      |
|-------|-------------------------------|------------|
| 11/1  | 20k + 15a                     | 35         |
| 11/5  | 24k + 14a                     | 38         |
| 11/8  | 23k + 10a                     | 23         |
| 11/12 | 7k + 7a                       | 14         |
| 11/15 | 17k + 10a                     | 27         |
| 11/19 | 19k + 11a                     | 30         |
| 11/22 | 13k + 11a                     | 24         |
| 11/26 | 18k + 12a                     | 30         |
| 11/29 | LIBRARY CLOSED – THANKSGIVING | --         |
|       | <b>Monthly Total</b>          | <b>221</b> |

### Weekend Kick-Off Kids Club

| Date  |                               | Total     |
|-------|-------------------------------|-----------|
| 11/1  | 14k + 5a                      | 19        |
| 11/8  | 12k + 6a                      | 18        |
| 11/15 | 5k + 3a                       | 8         |
| 11/22 | 14k + 7a                      | 21        |
| 11/29 | LIBRARY CLOSED – THANKSGIVING | --        |
|       | <b>Monthly Total</b>          | <b>66</b> |

Total Children's Services Visits this month: **353**

**The Dollhouse Housewarming Party** – It's finally here! We spent a lot of the month of November prepping for our Dec. 6<sup>th</sup> Housewarming Party. Cathy, Judith, Salai and I planned crafts and activities to have available in addition to the dollhouse and its accessories. I selected and ordered various types of building sets for different age groups as an activity at the party. These sets will also be wonderful for use in the Story Room before storytime sessions start. I also ordered a very special rug to go under the dollhouse, featuring tree branches throughout the four seasons and *books!* It's perfect. Cathy has been a huge help in creating the layout for all of the dollhouse accessories in their new box, which will be available for checkout in December. We collaborated on how to best assemble the items so that check-in and check-out would be easy and painless for our coworkers. I created checklists of the items (in English and Spanish) and Rose cataloged the box for us. I wrote a PSA, which made its way to the front page of the paper (!!!) and Judith designed a wonderful evite, which I sent to all of my programming email lists and PALS. Judith invited Sarah Dick, who donated the dollhouse, and Salai asked the Women's Club if they would bring finger foods. It's all in the works and I'm sure it will be a wonderful event, made all the more exciting due to the fact that the fun will continue with the dollhouse bringing children together at the library.



**Storybox Delivery** – Storybox continues to run smoothly, with help this month from Jaymie and volunteer Sandy Larson, to get boxes checked in and out.

**Planting Seeds** – We have 131 registered participants in our program, signing up 3 more readers this month. We have had 15 children complete the challenge since we started. I connected with Duke from Fattee's in Salida, who ran the first printing of our Alamosa Public Library/Planting Seeds t-shirts. He printed 50 shirts for us this month, and was even able to deliver them to the library on his way to play a show with his band here in Alamosa! Salai has approved another book order, as our supplies are growing slim again. We ordered 40 books back in May to bolster the giveaway stock, so this must mean people are reading with their children if we're down to less than 100 books again! I will submit the next book order in December or January. We have enough until then.



**Inventory** – Inventory continues with the help of our volunteer, Sandy Larson. This month, she took inventory of the Juvenile Graphic Novel section and we weeded titles not checked out in two years or more.

**Reading Ranger Returns** – I spoke with Ranger Sydney Stover from Great Sand Dunes about the return of the Reading Ranger program! We spoke on the phone on Nov. 25 regarding dates and times, and she is going to get back to me. She would like to do one session a month in January, February, and March. Ideally, I would love for her to be a special guest during Kids Club, but the 1:00 time slot may pose problems for her as far as staffing at GSD. We will settle on dates and times in December and start advertising! This is such a great program, and I would love for it to be well-attended this winter. Sydney puts a lot of thought and planning into her program and it is a wonderful way to incorporate some science into our early literacy focus!

# ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

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**Subject/Title:**

Public Hearing on Resolution No. 25-2019, finding of Eligibility for annexation of the Annexation of McClain Fink Subdivision, Lots 66 & 67.

**Recommended Action:**

Staff recommends that Council conduct the public hearing, and unless evidence to the contrary is introduced, adopt Resolution 25-2019 making the finding that Lots 66 & 67 of the McClain Fink Subdivision are eligible for annexation.

**Background:**

Upon finding the subject property is eligible for annexation, the next step is consideration of an ordinance annexing the property to the municipal boundary of Alamosa. Nothing about the finding of eligibility commits the City to adopting the annexation ordinance. Eligibility is merely a function of determining the 1/6 (16.66%) contiguity requirement is met, as well as the other matters concerning urbanization, etc, set forth in the Resolution.

