

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

HYBRID - Council Chambers & Zoom Video Webinar
300 Hunt Avenue, Alamosa, CO
October 20, 2021

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

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

6:00 PM - Work Session: Broadband Update and Short Term Rentals Discussion

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

Present at roll call: Mayor Ty Coleman, Councilors Charles Griego, and David Broyles. Councilors present via Zoom Webinar: Councilor Liz Hensley and Michael Carson. Councilor Kristina Daniel previously requested to be excused and Councilor Jan Vigil requested to come to the meeting late.

III. AGENDA APPROVAL

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

IV. CITIZEN COMMENT

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

A. Audience Comments

None.

B. Follow-Up

None.

V. CONSENT CALENDAR A

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

consideration.

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

C.7.a. Approve Minutes of Special Meeting September 29, 2021

C.7.b. Approve Minutes of Meeting October 6, 2021

C.7.c. Motion amending the City Council Policy Manual to reflect revisions to Section VI, F., Remote Participation

C.8.a. Receive September 2021 Monthly Reports

C.8.b. Approve City Manager Employment Agreement

VI. REGULAR BUSINESS

C. Business Brought Forward by City Staff

1. Finance

- a. Public Hearing and Second Reading, Ordinance No. 19-2021, an Ordinance making the annual appropriations for fiscal year 2022.

Heather Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 7:09 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 7:10 p.m.

Councilor Griego moved, seconded by Councilor Broyles to finally adopt Ordinance No. 19-2021. The motion carried unanimously.

- b. Public Hearing and Resolution No.7-2021 proposed budget amendment #2 making supplemental appropriations and authorizing expenditures in excess of amounts budgeted for the City of Alamosa in Ordinance No.24-2020

Ms. Brooks reviewed this resolution with Council.

Mayor Coleman opened the public hearing at 7:21 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 Broyles to pass Resolution No. 7-2021. The motion carried unanimously.

2. City Manager/Legal

- a. First Reading, Ordinance No. 22-2021, an Ordinance authorizing the City

Manager to sign the Colorado Opioids Settlement Memorandum of Understanding, Subdivision Settlement Participation Forms, and the Colorado Subdivision Escrow Agreement.

Ms. Brooks provided information to Council on this ordinance.

Councilor Broyles moved, seconded by Councilor Griego to approve Ordinance No. 22-2021 on first reading and set for a public hearing on Wednesday, November 3, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

- b. First Reading, Ordinance No. 20-2021, An ordinance amending section 1-18(b) of the *Code of Ordinances of the City of Alamosa* making charges that are otherwise non-jailable offenses jailable upon the fourth offense within two years upon written or oral motion of the prosecutor.

Counselor Schwiesow provided information to Council on this ordinance.

Councilor Griego moved, seconded by Councilor Broyles to approve Ordinance No. 20-2021 on first reading and set for a public hearing on Wednesday, November 3, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

- c. First Reading, Ordinance No. 21-2021, an ordinance repealing section 1-18(e)(4) and amending section 13-57(b) of the *Code of Ordinances of the City of Alamosa* concerning the right to trial by jury to make the code provisions comport with state law

Counselor Schwiesow provided information to Council on this ordinance.

Councilor Griego moved, seconded by Councilor Broyles to approve Ordinance No. 21-2021 on first reading and set for a public hearing on Wednesday, November 3, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

D. Committee Reports

Mayor Coleman reported on the Golf Board meeting he attended.

E. Staff Announcements

Holly Martinez informed Council of the timeline for swearing in of new councilors after the election is certified.

Ms. Brooks reminded Council of upcoming dates including the joint dinner meeting with the commissioners next week and the ribbon cutting for Montana Azul park and provided them with the opportunity to ask questions regarding the changes to Main Street.

Harry Reynolds provided information to Council on what was done to the lines on Main Street and let them know that the tabs may be put back out after winter passes.

Counselor Schwiesow stated that Councilor Vigil was unable to make the meeting due to how efficient Council was tonight and the record will now reflect that he was not in attendance at the meeting.

COUNCIL COMMENT

Mayor Coleman thanked everyone for the changes to Main Street and gave a round of applause to Police Chief Ken Anderson.

ADJOURNMENT

The meeting adjourned at 7:50 p.m.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:

Approve Minutes of Special Meeting September 29, 2021

ATTACHMENTS:

Description

[Minutes of Special Meeting September 29, 2021](#)

Type

Minutes

ALAMOSA CITY COUNCIL
Special Meeting Minutes
Council Chambers, 300 Hunt Avenue
September 29, 2021

6:00 PM - Special Meeting

I. CALL TO ORDER

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

Present at roll call: Mayor Ty Coleman, Councilors Michael Carson, Charles Griego, David Broyles, Kristina Daniel, Liz Hensley, and Jan Vigil. A quorum was declared. Also present: Facilitator Kim Smoyer, Municipal Judge James McDonald and City Manager Heather Brooks (attending at their portions of the meeting respectively).

EXECUTIVE SESSIONS

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

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

Mayor Coleman affirmed that after the executive session, no further business will be discussed.

ADJOURNMENT

ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:

Approve Minutes of Meeting October 6, 2021

ATTACHMENTS:

Description

[Minutes of Meeting October 6, 2021](#)

Type

Minutes

ALAMOSA CITY COUNCIL

Regular Meeting Minutes

HYBRID - Council Chambers and Zoom Video Webinar
300 Hunt Avenue, Alamosa, CO
October 6, 2021

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

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

6:00 PM - Work Session: On/off ramp for jailable offenses and brief discussion on metal fences

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

Present at roll call: Mayor Ty Coleman, Councilors Charles Griego, Kristina Daniel, Jan Vigil, Michael Carson, David Broyles, and Liz Hensley. 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

Alexander Engeseth spoke in regards to still being willing to discuss issues with the homeless community and the community and to be a translator/mediator between the two.

Ruthie Brown spoke in regards to concerns of downtown and her questions being answered.

Larry Jack spoke in regards to concerns regarding Main Street.

Aaron Miltenberger spoke in regards to the upcoming ribbon cutting event for the Boys and Girls Club teen center and their upcoming gala event, extending the invitation to Council.

B. Follow-Up

Heather Brooks followed up regarding Ms. Brown's questions and concerns regarding her questions being answered.

V. CEREMONIAL ITEMS

A. Domestic Violence Awareness Month Proclamation

Council Vigil read the proclamation and presented it to Tu Casa representatives Ivette Atencio, Janine Jiron, Nina Patterson and Trina DeHerrera.

VI. CONSENT CALENDAR A

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

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

C.2.a. August financial statements and expenditure report

C.7.a. Approve Minutes of Special Meeting September 8, 2021

C.7.b. Approve Minutes of Meeting September 15, 2021

C.11.a Rural Economic Development Initiative (REDI) grant application approval

VII. REGULAR BUSINESS

B. Board/Commission Business

1. Update from HPAC

HPAC Chair Andrea Bachman provided an update to Council on what the Historic Preservation Advisory Committee has been working on this year.

2. Main Street Advisory Committee board appointments

Holly Martinez provided information to Council. Council cast ballots and those were reviewed by the city clerk for the final count. Council voted to appoint Jason Trujillo to the Main Street Advisory Committee as the Hospitality Industry representative.

Councilor Griego moved, seconded by Councilor Broyles to appoint Jason Trujillo to serve on the Main Street Committee as the Hospitality Industry representative. The motion carried unanimously.

C. Business Brought Forward by City Staff

1. City Manager/Legal

- a. Discussion and Direction on Main Street Design
- b. Second Reading and Public Hearing, Ordinance No. 17- 2021, an ordinance adopting a prohibition on “rolling coal” consistent with C.R.S. § 42-4-314(6)

Counselor Schwiesow 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.

Aaron Miltenberger spoke in support of this ordinance but did have concerns about what enforcement of the ordinance looked like. Chief Anderson responded with what the process for enforcement would be.

Donnie Bautista spoke in regards to the early iron event and asked that Council consider those events when approving this ordinance.

There being no one else wishing to speak, the hearing closed at 8:17 p.m.

Councilor Carson moved, seconded by Councilor Vigil to finally adopt Ordinance No. 17-2021. The motion carried unanimously.

- c. Second Reading and Public Hearing, Ordinance No. 18- 2021, an ordinance amending section 1-18 of the Code of Ordinances of the City of Alamosa and making charges that are otherwise non-jailable offenses jailable where the defendant has elected a jury trial based on a state statutory counterpart being a jailable offense

Counselor Schwiesow reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 8:31 p.m. asked for those wishing to speak on this ordinance.

Merida Zerbi and Mark Jackson spoke via zoom in opposition to this ordinance.

Karl Kuenhold, Johanna Hendley and Ben Pacyga spoke in opposition to this ordinance.

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

Council further discussed this ordinance.

Councilor Carson moved, seconded by Councilor Vigil to decline to accept this ordinance as presented and direct staff to bring back a different ordinance that addresses the inconsistencies found in the existing ordinances and state statutes as found in sections 1-18(b)(4) and 13-57(b). The motion carried unanimously.

- d. Public Hearing and Second Reading, Ordinance No. 16-2021, 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.

Ms. Brooks reviewed this ordinance with Council.

Mayor Coleman opened the public hearing at 9:16 p.m. and asked for those wishing to speak on this ordinance.

There being no one wishing to speak, the hearing closed at 9:17 p.m.

Councilor Vigil moved, seconded by Councilor Daniel to finally adopt Ordinance No. 16-2021. The motion carried unanimously.

- e. First Reading, Ordinance No. 19-2021, an Ordinance making the annual appropriations for fiscal year 2022.

Ms. Brooked provided information on this ordinance to Council.

Councilor Griego moved, seconded by Councilor Vigil to accept Ordinance No. 19-2021 on first reading and set for a public hearing on Wednesday, October 20, 2021 at 7:00 p.m. or as soon thereafter as the matter may be heard. The motion carried unanimously.

D. Committee Reports

Councilor Vigil reported on the Library Board meeting he attended.

Councilor Daniel reported on the LEAD Policy Committee and Housing Authority Board meetings she attended.

E. Staff Announcements

Ms. Brooks reminded council of upcoming dates including the work session scheduled for next week and the monthly volunteer clean up on the 15th. She also reminded Council the Mayor Pro Tem Vigil would be running the work session meeting on the 13th as Mayor Coleman is out.

COUNCIL COMMENT

Councilor Vigil commented on Alamosa High School homecoming this week with their football game on Friday and the 2001 team recognition will be the same night. He also communicated that the SLV region has 305 active covid cases.

Councilor Griego commented in regards to the hearing on the jailable offenses and commended Councilor Schwiesow for his professionalism.

Councilor Daniel thanked staff and the team for being prepared for tonight's meeting. She also commented in regards to Councilor Schwiesow's professionalism and thanked staff for everything during the CML Conference.

Councilor Hensley expressed her appreciation to Counselor Schwiesow and also commented that next week is Adams States homecoming.

Mayor Coleman thanked Ms. Martinez and staff, along with the Valley Courier, Chamber of Commerce and KSPK for the meet the candidates forum.

ADJOURNMENT

The meeting adjourned at 9:46 p.m.

