



DEPARTMENT UPDATES

DEPARTMENT	PRESENTED BY	DATE
Administration	Christy Doon - City Administrator	September 17, 2024

Administration and Human Resources

- The City Administrator attended the Chaffee County Economic Development Council meeting on October 2. CCEDC is beginning their search for a new Executive Director.
- The City received the final \$75,000 allocation from the Boettcher Foundation for the predevelopment work associated with the Space to Create Workforce Housing Project at 1st and D Streets. The City has received a total of \$250,000 from the Boettcher Foundation.
- Staff continue to finalize the IGA with the Chaffee Housing Authority. Per the Council's direction, the delegate option is included.
- CIRSA completed their on-site audit and inventory on September 19th. The City of Salida has \$470.00 in Loss Control Audit credits on the PC Contribution Quotation by ensuring all training and safety protocols are properly documented.

Arts and Culture

- **SteamPlant** – As the “busy season” begins to wind down and prior to fall/winter weather, Arts & Culture and Facilities staff assessing facility maintenance needs, such as roof issues and exterior marquee sign. Roof is being addressed immediately, while marquee is decommissioned (lighting and letter “rails” are no longer operational) until budget approvals can provide options to upgrade/replace.
- **Events and Engagement** – Month of September registered the highest number of total events and groups using the venues year-to-date – 78 total events (3,712 attendees), 43 groups, 29 free events (978 attendees). Both SteamPlant Theater and Scout Hut used as venues for groups to experience workshops and live theater as part of the Salida Theater Festival. Planning for the upcoming Salida Art Walk (October 10-13) is ongoing with weekend-long schedule of events and programs. New programs added to the annual event strengthening the idea of “art walk,” includes F Street closure to accommodate artists and businesses to expand their footprints and a “people-powered” Parade of Arts which will culminate in celebration in Riverside Park.
- **Public Art** – Public Art Sculpture “Early Morning Walk” is slated to get installed in October pending local concrete vendors availability. Initial public relations plan being finalized once schedule is confirmed.

City Clerk

- Processed 4 CORA requests. We have processed 68 CORA requests so far in 2024.
- Processed several amplified sound permits for a total of 174 permits issued this year.
- Processing one new liquor licenses, two liquor license transfers, and several Liquor License renewals.
- Processing a transfer of ownership for 1 retail marijuana business and processing one Marijuana license renewal.
- The October Municipal Court has 62 cases.
- Attended the Special Event committee meeting to review the upcoming October and November special events.
- I will be attending the Colorado Municipal Clerks Association (CMCA) conference in Ft. Collins the week of October 22nd

Community Development

- **Building Permits:** Building permits continue to be slightly slower relative to recent years—very likely related to existing higher interest rates but also expectations of interest rates falling in the near future—which has us gearing up for an influx towards the end of the year/beginning of next. Thus far through 10/9/24, we have seen



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107 total building permits, including 152 new residential units. At this time in 2023, we had seen 202 total building permits, inc. 132 new residential units. In 2022, we had seen 155 total building permits, inc. 100 new residential units. In 2021, we had seen 202 total building permits, inc. 152 new residential units.

- **1st and D Apartments Project:** Artspace has chosen MW Golden, out of Castle Rock, to be the general contractor on the project. MWG will assist with final designs, coordinate cost estimating, and eventually commence construction (estimated early 2025). MWG is currently finalizing a relatively similar affordable workforce housing project (22 rental units) in Frisco called Granite Park.
- **CHFA Landbanking Grant:** Negotiations continue with property owners to help acquire land on the east side of town for future lower-income senior living apartments and an adjacent public park using \$750K from Prop 123 and CHFA. Additional funds for the acquisition will come from the housing fund and potentially open space fees. Council will hopefully see contracts on the property in the coming weeks.
- **APA Colorado 2024 Conference:** Bill and Kristen attended the conference held Oct. 2-4 in Loveland. Bill also presented a very-well attended session on the South Ark Neighborhood Master Plan process, along with the consultants from Studio Seed, as an example of a large project with a multitude of interests and the sausage-making of consensus and concessions.
- **Planning Commission Vacancies:** Ads for the 2 Planning Commission vacancies have been inserted into the paper, advertised on social media, and posted on flyers around town. The extended announcement closed on October 7th and it is expected that interviews will happen sometime in late October with recommendations brought to Council in early November.
- **New Year's Eve Downtown Celebration:** Plans are in the works for a fun downtown New Year's Eve event with a Salida-style "ball drop" this year. Details forthcoming, but we will be encouraging downtown businesses to remain open late that night and perhaps to even host events that will complement the countdown and help ring in the New Year right.