Staff has determined that the area has 21% Contiguity. A copy of the annexation plat is attached.

**Issue Before the Council:**

Does Council find this property to be eligible for annexation?

**Alternatives:**

Council can approve the Resolution based on competent evidence in the record and move forward with the consideration of the McClain-Fink Lots 66 & 67 Annexation or find, on competent evidence, that the area is not eligible for annexation for failure to meet one or more of the conditions set forth in the Resolution.

**Fiscal Impact:**

There is no fiscal impact from a finding of eligibility. Fiscal impacts of the annexation itself are addressed later in the process when Council determines whether and on what conditions it will proceed with annexation.

**Legal Opinion:**

The City Attorney will be available for comment.

**Conclusion:**

A finding of eligibility is a necessary step to continuing with the annexation process. The subject property appears to be eligible.

**ATTACHMENTS:**

| Description                                                                                                                                                       | Type            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
|  <a href="#">Resolution No. 25-2019 Mclain Fink lots 66&amp;67 eligibility</a> | Resolution      |
|  <a href="#">McClain-Fink Lots 66-67 Final Plat</a>                            | Backup Material |

**RESOLUTION NO. 25-2019**

**A RESOLUTION FINDING LOTS 66 & 67 OF THE McCLAIN-FINK SUBDIVISION,  
TO BE ELIGIBLE FOR ANNEXATION**

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

The City Council of the City of Alamosa, Colorado, finds that the property generally described as Lots 66 & 67 of the McClain-Fink Subdivision, Located in a Portion of Section 15, Township 37 North, Range 10 East, New Mexico Principal Meridian, Alamosa County, Colorado, said description being attached as Exhibit A to this Resolution, complies with the applicable annexation laws, that the land described is eligible to be annexed because there is at least one-sixth contiguity between the municipality and the area to be annexed and, after considering all competent evidence adduced at the hearing on this matter held on 18<sup>th</sup> December, 2019, City Council makes the following findings:

1. A community of interest exists between the area proposed to be annexed and the City of Alamosa; that said area is urban or will be urbanized in the near future; that said area is integrated with or is capable of being integrated with the City of Alamosa, and, furthermore, it has NOT been shown that at least two of the following conditions exist:

(a) Less than fifty percent (50%) of the adult residents of the area proposed to be annexed use some of the recreation, civic, social, religious, industrial, or commercial facilities of the municipality and less than twenty-five percent (25%) of its adult residents are employed in the annexing municipality;

(b) Fifty percent (50%) or more of the land proposed to be annexed is agricultural, and the owners of such agricultural land have expressed an intention under oath to devote the land to such agricultural use for at least five (5) years;

(c) It is not physically practical to extend urban services which the municipality normally provides in common to all of its citizens on the same terms and conditions as such services are made available to such citizens to the area proposed to be annexed.

2. The City Council further determines that applicable parts of the *Municipal Annexation Act* have been met and further determines that an election is not required under said *Act* and that there are no other terms and conditions to be imposed upon said Annexation other than as may be agreed to by the Applicant in an annexation agreement with the City; and

Having found that the property subject to said petition is eligible to become annexed, the City Council of the City of Alamosa, Colorado, shall undertake further annexation proceedings as provided by law.

**ADOPTED** this 18th day of December, 2019.



CITY OF ALAMOSA

By: \_\_\_\_\_  
Ty Coleman, Mayor

ATTEST: \_\_\_\_\_  
Holly C. Martinez, City Clerk

**EXHIBIT A**  
**LEGAL DESCRIPTION**

**LOTS 66 & 67 OF THE McCLAIN-FINK SUBDIVISION ANNEXATION PARCEL**

Lot 66 save and except the north 64 feet as described in Book 83 at Page 87 and lot 67, of MCCLAIN-FINK SUBDIVISION, located in the East Half of the Northwest Quarter ( $E\frac{1}{2}NW\frac{1}{4}$ ) of Section 15, Township 37 North, Range 10 East, N.M.P.M., and filed under Reception No.63962 in Book 79 at Page 72 filed July 16, 1938 in the office of the Alamosa County, Clerk and Recorder, Alamosa County, Colorado and being more particularly described by metes and bounds as follows.