Holly C. Martinez, City Clerk

Ty Coleman, Mayor

ALAMOSA CITY COUNCIL COUNCIL COMMUNICATION

Subject/Title:

Motion amending the City Council Policy Manual to reflect revisions to Section VI, F., Remote Participation

Recommended Action:

Staff recommends that City Council adopt the attached revised section VI. F., Remote Participation, in order to accept the changes discussed at the Council Retreat.

Background:

At the annual council retreat held August 2021, City Council discussed revisions to the remote attendance policy manual based on the usage and changes of remote technology used during the COVID-19 pandemic. The changes discussed will be amended in the Council Policy Manual. A redline and a clean version of the policy revision is attached.

Issue Before the Council:

Does Council wish to adopt the attached revision to the current remote participation policy in the City Council Policy Manual?

Alternatives:

Council can adopt the attached policy revision based on their discussion at the Council retreat or provide further directions to staff.

Fiscal Impact:

None.

Legal Opinion:

The City Attorney will be present for questions.

Conclusion:

The attached remote participation policy revision represents the final version as discussed at the annual Council Retreat.

ATTACHMENTS:

Description	Type
Revisions to Section VI.F	Exhibit
Revisions to Section VI.F redline	Backup Material

F. REMOTE PARTICIPATON

The following policy is established for members' remote electronic participation in City Council meetings due to an emergency or personal matter, or temporary disability or medical condition that prevents his or her physical presence. Remote participation is otherwise discouraged.

- a. No later than by 4:00 p.m. the day of a meeting, the member shall notify the Mayor and the City Clerk that the member is unable to attend the meeting due to an emergency or a personal matter, or temporary disability or medical condition. The member must identify with specificity the nature of the emergency or personal matter, but need not specify the nature of the disability or medical condition.
- b. Remote participation by the absent member shall be limited in each calendar year to five regular or special meetings. Additional remote sessions may be allowed by Council for extenuating circumstances.
- c. Remote participation is allowed for executive sessions, but the member participating remotely must ensure that no other party may hear the executive session.
- d. Remote participation is allowed for work sessions, but should not be abused.
- e. For any remote participation, the City shall make arrangements for the absent member or members to participate by both audio and visual means, and be heard by all persons in attendance at the meeting location. Video shall be required unless the meeting is a work session, or technical difficulties such as limited bandwidth prevent the use of video. The Clerk shall ensure that the electronic voting record reflects the absent member's vote.
- f. If a majority of the members present at the meeting are present in person, the meeting may not be chaired by remote participation.
- g. Remote participation shall be allowed for any quasi-judicial matters involving sworn testimony where Council has been required to ascertain facts and circumstances from the testimony of sworn witnesses, and to make individualized decisions based on its determination of such facts and circumstances only if the video technology is working. Absent extenuating circumstances, which must be approved by a majority vote of councilors present, persons with an item pending before Council for decision shall appear in person.
- h. If participating remotely, , the absent member shall participate for the entire meeting. Remote participation is not allowed for single agenda items unless approved by present Council members. Members participating remotely shall make every effort to comport themselves in the same manner they would if present in person.

F. REMOTE PARTICIPATON

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ALAMOSA CITY COUNCIL
COUNCIL COMMUNICATION

Subject/Title:

Receive September 2021 Monthly Reports

ATTACHMENTS:

Description

[September 2021 Monthly Reports](#)

Type

Reports

COUNCIL COMMUNICATION

DATE: October 20, 2021	AGENDA NO.	SUBJECT: City Manager Monthly Report for September 2021
Department Head:		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

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

September 2021 Report

- Meetings regarding the compensation analysis
- Coffee with Kale Mortensen
- Coffee with Matt Abbey
- Lunch with Andrea Oaks-Jaramillo
- Meeting regarding metro homeless work programs
- Meeting regarding co responder programs
- Monthly meeting with Councilor Carson
- Weekly Leadership Team meetings
- Bi-weekly meetings with Mayor and City Clerk
- Attended retirement reception for Duane Bussey
- Meeting with Attorney General's Office regarding opioid funds
- Monthly meeting with Fire Chief
- Bi-Monthly meeting with Aaron Miltenberger, Boys & Girls Club
- Early Childhood Stakeholder Advisory group meetings
- Monthly meeting with Councilor Broyles
- Art Committee Meeting
- Meet and greet with LEAD national representatives
- Monthly meeting with Public Works Director
- New employee color training sessions
- Meetings to discuss downtown design
- Bi-Weekly meetings with Police Chief
- Meeting with staff to review short term rental regulations
- Meeting with CML regarding LEAD presentation
- Monthly meeting with Parks & Recreation Director
- Bi-Weekly meetings with Communications/Project Specialist
- Monthly meeting with the Finance Director
- Meeting with Councilor Carson
- Lunch with Moody's

- Monthly meeting with IT Director
- CML Fall District Meeting in La Jara
- Monthly meeting with the Development Services Director
- Monthly Meeting with Councilor Griego
- Attended Chamber luncheon
- CIP review meeting
- Monthly meeting with HR Director
- Art Festival
- Meeting regarding Hickory Jackson Ditch
- LEAD policy meeting
- Main Street Advisory Committee meeting
- Meeting with Economic Development Director
- LEAD evaluation Team meeting
- CML Special Annual conference in Westminster
- Monthly Economic Development meeting
- Art Committee meeting discussion on Artfest
- Meeting with CDOT regarding Main Street
- Monthly meeting with Councilor Vigil
- LEAD presentation for CML Virtual Conference

COUNCIL COMMUNICATION

DATE: October 8, 2021	AGENDA NO.	SUBJECT: Economic Development Report for September, 2021
Department Head: Kathy Woods, Economic Development		
City Manager: Heather Brooks		
PRESENTED BY: Heather Brooks		

September, 2021:

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

- **Meeting and Connections – ongoing and single**
 - o ASU Interns
 - o Altitude Appliance – Pre-opening/and Grande Opening
 - o Diadora – Construction, Abatement, Timeline
 - o Former Grecos Bldg – Tim Rivera
 - o Weekends – Eva
 - o Care and Share Grande Opening prep – Sarah Stoeber
 - o Eric Burt/FSWB on former Villa Mall property
 - o FRSW on other projects
 - o Anne Dixon – Jimmy John’s – Property/Upkeep on purchase follow up
 - o Downtown rounding – Meeting
 - o Chamber and Ambassador openings, coffees, monthly luncheon and meetings
 - o DRG – Andrea Jaramillo on joint information/ projects
 - o Mary Domito – Alamosa Home
 - o Visited every Main Street business in the CBD, some more often
 - o Filming Director (Dwight Dyer)– Mid Oct. filming a movie in Costilla County...accommodations and resources in Alamosa
 - o Job Fair – 26 businesses/68 Job Seekers
 - o Cathy Garcia (Boebert Aide) and Antonio Huerta (Hickenlooper Aide)
 - Ec Dev update
 - o Josiah Smith – New Resident seeking property for a liquor store
 - o Pre Development Meeting with Friday Health Plans/Architects/Construction Manager/Engineers, etc.
 - Meetings with Derek Sisneros/Friday HP – additional temporary office space inquiries, research and outreach
 - Dan Burkentotten business property for lease, S-285
 - Kristy, FSWB – Sale of Villa Mall and tenancy
 - o Betsy Markey, former OEDIT Director, and Sarah, Gov. Polis staff
 - o Erin Minks – Business Concerns about workforce
 - o Cares Act/0% Loan finalization notifications

- o Deacon Aspinwall on downtown property evaluation/use compliance
- o Molly, Brackendale Realty
- o DRG new business loan review
- o Tanya Valdez, Regional Director/Workforce Dev.
- o Leroy Martinez property
- o John Adams – Inquiry in Space/Resources for Youth Play Center
- o Steven Valdez – Downtown property and use
- o Gina Gillette – New Remote Business
- o Friar and Fork Tour/Discussion
- o Jason Maestas – Freeze Dried Ice Cream/Fruit business start up
- o Fran Eigenberg – Land for Sale
- o Troy Blumberg – New Business Incentives
- o DRG –
- o Karla Willschau
- o Valley Meat Market
- o Former Oscars building on Main – new owner follow up on upkeep and status.

Follow Up, Location Research, Outreach

- Project inquiries, meetings, follow up and check in's
 - o Continue site research for Quick and Clean Car Wash
- Main St. Business' – Flyers re: upcoming street project
- Papers of Distinction – Mural Follow Up
- Joe – Martinez Shoe Repair
- Firedworks x 2
- Reeds at Cattails
- Continue to update Downtown Businesses and reach out to various businesses to assess needs or just check in
- Fran Eigenburg – Land
- Wendi Seger – Expansion
- Extreme Graphics – Change of ownership
- New Restaurant / Sun and Moon – check in's and info. Gathering
- Valley Meats – Check in
- Couple from FLA starting music business
- Working on formalizing business interviews and status (number of employees, etc.)

Thank you for your support!

COUNCIL COMMUNICATION

DATE: October 11, 2021	AGENDA NO.	SUBJECT: Communication Specialist Monthly Report for September 2021
Department Head: City Manager		
City Manager: Heather Brooks		
PRESENTED BY: Jasmine Husmann		

September 2021 Report

- Attended weekly staff meetings
- Met with Parks & Rec/Chamber to discuss Artfest
- Met with Chamber to discuss plan for Downtown Alamosa Facebook page
- Met with Streets Dept. to install Blues Dog at Dumb Friends League
- Talk to downtown businesses regarding art installations for ArtFest
- Attended Public Budget Outreach Meeting
- Discussed Artfest with Mark at SLV Federal
- Met with Streets Dept. to do uninstall of Horse sculpture in front of museum
- Attended open enrollment meeting
- Met with Parks to discuss foot print painting for Artfest
- Met with Streets Dept. to relocate pedestals early for Artfest
- Attended Art Committee meeting
- Attended Library Board Meeting
- Attended bi-weekly meetings with City Manager
- Worked on Fire Firefighter Employer Appreciation plaques
- Put out several PSA/social media posts

City of Alamosa
Monthly Activities Report
September 2021
Public Works Department

Streets:

Graded all gravel roads and downtown alleys
Performed routine maintenance to our equipment
Patched 15 Potholes Conducted sweeping operations
Continued Concrete replacement program
Work piles at 20th yard Back fill behind sidewalks and curb at concrete replacement sites
Patch all open cuts from concrete replacement
Install Art pieces For Art Fest
Overlay low spots on 12th
Repair large soft spot on Duke and Carroll
Four road closures for special events
Traffic control for Early Iron Slow Cruise
Dirt work for Montana Azul Project west of craft parking lot and foster parking area
Paint First street Install Catch Basin Montana Azul Clean up around compound

Solid Waste:

Commercial Waste Hauled totaled 319.6 T.; Residential Waste Hauled totaled 207.7 T. Medical Waste totaled 1.38 T. Thirty three special pick-ups were completed. Six, 96 gal toters, zero 64 gal toters, and four yard waste toter were delivered. Five toters and two dumpster were repaired.

Recycling:

A total of 87 bales of various materials were made. 44 bales were shipped. A total of 6 tons of glass was processed. Land fill savings totaled \$708.11.

Building Inspection:

For the month of September 2021 the building department issued 15 permits and 1 Certificate of Occupancy.