Finance

- Staff and UMB have completed a great financial management tool that will help keep the long term in focus for decision making purposes. Council will review the Financial Management Plan (FMP) at their October 14 work session meeting
- Work on a water and wastewater rate study guided by Ehlers, Inc. is coming to completion and will be brought to council at their November 4 work session
- Typically, a budget amendment is needed by year end to allow for final spending approval on any spending changes made during the year. If one is necessary, council will consider approval at their November 12 regular meeting, amendments require notice and a public hearing.



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Finance Office - Key Operating Metrics - 2024									
	January	February	March	April	May	June	July	August	September
Number of front desk customers served	264	212	167	212	214	154	255	241	209
Number of invoices paid	364	328	338	443	353	353	472	402	387
Number of utility bills processed	4,261	4,263	4,268	4,270	4,292	4,298	4,315	4,328	4,330
Number of online utility payments received	2,704	2,725	2,778	2,746	2,769	2,805	2,780	2,855	2,823
Number of delinquent utility accounts processed	325	383	397	294	371	374	334	375	330
Number of journal entries prepared	90	75	87	59	59	47	46	55	36
Number of payroll checks processed	456	341	321	478	314	317	387	329	313
Number of utility service orders processed	183	94	95	85	78	48	94	64	78
Number of new construction utility accounts set up	22	21	10	7	5	5	4	12	6
Number of Accounts Receivable billings	39	36	50	54	51	43	48	36	43

Fire

- Fire Department Staffing Update**-Fire Department staffing continues to be a focus for improvement. This year, we've seen two firefighters leave for higher-paying positions, which highlights the ongoing challenge of firefighter retention. To address this, we will soon be conducting interviews for a full-time firefighter position. Additionally, Chief Jonke has implemented changes to the Reserve Firefighter Program aimed at building a stronger pipeline of talent and preparing the next generation of firefighters. This fall, the department is also managing staffing with three firefighters out on injury, further emphasizing the importance of maintaining a robust and well-supported team.
- Driver Operator Training**-All of our firefighters recently completed driver operator training and are working toward certification through the Colorado Division of Fire Prevention and Control. This training ensures we provide the safest and most skilled drivers to serve our community. Half of the training costs were covered through a grant, allowing us to enhance our team's abilities while being fiscally responsible. We are committed to maintaining the highest standards for safe and effective emergency response.



- New Salida Firehouse Update**-Firefighters are extremely grateful for the progress being made on the new firehouse, which will serve as a vital hub for fire safety in our community. Construction is on track, with much of the focus now on finalizing interior details. One of the last major tasks will be pouring the apparatus bay floor, which is scheduled to go last to prevent any potential damage during construction.

In addition to serving as our operational base, the new firehouse will offer training capabilities we haven't had in



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the past, further enhancing our ability to develop our skills and improve fire safety across Salida. We look forward to moving into this state-of-the-art facility, which will strengthen our service to the community.



- **Collaboration and Mitigation Efforts**-The Salida Fire Department is embracing collaboration to address the city's wildfire mitigation needs. We are working closely with Colorado Firecamp, the only school in the United States that exclusively trains wildfire firefighters. Through this partnership, we will be trading housing for Firecamp crews during the first four months of 2025. In return, these crews will be actively mitigating city property, a critical step toward reducing wildfire risk.

This initiative is made possible through our strong relationship with the South Arkansas Fire Protection District, who is also pursuing a grant to support a significant mitigation push in the neighborhoods surrounding Salida. Wildfire has been identified as the most significant risk to Chaffee County, and these efforts will greatly enhance our community's preparedness and resilience.