Beginning at the southwest Corner for said Lot 67 of the MC CLAIN-FINK SUBDIVISION, from which the West Quarter Corner for said Section 15, bears S 07'46'02" W 1054.62' feet and is monumented with a 3.25" aluminum cap P.L.S. No.18468; thence N 00'01' 44" E 251.63' feet to a point on the Southerly right of way for 17th Street; thence S 89'42'50" E along said Southerly R.O.W., for 17th Street 189.45' feet to a point on the Westerly right of way for Ross Avenue; thence S 00'05'14" W along said Westerly R.O.W., for said Ross Avenue 250.35' feet; thence S 89'57'22" W 189.19' feet to the True Point of Beginning, containing 1.09 acres more or less and subject to and together with any and all existing easements of any nature.

# ANNEXATION PETITION AND DESCRIPTION

KNOW ALL MEN BY THESE PRESENTS that the petitioner is Duran Properties LLC a Colorado corporation.

Lot 66 and except the north 64 feet as described in Book 83 at Page 57 and lot 67, of MC CLAIN-FINK SUBDIVISION, located in the East Half of the Northwest Quarter (E1/2NW1/4) of Section 15, Township 37 North, Range 10 East, N.M.P.M., and filed under Reception No. 43962 in Book 79 at Page 72 filed July 16, 1938 in the office of the Alamosa County, Clerk and Recorder, Alamosa County, Colorado and being more particularly described by metes and bounds as follows.

Beginning at the southwest corner for said Lot 67 of the MC CLAIN-FINK SUBDIVISION, from which the West Quarter Corner for said Section 15, bears S 07°46'02" W 1054.62' feet and is monumented with a 3.25" aluminum cap P.L.S. No. 18468; thence N 00°01'44" E 251.63' feet to a point on the southerly right of way for 17th Street; thence S 89°42'50" E along said southerly R.O.W., for 17th Street 189.45' feet to a point on the westerly right of way for Ross Avenue; thence S 00°05'14" W along said westerly R.O.W., for said Ross Avenue 250.35' feet; thence S 89°57'22" W 189.19' feet to the True Point of Beginning, containing 1.09 acres more or less and subject to and together with any and all existing easements of any nature.

FURTHER THAT the undersigned have caused said property to be laid out and surveyed as the Annexation Plat for Lots 66 & 67 McClain-Fink Subdivision. This property is subject to any and all existing easements and or rights of way as shown on the accompanying plat.

SIGNED: Jerry Smith

AS: Owner representative for Duran Properties LLC

## ACKNOWLEDGMENTS

STATE OF Colorado }  
COUNTY OF Alamosa } SS

The foregoing was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20\_\_

by: \_\_\_\_\_

Witness my hand and seal. My commission expires \_\_\_\_\_  
SIGNED: \_\_\_\_\_  
Notary Public

## ACCEPTANCE OF ANNEXATION

This Annexation is approved and accepted by the City of Alamosa on this \_\_\_\_ day of \_\_\_\_, 20\_\_ City of Alamosa, Alamosa County, Colorado.

SIGNED: \_\_\_\_\_ ATTEST: \_\_\_\_\_  
Mayor City Clerk

## CLERK AND RECORDER'S CERTIFICATE

STATE OF COLORADO }  
COUNTY OF ALAMOSA } SS

I hereby certify that this instrument was filed in my office at \_\_\_\_ O'Clock this \_\_\_\_ day of \_\_\_\_, 20\_\_ and is duly recorded in Cabinet No. \_\_\_\_ File No. \_\_\_\_ Reception No. \_\_\_\_