The estimated valuation and project cost of permit is equal to \$888,021.00
The total permit fees collected is \$16,340.68
Total plan review fees collected is \$514.38

Permits:

5 roofs
1 duplex (phase 1 of multi-family)
2 remodel
3 New construction Accessory buildings
1 solar PV
1 addition

1 utility

1- permit issued for the purpose of C.O.(No construction for change in occupancy).

Water:

Water pumped for municipal use totaled 95,253,485 gallons. Water treatment plant production totaled 79,147,827 gallons. There were 32 meter re-reads. Turn on/ turn offs and occupant changes totaled 31. Took Bac-T's Arsenic and Fluoride to the State. Did locates for Q-3 on State Ave Project for installation of gas lines. Water main break on 3rd Street pipe. Performed locates.

Water Treatment Facility:

Water produced= 79,147,827 gal. Average CL2= 1.35mg/l Average Raw Arsenic= 47.9 ppb
Average Finished Arsenic= 8.9 ppb (MCL=10ppb) Coagulant used (Ferric Chloride) = 2,425 gal.
Sodium Hypochlorite Used (Chloride)= 1,244 gal. Average Recovery Ratio=91.6%

Wastewater:

Total discharge for the month was 36.677 million gallons. Biochemical Oxygen Demand Monthly Average: 98%. Total Suspended Solids Monthly Average: 98%. E.coli Monthly Average Effluent 147/100 mg. Ammonium Nitrogen (NH4) Monthly Average: 0.69mg/l. Ran all routine monthly testing.

Sewer:

Sixty one sanitary sewers were inspected; 13 were unplugged. Nineteen were checked at customer's requests. 7 were cleaned and flushed. All lift stations were checked daily. Changed oil on screw pumps at the Waste Water Treatment Plant. Pulled pumps at West 7th, Tremont, lift station number one at Golf Course, Wal-Mart, Riverwood and West 11th Street. Cleaned impellers of debris. Cleaned and checked all Storm Lift Stations. Cleaned West 11th Street, Wal-Mart, Riverwood and 20th Street Lift Stations. Year to date locates, 1,425.

East Alamosa:

Water supplied to East Alamosa totaled 5,757,769 gallons. Ten sanitary sewers were checked for plugs, six were unplugged. Cleaned out 0 manholes. Did re-reads for East Alamosa Office. Pulled pumps at Price Ave, McKinney, McQuerry and Rodeo Lane Lift Stations. Cleaned Trechera, Sunnyside, and Adams lift stations.

Fleet:

Performed 13 Preventive Maintenance Services (1-Sanitation, 3-Water, 4-Police, 5-Parks)

Replaced 8 tires (4-Police, 2-Water, 2-Sanitation)

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

Replaced air governor in dump truck (1-Streets)

Replaced hydraulic hose on dump trailer (1-Parks)

Replaced Fuel crossover line on dump truck (1-Streets)

Replaced Front Brakes and Rotors (1-Police, 1-Parks)
Replaced Rear Brakes and Rotors (1-Police, 1-Water)
Engine is making a tapping noise Repaired engine (1-Water)
Repaired Power Steering leak (1-Streets)
Replaced engine on vibra-plate compactor (1-Streets)
Replaced tire on trailer (1-Streets)
Replaced missing dipstick for engine (1-Parks)
Replaced air governor in trash truck (1-Sanitation)
Installed new coupler for snow blower for new Loader (1-Streets)
Replaced headlight (1-Police, 1-Sanitation)
Repaired Flat tire (1-Water)
Replaced engine on paint sprayer (1-Parks)

City of Alamosa Development Services Department
Monthly Activity Report
September 2021

- Land Use:
 - 5 Land Use Applications
 - Researched and drafted regulations for Short Term Rentals (STR) and housing
 - Attended Colorado Municipal League conference and sessions on downtown, housing, infrastructure, economic development, tax increment financing, brownfield grants, etc.
 - Met with CDOT to discuss Sorum Tractor and Maverik access issue off Highway 160
 - Pre-development meeting with property owner regarding short term rental vs. triplex
 - Met with developer about converting historic Episcopal Church into a restaurant and speakeasy.
 - Attended SLV Airport Parking Lot Committee meeting to advise on parking expansion and parking study
 - Helped interview and select consultant for Riparian Park to Refuge trails master plan
 - Helped with landscape design at Montaña Azul park
 - Attended Colors Personality training
 - Meetings: Main Street Advisory Committee, Local Foods Coalition Board, SLV GO! Board annual retreat, Economic Development Committee , monthly code enforcement
- Building Department:
 - 15 building permits issued:1-utility, 5-roof, 2-remodel, 1- addition, 1-utility (roof photovoltaic), 3-new accessory buildings 1-other, 1-duplex (phase one of a multi-family development), 1-permit issued for the purpose of C.O.(No construction for change in occupancy), 1 Certificate of Occupancy issued
 - Total fees collected \$16,340.68
 - Total Plan Review fees collected: \$514.38
 - Total construction cost of projects: \$888,021.00
 - Started attended school full-time and scaled back to ¾ time
- Downtown:
 - Gave presentation on downtown plan to CDOT/DOLA Land Use Stakeholders Group Session #2 “Supporting Communities with Implementation of Downtown Visions” along with Cities of Grand Junction and Colorado Springs.
 - Had xeric, perennials installed in downtown planters
 - Discussed facade design collaboration with Adams State University professor, Bill Tite
 - Toured historic building regarding conversion to boutique hotel or apartments
 - Discussed road diet changes with CDOT
- Housing:
 - Pre-annexation meeting with CRHDC regarding next phase of Montaña Azul
 - Met with San Luis Valley Housing Coalition Director, Dawn Melgares, about large infill development opportunity
 - Met with Jeff Owsley, Willa Williford, Tim Reinen, and La Puente to discuss universal design three unit housing development
 - Discussed SLV Health housing with Andrew Atchley, Jeff Owsley, and Christine Hettinger-Hunt
 - Zoom call with State Attorney General’s office, Colorado Division of Housing, and Dawn Melgares regarding issues with manufactured home parks

Alamosa Fire Department

Department Report for September 2021

The Alamosa Fire Department responded to 14 incidents within the City Limits and 8 incidents outside the City Limits. In addition to paged fire calls, Officers also responded to an additional three calls for assistance.

Call Comparisons

Year	Monthly Comparison	Total City Calls Year to Date	County Calls Year to Date
2021	14	190	113
2020	38	181	126

Inspections:

9 Commercial Building inspections were performed

Fire Prevention/Station Tours:

No station tours were given

Training:

Firefighters logged a combined total 48 hours of training during the month.

ALAMOSA

Incident Type Report (Summary)

Alarm Date Between {09/01/2021} And
{09/30/2021} and Station = "1"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	7.14%	\$2,000	25.00%
131 Passenger vehicle fire	1	7.14%	\$3,000	37.50%
132 Road freight or transport vehicle fire	1	7.14%	\$3,000	37.50%
	3	21.43%	\$8,000	100.00%
4 Hazardous Condition (No Fire)				
413 Oil or other combustible liquid spill	1	7.14%	\$0	0.00%
424 Carbon monoxide incident	2	14.29%	\$0	0.00%
463 Vehicle accident, general cleanup	1	7.14%	\$0	0.00%
	4	28.57%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	7.14%	\$0	0.00%
551 Assist police or other governmental agency	1	7.14%	\$0	0.00%
553 Public service	4	28.57%	\$0	0.00%
	6	42.86%	\$0	0.00%
7 False Alarm & False Call				
735 Alarm system sounded due to malfunction	1	7.14%	\$0	0.00%
	1	7.14%	\$0	0.00%

Total Incident Count: 14

Total Est Loss:

\$8,000

COUNCIL COMMUNICATION

DATE October 4, 2021	AGENDA NO.C. 8. a	SUBJECT: IT Director Monthly Report for September 2021
Department Head: 		
City Manager:		
PRESENTED BY: James A. Belknap		

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

September 2021 Report

- IT presented a tour of the new Library technology to the Parks and Recreation Director. On this tour, the new computer lab, 3D printers, children's computer lab, catalog computers, self check out, and other library equipment was discussed.
- An IT staff member completed a week-long training on PRTG - a software network monitoring system that is used by the City to monitor equipment in both the City of Alamosa and Monte Vista. Brandon Gallegos earned a certification as a PRTG Certified Monitoring Expert.
- IT hosted a training review with the City Clerks regarding the new technology in the Council Chambers.
- IT conducted a drone flight to provide pictures of the Craft water tower to Public Works.
- Another drone flight was conducted to provide aerial photographs of new parks being built in the Montana Azul division. These photos along with GPS data were

provided to the Development Services department.

- IT met with Rocky Mountain Fire and Security to gather information about an additional camera to capture an area between the Police Department and City Hall.
- After a report of a malfunctioning lock at the PD Training center, IT completely disassembled the lock and identified a broken sensor. An intermediate fix was implemented.
- Working with the Library staff, IT found an issue with the public wifi TOS page that was not allowing certain devices to access the internet. This issue was corrected in the back end scripting and has been successful since.
- IT installed a new temperature monitoring system at the WWTP where the electrical equipment has a tendency to run hot. With this new alert system, Public Works staff will be notified of high temperatures as soon as a threshold is met. Additionally, historic temperature logging allows staff to analyze trends.
- IT built and replaced the computer used for self checkout at the Library. This resolved multiple issues reported by patrons regarding the speed and reliability of the previous self checkout machine.
- Added an access point at the recycling center that allows City devices to communicate wirelessly with the City network.
- IT developed a bespoke system for a kiosk to be placed in the City Hall lobby. This new system includes the ability to view the court docket on court days, see operating hours, browse a city map, view an events calendar, and shows a short history of Alamosa. This new system can be dynamically updated via Google Workspace apps. The hardware came from previously used kiosk that would display the City website. This project was initiated by working with the City Clerks to find a cost effective way to display court dockets. The IT department identified that the kiosk was underutilized and with its use, saves the City from purchasing all new displays.
- IT worked with the Police Department to identify equipment swapped by a police car outfitter. Three vehicles in the police department were upgraded, but when the equipment provided by the City was swapped, the officers found that their Axon system was not working. All equipment was replaced or reprogrammed to

allow full functionality.

- IT ordered and set up a new computer for the Police Co-responders office in the police station.
- Worked on a computer at the City Shops that was not able to access the internet. The computer was reimaged which resolved the issue.
- Added "Do not unplug" tags to equipment in the rodeo grounds announcer booth. After being alerted to a network outage, IT discovered that someone unplugged all network equipment to both the APL wifi and to the cameras in the area.
- Additionally, IT has placed a camera in the booth to ensure no further tampering is done.
- Resolved an issue where a Rec Center user was being misidentified in the Google Contacts directory. This was also causing confusion to some members of the public who were reaching out to the incorrect email address.
- Set Up a spare chromebook to allow for secure access to the City's HVAC system. Multiple maintenance members are now able to adjust levels remotely when needed.
- Configured the City's network infrastructure monitoring system to automatically create helpdesk tickets when devices are down for 360 seconds or more.
- Created a City Manager Shared Google Drive adding the ability for collaboration on documents within the department.
- 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:

- Purchased, installed, and configured a new network attached storage device for secure backups. This device uses a linux file system to create what are called “immutable” backups - files that are encrypted to prevent overwriting or changes to the documents within. This adds an extra layer of defense against backup attacks such as cryptolocker viruses (which the City of Monte Vista has suffered from before).
- Ordered a new and upgraded host server. A host runs the virtual machines that comprise the City’s network and IT infrastructure. As opposed to slightly older donated equipment, this will be the first host purchased by the City for use in its new datacenter.
- Ordered a new laptop for the Ski-Hi Facility Manager position. A laptop will allow the person who fills the position to work anywhere needed.
- Setup the accounts and programs for the incoming City Manager.
- Set up new computers for the Police Corporal, Records Clerk, and Evidence Intake.
- Ran a trial with Jamf as a mobile device management suite. This will allow IT to manage mobile device apps, track missing devices, and remotely wipe devices if needed.
- Setup vMotion on the datacenter to allow for quick and easy movement of virtual machines from one physical host to another. During this process VMware was also upgraded.
- Reviewed City cell phone plans and offered upgrades to qualifying employees.
- Patched all City owned computers to the latest patch and vulnerability fixes from Microsoft. This monthly patching helps protect our computers from malicious software, resolve general windows issues/bugs, and provide access to new windows features.



Tickets

Ticket #	Summary	Created	Closed
10024	DRS VCenter	2021-09-01T16:31:15+00:00	2021-09-01T20:47:34+00:00
10025	DRS Equallogic san	2021-09-01T16:32:28+00:00	2021-09-20T21:19:21+00:00
10026	New Hire & Termination	2021-09-01T18:14:18+00:00	2021-09-02T01:49:29+00:00
10027	Pics	2021-09-01T22:12:31+00:00	2021-09-01T22:12:59+00:00
10028	Update Fire Application	2021-09-01T22:25:08+00:00	2021-09-01T23:24:45+00:00
10030	Support needed to set up zoom meeting	2021-09-02T13:56:44+00:00	2021-09-07T16:08:16+00:00
10031	remove drive	2021-09-02T14:17:09+00:00	2021-09-03T19:21:26+00:00
10032	Alamosa Public Library open wifi not connecting	2021-09-02T17:18:17+00:00	2021-09-09T17:23:09+00:00
10034	VM FjuarezJr is locked up and will not allow for RDP or even shutdown.	2021-09-02T17:38:23+00:00	2021-09-02T17:52:01+00:00
10035	Email Tickets	2021-09-02T17:54:30+00:00	2021-09-02T17:55:12+00:00
10036	Acrobat Pro	2021-09-02T18:08:24+00:00	2021-09-07T17:16:42+00:00
10037	install new TEMP STICK	2021-09-02T19:20:26+00:00	2021-09-03T17:36:27+00:00
10038	temp stick	2021-09-03T15:51:11+00:00	2021-09-07T18:04:26+00:00
10039	Key Fab	2021-09-03T15:52:36+00:00	2021-09-07T14:35:51+00:00

Ticket #	Summary	Created	Closed
10040	Double Sided printing on public computers using the print pictures program	2021-09-03T18:04:11+00:00	2021-09-03T20:19:50+00:00
10041	Badge for City Attorney	2021-09-07T14:35:39+00:00	2021-09-07T14:35:44+00:00
10042	I no longer have access to the Z Drive	2021-09-07T14:35:45+00:00	2021-09-07T14:37:27+00:00
10043	Phone	2021-09-07T14:36:42+00:00	2021-09-07T16:07:08+00:00
10045	Computer Usage Report	2021-09-07T15:12:47+00:00	2021-09-07T16:43:42+00:00
10046	Catalog computer in Library	2021-09-07T15:16:17+00:00	2021-09-07T16:47:09+00:00
10047	Order, Build and replace the Selfcheck computer	2021-09-07T15:32:02+00:00	2021-09-07T16:07:59+00:00
10048	order replacement for projector with digital screen system	2021-09-07T15:33:15+00:00	2021-09-07T16:07:49+00:00
10049	Mouse Curser Issues	2021-09-07T16:05:10+00:00	2021-09-07T16:07:35+00:00
10050	Install AP out at recycling	2021-09-07T17:17:17+00:00	2021-09-07T18:04:47+00:00
10051	drone	2021-09-07T20:21:53+00:00	2021-09-14T17:28:06+00:00
10052	More Drone	2021-09-07T20:22:32+00:00	2021-09-10T21:30:27+00:00
10053	Ice rink Sponsorship	2021-09-07T22:00:57+00:00	2021-09-08T18:08:11+00:00
10054	The new Temp stick at the WWTP is constantly in alert	2021-09-08T14:08:58+00:00	2021-09-08T14:09:45+00:00

Ticket #	Summary	Created	Closed
10055	Facebook	2021-09-08T15:46:48+00:00	2021-09-09T15:57:10+00:00
10056	Email Issues	2021-09-08T16:47:39+00:00	2021-10-01T19:39:15+00:00
10057	Novamaker program on staff computer lab computer.	2021-09-08T16:48:02+00:00	2021-09-09T17:22:12+00:00
10058	Google Drive Shortcut	2021-09-08T18:43:29+00:00	2021-09-09T15:25:53+00:00
10059	Google analytics	2021-09-08T19:53:12+00:00	2021-09-09T18:34:31+00:00
10060	remove jury trial info on website	2021-09-08T19:56:14+00:00	2021-09-09T15:23:54+00:00
10061	APL Internet is out at the golf course.	2021-09-09T14:09:11+00:00	2021-09-09T17:48:46+00:00
10062	Adobe Illustrator	2021-09-09T17:36:26+00:00	2021-09-09T17:49:30+00:00
10063	I need to be added as an Administrator on the Rec Center List server	2021-09-09T18:19:56+00:00	2021-09-09T18:26:22+00:00
10065	Create Cloud/Photoshop Login Issues	2021-09-13T15:46:29+00:00	2021-09-13T16:26:58+00:00
10066	New form response notification	2021-09-13T17:56:13+00:00	2021-09-13T21:15:16+00:00
10068	Car 4	2021-09-14T08:38:28+00:00	2021-09-21T21:09:54+00:00
10069	Unable to access Team Viewer/HVAC controls	2021-09-15T12:58:27+00:00	2021-09-15T14:11:41+00:00
10070	Spin Bike Auction Announcement and Manuals	2021-09-15T17:01:38+00:00	2021-09-20T20:29:26+00:00

Ticket #	Summary	Created	Closed
10072	Robert Jaramillo needs a new city access care	2021-09-15T20:18:27+00:00	2021-09-16T21:57:56+00:00
10073	Add generic email for City Prosecutor	2021-09-15T20:20:58+00:00	2021-09-15T21:50:39+00:00
10075	Covid guidelines for intranet site posting	2021-09-16T00:17:45+00:00	2021-09-16T00:54:19+00:00
10076	New ID Card	2021-09-16T01:26:16+00:00	2021-09-16T01:35:44+00:00
10077	Troubleshoot Axon In-Car Video Camera	2021-09-16T01:40:30+00:00	2021-09-16T22:28:12+00:00
10078	Cloud Recording - Regular City Council Meeting is now available	2021-09-16T12:58:28+00:00	2021-09-16T21:07:05+00:00
10079	Public PC #2	2021-09-16T14:58:52+00:00	2021-09-17T15:40:41+00:00
10080	Wifi	2021-09-17T17:15:28+00:00	2021-09-17T17:16:17+00:00
10081	camera	2021-09-17T17:26:42+00:00	2021-09-17T17:26:58+00:00
10082	Cannot log into work from home laptop	2021-09-17T17:32:01+00:00	2021-09-17T17:32:19+00:00
10086	Co-Responder office	2021-09-17T19:22:55+00:00	2021-09-21T21:08:01+00:00
10087	Monitor	2021-09-17T19:42:57+00:00	2021-09-20T15:13:26+00:00
10088	Network rack in library staff room is louder than usual	2021-09-17T21:08:43+00:00	2021-09-20T16:45:51+00:00
10089	Dash camera	2021-09-18T16:16:05+00:00	2021-09-22T20:53:22+00:00

Ticket #	Summary	Created	Closed
10092	Issue launching jury room PC	2021-09-20T19:09:18+00:00	2021-09-20T19:09:57+00:00
10093	DP cable	2021-09-20T21:22:18+00:00	2021-09-22T20:53:06+00:00
10095	Office closed 1245 - 145	2021-09-21T14:59:38+00:00	2021-09-21T15:00:59+00:00
10096	PD training center door lock	2021-09-21T17:01:01+00:00	2021-09-22T14:38:30+00:00
10097	MDT not connecting	2021-09-22T14:39:38+00:00	2021-09-22T14:40:24+00:00
10099	Add topo map layer to Google Earth	2021-09-22T17:09:35+00:00	2021-09-22T20:52:53+00:00
10100	Terminate Access	2021-09-22T18:16:59+00:00	2021-09-22T19:56:43+00:00
10101	Terminate Access	2021-09-22T19:19:28+00:00	2021-09-22T19:56:37+00:00
10102	Computer not turning on	2021-09-22T21:14:53+00:00	2021-09-24T14:01:52+00:00
10103	DASH CAMERA CONNECTIVITY	2021-09-23T15:31:23+00:00	2021-09-23T19:32:34+00:00
10106	Date and time wrong on laptop	2021-09-23T19:36:03+00:00	2021-09-23T19:36:23+00:00
10107	Voucher Network Splash Screen not popping up on a patron's Iphone.	2021-09-23T20:10:18+00:00	2021-09-29T15:46:24+00:00
10108	Old Laptop	2021-09-24T14:33:26+00:00	2021-09-29T15:46:52+00:00
10109	Ext. 2501	2021-09-27T14:06:59+00:00	2021-10-06T22:03:11+00:00

Ticket #	Summary	Created	Closed
10110	Computer 8 Not Working	2021-09-27T14:13:28+00:00	2021-09-28T21:52:43+00:00
10111	New Employee	2021-09-27T14:14:09+00:00	2021-09-27T16:46:31+00:00
10112	Ice Rink Printer Down	2021-09-27T16:47:08+00:00	2021-09-27T16:48:20+00:00
10113	Rodeo Grounds Networking Unavailable	2021-09-27T16:47:47+00:00	2021-09-27T16:48:06+00:00
10125	Anti-executable Alert	2021-09-28T19:57:10+00:00	2021-09-28T21:53:11+00:00
10126	Rec Center Website	2021-09-28T20:33:36+00:00	2021-09-28T22:04:01+00:00
10127	AXON car camera	2021-09-28T20:48:19+00:00	2021-09-28T22:34:42+00:00
10128	Alamosa Parks and Recreation Website Error	2021-09-28T22:31:27+00:00	2021-10-01T19:30:58+00:00
10129	Label Rodeo Grounds	2021-09-29T15:18:07+00:00	2021-09-30T14:32:05+00:00
10130	Install Rodeo Camera	2021-09-29T15:18:45+00:00	2021-10-08T14:30:32+00:00
10131	Computer 9 working without a code	2021-09-29T15:35:55+00:00	2021-09-29T19:57:56+00:00
10132	Setup Chromebook	2021-09-29T17:32:54+00:00	2021-09-29T17:33:11+00:00
10133	Copy of phone call	2021-09-29T20:50:06+00:00	2021-09-29T21:02:00+00:00
10134	OCR not working	2021-09-29T20:55:04+00:00	2021-10-04T19:11:03+00:00