SIGNED: \_\_\_\_\_  
Recorder

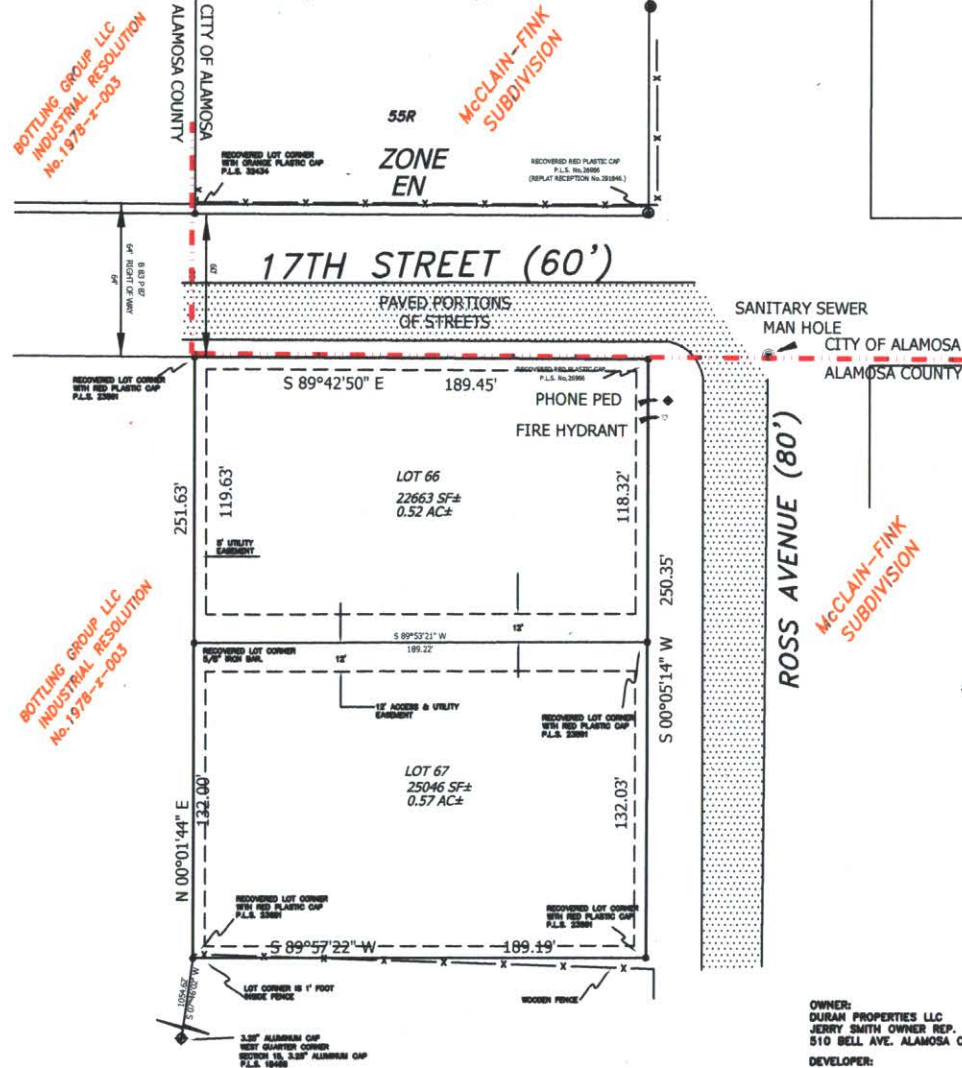
By: \_\_\_\_\_

## SURVEYOR'S STATEMENT

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

## Annexation plat for Lots 66 & 67, McClain-Fink Subdivision

two lots containing 1.09 acres more or less and  
Situated in a portion of the East Half of the Northwest Quarter (E1/2NW1/4)  
and a fraction of the East Half Southwest Quarter (E1/2SW1/4) of Section 15 Township 37 North, Range 10 East,  
N.M.P.M., Alamosa county, Colorado.



CONTIGUITY CALCULATION:  
21%

FLOOD HAZARD:  
FIRM RATE MAP COMMUNITY PANEL NUMBER 08000900458 APRIL 21, 1999  
AREA NOT INCLUDED.

### LEGEND

- PROPERTY BOUNDARY
- RECOVERED MONUMENT AS DESCRIBED
- ◆ QUARTER SECTION CORNER
- - - EASEMENT AS DESCRIBED
- X - WOODEN FENCE LINE
- - - ALAMOSA CITY LIMIT



VICINITY MAP

0' 25' 50' 75' 1" = 80'

NOTICE: According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than two years from the date of the certification shown herein.

**EAVENSON SURVEYING INC.**  
11219 ROAD 109 S, ALAMOSA  
COLORADO, 81101  
719-588-1445

Annexation plat for Lots 66 & 67, McClain-Fink Subdivision  
two lots containing 1.09 acres more or less and  
Situated in a portion of the East Half of the Northwest Quarter (E1/2NW1/4)  
and a fraction of the East Half Southwest Quarter (E1/2SW1/4) of Section 15 Township 37 North, Range 10 East,  
N.M.P.M., Alamosa county, Colorado.

OWNER:  
DURAN PROPERTIES LLC  
JERRY SMITH OWNER REP.  
510 BELL AVE. ALAMOSA CO. 81101

DEVELOPER:  
GCS  
P.O. BOX 238  
BLACKHAWK CO. 80422  
seam@geosolutions.biz (720-610-4675)

REPLACES/REVISES 10-16/01/10-06/06/10 OR 1970 SUBMIT 1 OF 1