Ticket #	Summary	Created	Closed
10135	Add Meet the Candidates information to city council page	2021-09-29T22:05:08+00:00	2021-09-30T14:35:09+00:00
10137	Right Computer Screen went dark	2021-09-29T22:57:16+00:00	2021-09-30T14:15:36+00:00
10142	Add RFPs to website	2021-09-30T19:40:16+00:00	2021-09-30T21:15:38+00:00



Tickets

Ticket #	Summary	Created	Closed
10029	Key fobs for Victims Advocates	2021-09-01T22:34:04+00:00	2021-09-02T17:35:17+00:00
10033	assist Bob, Anita, and Pedro with timeclock setup on phone app.	2021-09-02T17:35:52+00:00	2021-09-02T17:36:28+00:00
10044	laptop printer setup	2021-09-07T15:12:40+00:00	2021-09-07T19:37:15+00:00
10064	Text to speak function is malfunctioning on Tom's phone 490-9583	2021-09-13T14:28:16+00:00	2021-09-17T13:59:22+00:00
10067	Newer Employees need to have the employee portal set up on their phones	2021-09-13T19:52:22+00:00	2021-09-13T21:28:00+00:00
10071	facebook	2021-09-15T18:03:50+00:00	2021-09-16T21:10:32+00:00
10074	Install Sim Card into new cradle point within the new Police Vehicle.	2021-09-15T21:48:39+00:00	2021-09-15T21:49:13+00:00
10083	Order new backup NAS	2021-09-17T17:33:47+00:00	2021-09-17T17:36:01+00:00
10084	Order new Host server	2021-09-17T17:34:15+00:00	2021-09-17T17:38:19+00:00
10085	Order VMWare Upgrade	2021-09-17T17:34:40+00:00	2021-09-17T17:37:59+00:00
10090	Gmail passowrd reset	2021-09-20T13:34:05+00:00	2021-09-20T14:30:01+00:00
10091	Keyboard	2021-09-20T14:54:51+00:00	2021-09-20T17:16:01+00:00
10094	Windows password reset for Jessica Pino	2021-09-21T13:03:06+00:00	2021-09-21T14:20:10+00:00
10098	access	2021-09-22T16:15:45+00:00	2021-09-22T19:34:29+00:00

Ticket #	Summary	Created	Closed
10104	New Council Memeber	2021-09-23T18:07:31+00:00	2021-09-24T14:44:27+00:00
10105	Need another fob prograded	2021-09-23T18:24:22+00:00	2021-09-27T14:22:28+00:00
10114	WiFi is down	2021-09-27T20:39:57+00:00	2021-09-27T22:04:44+00:00
10115	Replace computer	2021-09-28T12:49:33+00:00	2021-09-28T12:51:53+00:00
10116	replace computer	2021-09-28T12:50:12+00:00	2021-09-28T12:51:42+00:00
10117	Setup Public WIFI	2021-09-28T12:50:46+00:00	2021-09-28T12:51:24+00:00
10118	Set up page all again.	2021-09-28T14:34:39+00:00	2021-10-01T19:30:07+00:00
10119	VMWare	2021-09-28T15:12:17+00:00	2021-09-28T21:53:02+00:00
10120	Setup vMotion Network On Monte Data Center	2021-09-28T15:22:14+00:00	2021-10-01T19:30:19+00:00
10121	Upgrade OpenFox CCIC on all machines that have it within Monte-Vista	2021-09-28T15:23:13+00:00	
10122	Setup, Configure, and Deploy the new Backup Server	2021-09-28T15:24:39+00:00	2021-10-01T19:30:41+00:00
10123	Deploy new Evidence Computer	2021-09-28T15:25:25+00:00	
10124	Deploy new Evidence Inprocessing Computer	2021-09-28T15:25:51+00:00	2021-10-01T20:47:52+00:00
10136	Public Works Monte	2021-09-29T22:48:23+00:00	2021-09-30T14:30:34+00:00

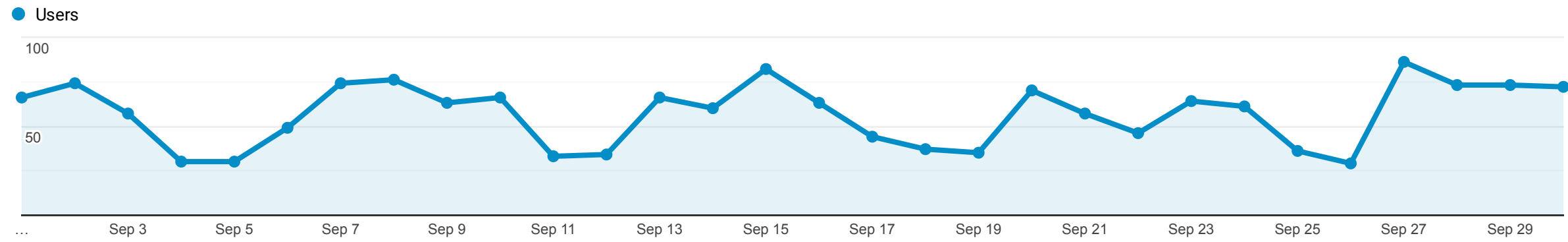
Ticket #	Summary	Created	Closed
10138	Printer Access	2021-09-30T13:48:55+00:00	2021-09-30T14:31:23+00:00
10139	dispatch	2021-09-30T14:05:20+00:00	2021-09-30T14:05:53+00:00
10140	stolen phone	2021-09-30T14:05:50+00:00	2021-09-30T14:06:28+00:00
10141	PW stolen Phone	2021-09-30T15:03:58+00:00	2021-09-30T15:14:51+00:00
10143	New Employee - Michelle Jardon	2021-09-30T22:44:48+00:00	2021-10-01T19:38:09+00:00
10144	New City Manager	2021-09-30T22:46:29+00:00	2021-10-01T19:33:56+00:00

Audience Overview

All Users
100.00% Users

Sep 1, 2021 - Sep 30, 2021

Overview



Users
1,417

New Users
1,201

Sessions
1,840

Number of Sessions per User
1.30

Pageviews
3,792

Pages / Session
2.06

Avg. Session Duration
00:01:28

Bounce Rate
47.12%

New Visitor
76.1%

Returning Visitor
23.9%

Language		Users	% Users
1.	en-us	1,352	95.41%
2.	en	16	1.13%
3.	en-gb	15	1.06%
4.	zh-cn	12	0.85%
5.	en-in	7	0.49%
6.	c	5	0.35%
7.	(not set)	3	0.21%
8.	en-au	2	0.14%
9.	en-ca	2	0.14%
10.	fr-fr	1	0.07%

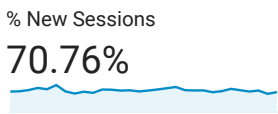
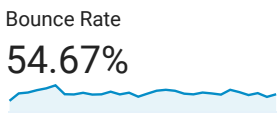
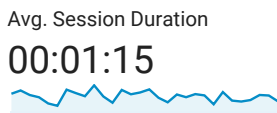
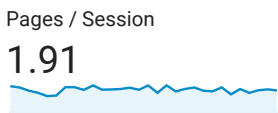
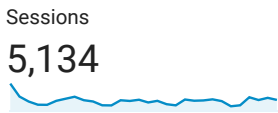
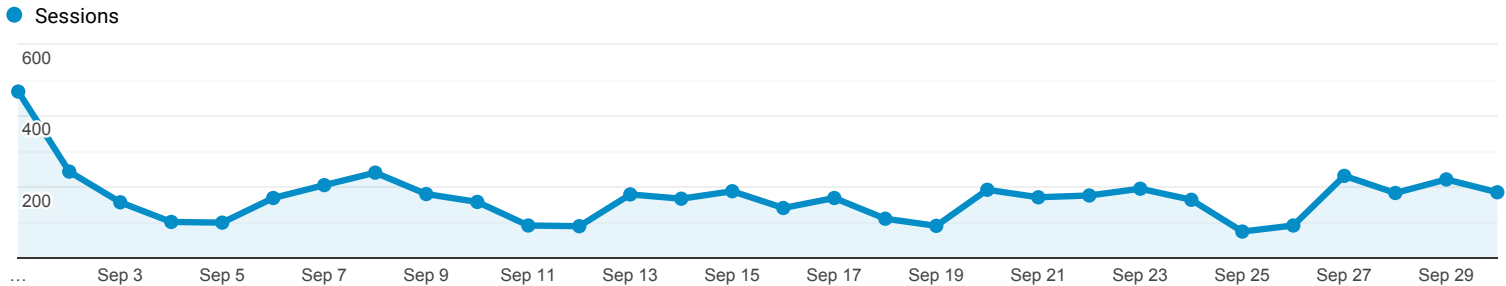


Audience Overview

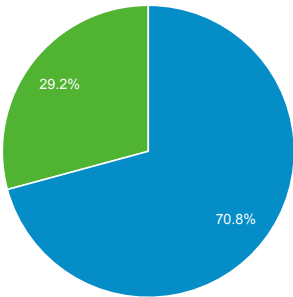
All Users
100.00% Sessions

Sep 1, 2021 - Sep 30, 2021

Overview



New Visitor Returning Visitor



Language	Sessions	% Sessions
1. en-us	4,787	93.24%
2. fr-fr	88	1.71%
3. zh-cn	73	1.42%
4. en	50	0.97%
5. en-gb	41	0.80%
6. c	20	0.39%
7. es-us	10	0.19%
8. (not set)	8	0.16%
9. en-au	8	0.16%
10. en-ca	7	0.14%

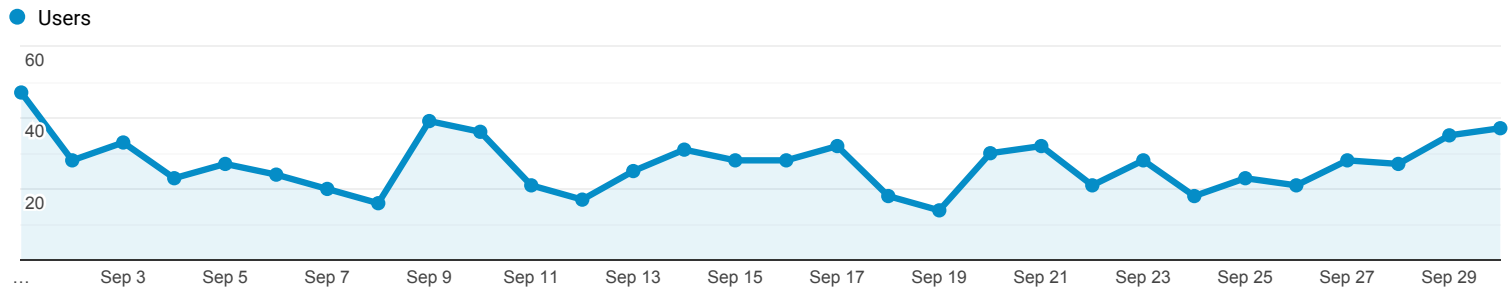


Audience Overview

All Users
100.00% Users

Sep 1, 2021 - Sep 30, 2021

Overview



Users

622

New Users

543

Sessions

879

Number of Sessions per User

1.41

Pageviews

1,773

Pages / Session

2.02

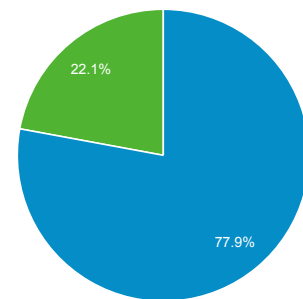
Avg. Session Duration

00:01:08

Bounce Rate

66.10%

■ New Visitor ■ Returning Visitor



Language	Users	% Users
1. en-us	572	91.96%
2. zh-cn	29	4.66%
3. en-us@posix	5	0.80%
4. en	4	0.64%
5. en-ca	3	0.48%
6. c	2	0.32%
7. en-au	2	0.32%
8. en-gb	2	0.32%
9. es	1	0.16%
10. es-es	1	0.16%



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Totals For Filed Date From 09/01/2021 To 09/30/2021

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Violations By Filed Date

CITY ORDINANCE	23
PARKING	5
TRAFFIC	36
Total Violations Filed:	64

Violations Completed-Paid Fines By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	10
PARKING	1
TRAFFIC	46
CL	57

DENIED-DENIED FILING, CLOSED

CITY ORDINANCE	1
DENIED	1
Total Violations Completed-Paid Fines:	58

Violations Completed-Before Judge By Filed Date

CL-DOCKET CLOSED

CITY ORDINANCE	1
TRAFFIC	1
CL	2

DR-DISMISSED PAST RETENTION

CITY ORDINANCE	15
----------------	----



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Totals For Filed Date From 09/01/2021 To 09/30/2021

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Violations Completed-Before Judge By Filed Date

TRAFFIC	8	
DR		23
Total Violations Completed-Before Judge:	25	

Violations Completed-Other By Filed Date

DD-DISMISSED AFTER DEFERRED

TRAFFIC	1	
DD		1

DI-DISMISSED/PRESENTED INSURANCE

PARKING	2	
DI		2

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE	4	
DP		4

DR-DISMISSED PAST RETENTION

CITY ORDINANCE	4	
TRAFFIC	31	
DR		35

DV-DIVERSION VOID

CITY ORDINANCE	1	
DV		1



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Totals For Filed Date From 09/01/2021 To 09/30/2021

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Violations Completed-Other By Filed Date DX-DISMISSED/FOUND NOT GUILTY

TRAFFIC	1
DX	1
Total Violations Completed-Paid Fines:	44
Total Violations Completed-Paid Fines:	58
Total Violations Completed-Before Judge:	25
Total Violations Completed-Before Jury:	0
Total Violations Completed-Before Teen Court:	0
Total Violations Completed-Other:	44
Total Violations Completed:	127
Total Violations Filed:	64
Net Difference Filed - Completed:	-63

Warrants Issued

CITY ORDINANCE	27		
Total Warrants Issued:	27	Total Violations:	27

Warrants Cleared

CITY ORDINANCE	35		
Total Warrants Cleared:	35	Total Violations:	35

Total Warrants Issued:	27
Total Warrants Cleared:	35
Net Difference:	-8



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Totals For Filed Date From 09/01/2021 To 09/30/2021

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Violations Completed-Other Paid By Filed Date

AJ-TRAFFIC DEFERRAL

TRAFFIC

5

AJ

5

BH-BOND HEARING

CITY ORDINANCE

2

BH

2

CL-DOCKET CLOSED

TRAFFIC

1

CL

1

CP-PENDING COLLECTIONS

CITY ORDINANCE

1

CP

1

DP-DISMISSED BY PROSECUTOR

CITY ORDINANCE

1

TRAFFIC

1

DP

2

DV-DIVERSION VOID

CITY ORDINANCE

1

DV

1

EX-EXTENSION OF TIME TO PAY

CITY ORDINANCE

1

TRAFFIC

1

EX

2



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Totals For Filed Date From 09/01/2021 To 09/30/2021

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Violations Completed-Other Paid By Filed Date

LN-LIEN ON LICENSE - DEFAULT

TRAFFIC

1

LN

1

PP-PAYMENT PLAN

TRAFFIC

3

PP

3

RH-RESTITUTION HEARING

CITY ORDINANCE

1

RH

1

SN-SENTENCING HEARING

CITY ORDINANCE

3

SN

3

ST-STATUS HEARING

CITY ORDINANCE

11

TRAFFIC

1

ST

12

TR-TRIAL - NON JURY

CITY ORDINANCE

2

TR

2

WI-WARRANT ISSUED

CITY ORDINANCE

10

WI

10

Total Violations Completed-Other Paid:

46



Filed Or Closed Cases Listing

ALAMOSA MUNICIPAL COURT

10/11/2021 8:41:26 AM

Posted Fee Totals For Transaction Date From 09/01/2021 To 09/30/2021

Fee Code	Fee Description	Paid
		\$0.00
BF	BOND FORFEITURE	(\$250.00)
CCOST	COURT COSTS	\$315.00
DEFER	DEFERRED FEE	\$100.00
FINE	Fine	\$7,170.39
LATE	LATE FEE	\$115.00
OJW	OUTSTANDING JUDGMENT WAR	\$180.00
PD SUR	PD SURCHARGE	\$1,162.00
REST	RESTITUTION	\$50.00
TP	SERVICE CHARGE	\$95.61
VA	VICTIMS ASSISTANCE	\$135.00
WF	WARRANT FEE	\$300.00

Report Totals: \$9,373.00

City Clerk/Municipal Court September 2021 Monthly Report

Prepared and distributed 11 birthday cards.

LIQUOR:

- Renewals:
 - o Chief Liquor
 - o My Brother's Place
 - o Terry's Liquor
 - o Purple Pig Pizzeria and Pub
 - o Calvillo's
 - o SLV Brewing Company
- Inspections:
 - o My Brothers Place
 - o Purple Pig Pizzeria and Pub
 - o City Market
 - o Woody's Q Shack
 - o Chili's
- Special Events Permits:
 - o Boys and Girls Club

COURT:

- Court held August 2, 11, 12, 23, 26
- Worked with Municipal Judge, Court staff, City Prosecutor and staff to set 2022 court schedule.
- Meeting with BC Services for review of collections.

ELECTIONS:

- Conducted candidate ballot lot order

BOARDS:

- Meeting with Granicus for Boards and Commissions software data review

RECORDS:

- Pump house check in and clean up for central filing.

TRAININGS:

- Attended CML Fall District 8 Meeting - La Jara, CO
- Attend CML Special Conference – Westminster, CO

OTHER:

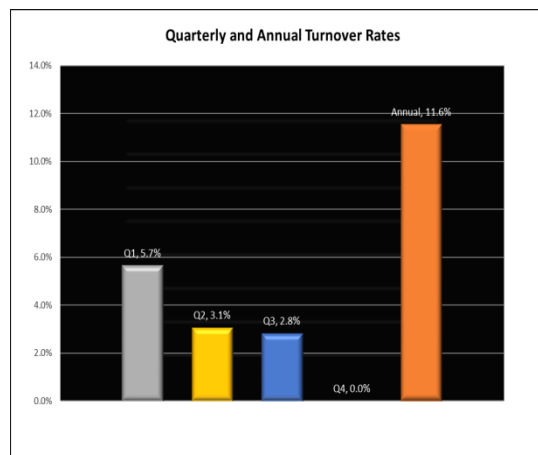
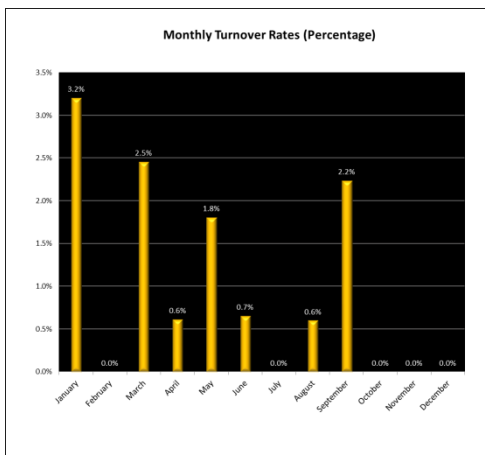
- Attended weekly Leadership Team meetings.
- Attended Work Sessions.

- Attended Regular Council meetings.
- Attended Regular Meetings with Mayor Coleman and City Manager.
- One-on-one with Councilor Hensley.
- Attended Shure Microphone training for upgraded AV system in Chambers.
- Attend open enrollment meeting.
- Conference call with IT and KSPK for radio live stream discussion.
- Attended Executive Session for evaluation.

HUMAN RESOURCES MONTHLY REPORT

September 2021

City of Alamosa Turnover Rate					
Full-Time & Part-Time Year Round Employment					
Month	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)	Quarterly Turnover Rates	Annual Turnover Rate
January	5	156	3.2%	5.7%	
February	0	161	0.0%		
March	4	163	2.5%		
April	1	163	0.6%	3.1%	
May	3	166	1.8%		
June	1	153	0.7%		
July	0	159	0.0%	2.8%	
August	1	167	0.6%		
September	4	179	2.2%		
October	0	1	0.0%	0.0%	
November	0	1	0.0%		
December	0	1	0.0%	0.0%	11.6%



Workers Compensation:

New filings: 0



Alamosa Police Department

September 2021 Month End Report

Part 1 Crime Category	Jul-21	Aug-21	Sep-21	Sep-20	Raw # Change	Year to Date
Part 1 Violent Crimes						
Homicide	0	1	0	0	0	1
Sexual Assaults	1	2	2	4	-2	16
Robbery	1	0	1	2	-1	9
Aggravated Assault	2	4	4	2	2	29
Total Violent Crimes	4	7	7	8	-1	55
Part 1 Property Crimes						
Burglary	11	5	6	6	0	80
Larceny	42	35	47	46	1	340
Vehicle Theft	2	4	4	6	-2	21
Total Property Crimes	55	44	57	58	-1	441
Total Part 1 Crimes	59	51	64	66	-2	496
Miscellaneous Offenses						
Domestic Violence	15	3	10	12	-2	73
Simple Assault	9	8	6	8	-2	64
Drug Related	11	8	7	13	-6	99
Liquor Laws	0	1	0	2	-2	3
Harassment	11	4	4	5	-1	64
DUI/DWAI/DUID	3	8	4	4	0	42
Arson	2	0	1	1	0	13
Traffic Related					0	
Traffic Accidents	34	38	37	22	15	296
Fatal	0	0	0	0	0	0
Injury	1	8	3	2	1	34
Property Damage	33	30	34	20	14	262
Community Service Ofc						
Dogs picked up	12	5	16	18	-2	113
Animal Bites	2	0	1	3	-2	11
Barking Dog Complaints	1	0	2	0	2	4
Wildlife Calls	4	2	6	15	-9	21
Weed/Trash Removal	57	9	6	1	5	142
Snow Removal	0	0	0	0	0	9
Towed Vehicles	1	2	0	1	-1	11
Red Tagged Vehicles	5	8	2	0	2	43
Summons Issued	1	8	8	9	-1	157
Calls for Service	224	232	212	208	4	2134

Submitted by: Ken Anderson, Chief of Police



Parks and Recreation/Library

CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

PARKS/CEMETERY

- **Cemetery Activities**

	<u>September</u>	<u>Total 2021</u>	<u>Total 2020</u>
Graves opened & closed	12	53	43
Graves set up services	12	53	43
Graves raised to grade	9	98	27
Cemetery spaces sold	6	72	85
Stones leveled	5	40	35
Columbarium Niches sold	0	0	0
Disinterment	0	0	0

- **Tree Related Activities**

	<u>September</u>	<u>Total 2021</u>	<u>Total 2020</u>
Trees Pruned/Trimmed	54	283	536
Trees Planted	0	33	35
Dead Trees Removed	0	22	18
Trees Moved	0	0	0

Equipment Serviced:

- Backhoe
- Hustler mower
- Walker mower
- John Deere mower
- Trimmer service
- Paint sprayer service and clean up
- John Deere Tractor service

Routine Work:

- Cemetery computer work
- Funeral setups and the digging of graves
- Playground inspections
- Daily trash runs and the sanitizing of bathrooms
- Cleaning of work trucks
- River dike checks
- Inventory of parks and cemetery needs
- Fix broken sprinklers in parks
- Fix broken sprinklers in cemetery

- Fix broken split rail at Carroll, Cole, and 6th street
- Took out split rail at Montana Azul
- Haul poly carts for Early Iron
- Trash pick-up for Early Iron
- Set up stages and fencing for Early Iron
- Get park ready for fest
- Blow off tennis courts
- Blow off playground tiles
- Park clean up
- Drag and line ballfields for games
- Paint soccer fields for games
- Water and upkeep on flower beds
- Service mowers
- Mow parks
- Mow small areas and trim
- Mow Montana Azul
- Mow weeds around ponds at Montana Azul
- Clean up at fairgrounds for Demo Derby
- Ready Fairgrounds for Rodeo
- Ready Sunset for Octoberfest
- Tent set up and take down
- Stage for Society hall
- Stage for Ice Rink
- Stage for Stephanie Miner
- Stage for ASU Race of the Century
- Pick up new tractor
- Set tables at Montana Azul
- Set trash can Montana Azul
- Hand trench 500 feet drip line Southside Montana Azul and punch emitters for drip to trees
- Hand trench 600 feet drip line Northside Montana Azul and punch emitters for drip to plants
- Hand set 13.5 tons fractured rock on berm
- Set 3 tons river rock around plantings
- Spread 18 tons crusher fines Montana Azul
- Set Vacuum breaker box Montana Azul

Alamosa Family Recreation Center

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

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

HOURS:

Mon-Thu: 6AM-8PM

Fri: 6AM-6PM

Sat: 7AM-3PM

Sun: CLOSED

Mask-wearing is currently encouraged but not required.

Hours will change November 1st, 2021

Mon-Thu: 6AM-9PM

Fri: 6AM-6PM

Sat: 7AM-4PM

Sun: 12PM-4PM

Special Note

Thank you to Parks employee Dennis DeHerrera who retired last week after 20 years of service to our community! Dennis was a reliable and hard-working employee who will be missed. Thank you Dennis!

In-Person Fitness Classes

Taekwondo

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

Lunchtime PowerHour w/Tammy

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

Evening Cycling

Join us Tue & Thu evenings @ 5:30 PM for an action-packed aerobic workout. (Class is now held in the Cardio Room, with the advancement of 10 NEW SPIN BIKES!)

Pickleball

All ages and abilities are welcome to join this participant-led Pickleball program on Tuesday and Friday mornings, 7:00-11:00 AM. (Currently held at Boyd Park, they will move indoors once weather changes)

Classes are free with AFRC membership or pay a drop-in fee per class. Stay tuned as we finalize details for the return of other fitness classes.

Online Fitness Classes

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

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

Lockers at the Recreation Center

We recently had Locker Clean outs. Everyone will need to re-register a locker at our Front Desk if you had one previously. This will then have our Locker Registry up to date as of 9/22/2021. If you have any questions please contact Krystina George, Office Supervisor, @ 719-589-2105 or kgeorge@ci.alamosa.co.us.

Upcoming AFRC Holiday Closures

Thursday, November 11th: Veterans Day

Thursday & Friday, November 25th & 26th: Thanksgiving day/Thanksgiving day after

Multi-Use Pavilion/Ice Rink

Multiuse Pavilion will be **CLOSED for the month of October for seasonal cleaning and preparation for Ice Season!**

**Ice Season opening night will be October 31st, 2021 from 4pm-8pm.
(Halloween Night)**

Youth Leagues/Programs

Youth Ice-Hockey

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

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

Coaches Meeting: November 29th, 7:00 PM, at the ice rink

Player Equipment Fitting: All Divisions November 29th, @ 5:30pm-7:30pm

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

Mile High Mites

Sessions: [View Flyer](#) | [Click here for more information and to register with Learn to Play](#)

Adult Leagues/Programs

Adult Basketball - Men's and Women's

Team Registration: September 1st - October 18th

Team Fee | Mens's: \$325 | Women's: \$200

Player Fee: \$30 | Player Registration: opens September 1st

Captains Meeting: August 31st, 2021 @ 6pm | [Click here for more information and to register online](#)

Alamosa Parks & Recreation is Hiring!!

Sports Officials | Scorekeepers

Recreation Center/Rink Cashiers | Seasonal Ice Rink Cashier

Ice Rink Monitors

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

Outdoor Recreation

Weekends on the Rio activity passports are due to the Alamosa Family Recreation Center by Friday Oct. 29th to be entered in to win prizes!

Fall Hiking Series ([Register here](#)):

Oct. 8th - Riparian Park (Alamosa), 1.5-mile hike

Oct. 16th - Deadman's Loop (Del Norte/Monte Vista), 5-mile hike

Oct. 23rd - Blue Sky Loop Penitente Canyon (Del Norte) 3.1-mile hike

*Registration includes transportation to trails, bagged lunch, and guided hike!

Youth Climbing Classes ([Register here](#)):

Cost: \$15 for (4) 50 min. sessions

Saturdays: Oct. 30th-Nov 20th

Ages 3-4 9am | Ages 5-6 10am

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

Upcoming Community Events

October 9,16: Alamosa Farmers Market, www.alamosafarmersmarket.org

October 16-17: Loco's SoCo Disc Golf Tournament, discgolfscene.com

TBA:

December: Alamosa Celebration of Lights

December: Christmas Light Parade

2022

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

SAFE & HAPPY RECREATING!

Alamosa Parks & Recreation - Alamosa Family Recreation Center
 2222 Old Sanford Rd. Alamosa, CO 81101 - 719.589.2105
www.AlamosaRec.org - [City of Alamosa Activities](#) on Facebook

[- Subscribe/Unsubscribe here -](#)

Rec Center Revenue

Year to date	2020	2021
Courses	\$2,869.50	\$60,953.50
Facility Rentals	\$2,600.00	\$16,570.25
Membership	\$23,910.05	\$21,040.96
Merchandise	\$71,890.10	\$96,740.34
Security deposit	(\$105.00)	\$0
Total	\$120,352.65	\$194,334.80

Rec Center Door Count

<u>2021</u>		<u>2020</u>	
January	3,661	January	20,162
February	5,516	February	24,380
March	9,526	March	14,251
April	9,748	April	0
May	7,730	May	0
June	9,473	June	0
July	8,408	July	0
August	10,673	August	94
September	12,206	September	296
October	0	October	1897
November	0	November	0
December	0	December	0
Average per Month:	8,549	Average per Month:	5,090

Multi-Use Rink Door Count

2021

January	12,433
February	11,971
March	9,733
April	NA
May	3,405
June	2,125
July	3,517
August	5,349
September	4,360
October	0
November	0
December	0

Average per Month: 6,611

2020

January	22,717
February	11,102
March	6,387
April	0
May	0
June	0
July	0
August	0
September	0
October	53
November	NA
December	NA

Average per Month: 3,354

Cattails Golf Course September 2021 Report

Cattails Updates

We are winding down for the season. Our hard close date is December 1st but we usually get snow sooner. The course is in phenomenal shape. I have two seasonals finishing up their last two weeks and then Challis will finish up on October 31st. I will then work at the pro shop alone for the rest of November.

We have a few small golf outings/tournaments in October. Other than these we are done with events for the season. We have done a good job balancing tournaments and open play. We exceeded our budget by \$13,000 at this point for tournaments and we still are up over \$35,000 in green fees. Many times, when one of those categories increases the other decreases because you are taking one from the other but we stayed very balanced so both can grow this season.

Year To Date as of 10/4/2021 Revenue

	<u>Fiscal</u>	<u>Budget</u>
Golf Passes	\$23,680	\$16,000

Golf Tournament Revenue	\$38,725	\$25,000
Golf Memberships	\$174,484	\$150,000
Golf Green Fees	\$131,422.50	\$95,000
Golf Cart Fees	\$76,859.69	\$51,000
Golf Merchandise Sales	\$103,006.25	\$50,000
Golf Range Fees	\$15,948.78	\$8,000
Golf Facility Rental	\$3,230.32	\$5,000
Golf Food Sales	\$129.04	\$2,000
Golf Liquor/Beverage Sales	\$937.65	\$15,000
Golf Cart Shed Rental	\$35,750	\$49,000
Golf Handicap Fees	\$990	\$400
Golf Miscellaneous	\$10,639.50	\$15,000
Total	\$615,802.73	\$481,700

Year to Date as of 10/8/2021 Expenses

	<u>Fiscal</u>	<u>Budget</u>
Full Time Salaries Clubhouse	\$45,456.80	\$72,624
Part Time Salaries Clubhouse	\$37,819.76	\$20,590
Full Time Salaries Grounds	\$78,264.19	\$104,550
Part Time Salaries Grounds	\$64,923.07	\$81,757
Full Time Overtime	\$1,880.54	\$3,000
PERA/ICMA	\$31,136.70	\$39,930
Medicare	\$3,200.12	\$4,080
Workmans Comp	\$2,073.27	\$4,940
Medical/Dental	\$25,146.82	\$38,380
Life Insurance	\$0	\$670
Unemployment Insurance	\$662.02	\$840
General Office Supplies	\$131.82	\$250
Outside Printing	\$0	\$1,500
Gas & Oil	\$9,197.70	\$10,000
Building Maint Supplies	\$954.42	\$1,000
Misc. Supplies	\$259.09	\$500
Golf Course Maintenance	\$7,205.25	\$12,500
Training & Travel	\$58.22	\$2,500
Membership, Dues, Handicap	\$6,890	\$12,000
Licenses and Fees	\$0	\$3,500
Advertising	\$4,418	\$3,000
Telephone	\$2,838.77	4,000
Electrical/Gas Service	\$34,550.67	\$30,000

Propane	\$0	\$1,000
Equipment/Machinery Lease	\$12,013.16	26,322
BLDG Maint/Security	\$3,318.02	\$5,000
POS System/Credit Card Fees	\$10,830.52	\$16,000
Sand/Seed/Fertilizer	\$12,624.23	\$13,000
Uniform Allowance	\$481	\$1,000
Television	\$0	\$1,000
Equipment Repair/Maintenance	\$7,130.40	\$12,000
Debt Service Golf Course	\$208,737.65	\$208,787.65
Food Purchases	\$0	\$2,000
Liquor/Beverage Purchases	\$670.56	\$10,000
Merchandise Pro Shop	\$72,472.22	\$40,000
Tournament Expenses	\$22,951.61	\$23,000
Transfer Out	\$11,600	\$11,600
Machinery and Equipment	\$13,681	\$14,000
Total	\$733,577.60	\$836,770.65

Current Maintenance Work

We are currently demoing an Air2G2 aerating unit. We have treated all of our 21 greens in under 3 days. We never had to close down a 9 or discount fees during the aeration process. Normally we close down the 9 we are working on and discount rates for the damage to the greens. Most of our players didn't even know we aerated that week.

We have had a few breaks on the irrigation system on the back 9. Our crew has been working on getting them fixed before we blow out the system.

Leaves are beginning to fall. Leaf removal is one of our top priorities this time of year and is very time consuming.

All our greens have been fertilized for the last time. We will watch the weather to make sure we get fungicide down before the first snow comes.

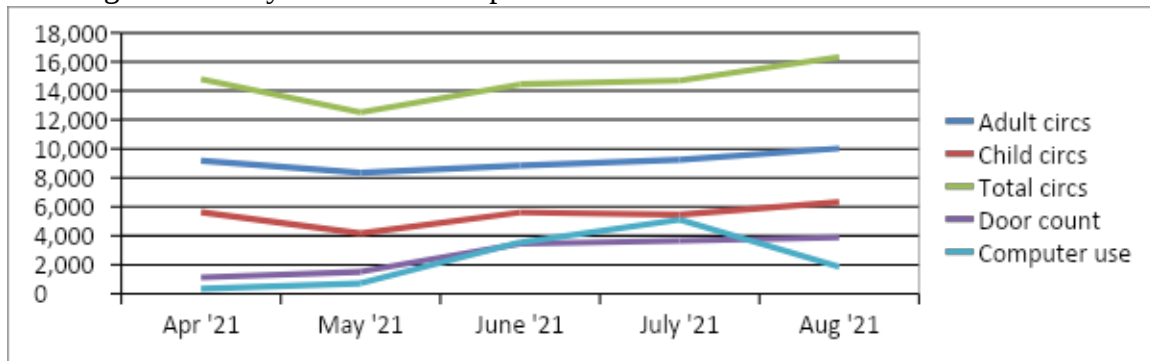
Library Manager Report – September 2021

Library Stats

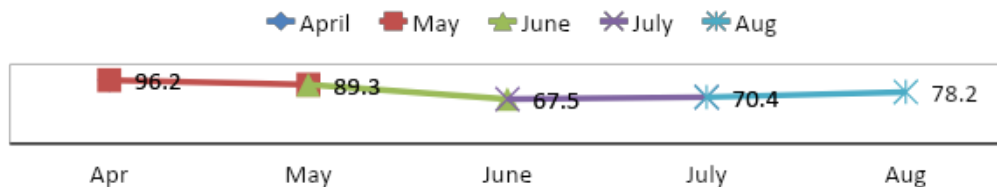
Website Counter					
	September	August	July	June	May
Page views	1,773	1,853	2,123	2,513	2,085
Sessions	879	973	960	1,179	932
1 st Time Visitors	543	606	553	600	571
Returning Visitors	72	83	96	95	67

MONTHLY	STATISTICS SUMMARY				
	September	August	July	June	May
Adult Circs	9,227	10,015	9,249	8,840	8,346
Child Circs	5,029	6,321	5,458	5,605	4,159
Total Circs	14,256	16,336	14,707	14,445	12,505
Hours Open	205	209	209	214	140
Circs per hour	69.5	78.2	70.4	67.5	89.3
CLC Circs	1,535	1,590	1,281	1,364	1,244
Door Count	3,561	3,873	3,645	3,453	1,516
Computer Use	1,036 (WIFI 247)	1,854 (WIFI n/a)	5,109(WIFI n/a)	3,538 (+62 WIFI)	675 (+41 WIFI)
Cloud Library	270	265	261	234	249
Overdrive	321	283	363	352	397

+ WIFI usage voucher system enabled Sept. 2021



Average Hourly Circulation



Collection Development:

September: Staff added new materials to the library collection: 130 books (adult/ children), 59 magazines, 29 audiobooks, 15 DVDs and 0 Kits. This process includes purchasing, cataloging, and material processing. 116 books and 53 magazines were discarded.

Staff announcements.

September:

Volunteers: Patty Campbell volunteered for 12 hrs. Leroy Espinoza helped Melissa for 7.5 hrs.

GRANTS:

ARPA: American Rescue Plan 2021-2022:

LSTA American Rescue Plan Act (ARPA) Grant funding (Public Law 117-2; 20 U.S.C. §9101 et seq.) is provided by the Institute of Museum and Library Services through the Colorado State Library to help communities respond directly and immediately to the pandemic, as well as to related economic and community needs through equitable approaches in digital inclusion and library services.

We have received our award letter for \$6,000
The grant period is July 1, 2021 to October 31, 2022.

CSL (Colorado State Library) State Library Grant 2021-2022:

The Colorado State Library (CSL) administers the State Grants to Libraries which are distributed to all eligible libraries on a yearly basis to fund library materials. This grant's purpose is to purchase education resources such as: books, periodicals, or any other form of print media; audio/visual materials; and electronic information resources. "Electronic information resources" is further defined as "material of an educational or informational nature that may only be accessed by computer or electronic terminal". No computers or internet access may be purchased with this grant. No staff may be hired with this grant.

Projected funding allocation lists \$5,500 for our library.
We are waiting for our award letter.
The grant period for this State Library Grant is July 1, 2021 - July 29, 2022.
Reporting is due July 29, 2022.

CSL CARES ACT Grant 2020-2021:

Our grant report has been submitted.

New Library website: Angie Nixon is setting up our new site. Then we will meet with her to learn how to edit it.

Community KITS:

We have 61 Community Interest Kits available for checkout.

August checkouts: Total of 15 checkouts – Kits with checkouts *

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

Community Involvement

- Our old Self checkout computer was replaced using funds from our Friends of the Library. The new computer is connected to the KOHA (AspenCat) self checkout system so we have no outside maintenance fees.

- **Free Online Databases**

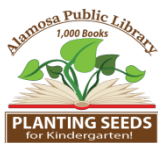
These are accessed through our Library's online resource webpage. Temporary library cards can be obtained in order to access these resources if some is unable to come to the library to apply for a regular library card.

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

- **StoryWalk®**



Members of the Kiwanis Club of Alamosa gathered at the library to prepare the book pages for their installation scheduled for October 23, 2021.



- **September**

We have 161 children signed up for our Planting Seeds, (1,000 books), program. In this program, as each child reads 100 books, they receive 1 free book. We have given out 52 book prizes so far this year, which means 5200 books were read. At completion, each child receives a free T-Shirt with the Planting Seeds logo on it. 24 children/parents have completed the program.



Growing Readers Together

September: Family, Friends and Neighbors (FFN) program - 27 caregivers are signed up and all received Early Literacy Kits containing EL books, music, toys. We have 9 Spanish Literacy Kits in the community. No contact or changes made at this time.



September

Sunscreen & Storytime

The return of in-person Storytime and Kid's Club has been well-received. Storytimes are Tuesday and Fridays at 10:00 a.m. Kid's Club is Friday 1:30 pm.

Alamosa Public Library YouTube Channel

Total # of new views from Sept. 1 – Sept. 30 of all 45 available STO videos: 79,656 !!!

Total # of views since inception of Storytime Online: 87,036

Total # of subscribers to our Alamosa Public Library Channel: 279, adding 198 in Sept.

<https://www.youtube.com/channel/UCroCfnSYcrl3rNFU-94rQWA>

See the Youth Services report for all activities



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

August Stewardship for LFL at:

Alamosa Community Greenhouse (Jan Oen) – 0 book

Alamosa Family Recreation Center (2 LFLs) (Optimists) – 10

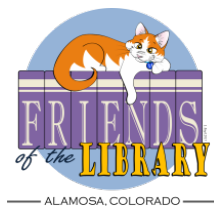
Boyd Park (Kris Steinberg & Friends of the Library) – 40 books

Cole Park (Library staff) - added 30 books

Food Bank (Woman's Citizenship Club) - added 40 books

Friends of the Library Book Bike – FOL; 0 books at the Farmer's Market & Sundays at 6

Friends Park (near Boys & Girls Club) – (Allyn Lewis) – 50 books
Housing Authority (5 LFLs) - no news
La Puente (Friends of the Library) - 40 books
Mosca Pit Stop (Cindy New) - 0 books
Paulson Park - Mosca - (Food Hub) – 0 books
Rio Grande Farm Park (2 LFLs) (Salai & Local Food Coalition) - added 15 books
Senior Center (KREBS Foundation) - 0 books
Sunrise Park - New LFL partner - Alamosa County – Tawney Becker- 20 books
Sunset Park - New LFL partner - Alamosa County – Tawney Becker - 10 books
Taggart Residence (Del Norte) - (John Taggart) no news
Zapata Park (Don Thompson) – 20 books



Friends of the Alamosa Public Library

- The book sale proceeds for September 2021: \$1,238.50
- Membership of Friends of the Library: 48 members
- September Book Nook proceeds: will report in October
- Narrow Gauge book store COOP – will report in October, our treasurer is out of town.
- Wild Roses - will report in October
- “Messages from the Hidden Lake” – the 13th edition is in progress
- Friends’ meeting was September 21, 2021. Next scheduled meeting is October 19, 2021.

2019-2021 Alamosa Public Library - Record Highs

Most checkouts and renewals in a single month:

21,433 (Mar ‘21) (Feb ‘20 – 16,846)

Most checkouts and renewals in a single year:

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

Highest adult circulation in a single month:

14,834 (Mar ‘21) (Feb’20 – 12,032)

Highest adult circulation in a single year:

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

Highest children’s circulation in a single month:

6,599 (Mar ‘21) (Jan ’20 – 5,091)

Highest children’s circulation in a single year:

49,170 (2020) (2019 – 39,998)

Most patron visits in a single month:

6,767 (May '19) (Apr '19 – 6,679)

Most patron visits in a single year:

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

Most PC users in a single month:

2,956 (May '19) (July '19 – 2,937)

Most PC users in a single year:

28,639 (2019) (2020 – 4,665)

Highest Interlibrary Loan circs in a single month:

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

Highest Interlibrary Loan circs in a single year:

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

Highest CLC circulation in a single month:

2,117 (July '19) (Jan '19 – 1,975)

Highest CLC circulation in a single year:

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

Single Day Records:

Most checkouts/renewals:

1,008 (2/18/20) (3/2/20 – 956)

Most patron visits:

469 (6/5/19) (6/26/19 – 397)

Most PC users:

157 (95/31/19) (5/21/19 – 144)

Subject/Title:

Approve City Manager Employment Agreement

Recommended Action:

Approve the professional employment agreement with Heather Brooks.

Background:

City Council has evaluated the performance of Heather Brooks and decided to continue the employment agreement. The employment agreement has been updated to reflect the pay plan adjustment increase (4%) to be effective January 1, 2022 and current dates.

Issue Before the Council:

Does Council wish to renew the employment agreement with Heather Brooks?

Alternatives:

- Council can approve the agreement.
- Council can approve the agreement with changes.
- Council can decide to not approve the agreement and provide further direction to staff.

Fiscal Impact:

The 4% increase is included in the 2022 budget.

Legal Opinion:

The City Attorney will be present for any comments.

Conclusion:

City Council conducted the annual evaluation of the City Manager and determined that continuing employment was appropriate.