- **Wildfire Deployments and Local Fire Risk**-Crews from the South Arkansas Fire Protection District have been actively deployed throughout the summer, rotating in and out to assist with wildfires in several different states. These wildfire efforts are part of a nationally coordinated response, and we are proud to contribute to protecting communities across the country, including helping in states effected by the hurricanes.

Closer to home, we are entering the fall dry-up, which significantly increases the risk of wildfires in our own backyard. The dry conditions make fire behavior more extreme, and we strongly advise everyone to exercise extreme caution during this time. Protecting our community starts with awareness and prevention.

Parks and Recreation

- **Parks**
 - Bike skills park work complete for now- Officially open once we have fencing and signs. Hopefully end of the month
 - Blowing out all irrigation
 - Centennial bathroom closed for winter
 - Splash pad closed for winter
 - Leaking roof repaired at Steam Plant, more work recommended to prolong the useful life of the remainder of the facility.
 - Replacement of furnace and an addition of mini split system were approved for the Scout Hut.
- **Aquatics**



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- We have been working on shutdown projects. The floors throughout the facility have been power washed and scrubbed. Sanding and painting; sorting pool toys and exercise equipment; replacing shower heads and shower curtains; cleaning office spaces, etc.
- Group Swim lessons for kids opened on Tuesday and Friday and all spots are full. There are still spots available for adult swimming lessons.
- Floating Pumpkin Patch will be held on October 25 from 5pm-8pm.
- Working on getting all pool/parks staff certified in CPR/AED

• Recreation

- Adult Kickball just finished. We had 65 participants and 5 teams.
- Basketball Registration is open, and will close December 15th. 75 participants are already signed up. Practices start January 6. Games are every Sunday Jan 26– March 2. Participants are grades k – 6. K Costs \$70/participant, and 1-6 cost \$80 for the whole season.
- Youth skateboard competition (Salida Skateboard Jam) happening in centennial park on October 12. All ages.
- Youth football has 63 participants ages k – 6. k-2, and 3-4 are Flag Football, and 5-6 is Tackle football. Tackle football will be over on October 25.
- Heart of the Rockies Halloween will be on Halloween October 31, from 4:30 – 8:00 PM in Alpine Park. Food trucks, 2 bounce houses, free Childrens games booths.
- 10k-a-day walking challenge starts November 4, and ends Dec 1.
- Field trip Friday will be back starting October 18 and continuing every Friday, (except November 1) through November 22.
- Registration for Youth Wrestling, Adult Dodgeball, and women's volleyball leagues will be opening soon. They all start after the beginning of February and more info will be coming.
- Ryan and Chris will be going to the CPRP training in mid Novemeber.
- The new year's day 5k will be happening again on January 1st. Registration will be \$15 with an optional shirt purchase.

• Facilities

- New buildings supervisor onboarding started on Oct.2nd
- CIRSA – Site Survey completed, and we are working on responses and solutions to their recommendations.
- Pricing out new furnace for the Public Works/Parks shop.
- Internet and Automated lock installed at Chisholm.
- In the middle of our Fall Shutdown at the Aquatic Center

• Events

- Salida Art Walk
 - Date(s): 10/11 - 10/13
 - Time: all weekend
 - Location: F St & Riverside Park
 - F St will be closed from 2nd St to Sackett Ave, per the Council's direction at the 9/17 meeting
- Single Speed USA
 - Date(s): 10/11 - 10/13
 - Time: all weekend
 - Location: camping at Independent Whitewater, social ride on S Mountain, Monarch Spur, Methodist Mtn
- Farmers Market
 - Date(s): 10/12 (& all Saturdays in October)



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- Time: 8am – Noon
- Location: Alpine Park
- Riverside Ramble
 - Date(s): 10/12
 - Time: 10am – 1pm
 - Location: starting at Monarch Spur on the corner of G Street, up Sackett sidewalks, on the river path after party at the Office Bar
- Salida Skateboard Jam
 - Date(s): 10/12
 - Time: 11am – 5pm
 - Location: Centennial Park Skatepark
- Thriller Zombies Dance Practice
 - Date(s): October 15, 17, 22, 24, 29
 - Time: 5 - 6pm
 - Location: Alpine Park Basketball Courts
- Rainbow Relay
 - Date(s): 10/19
 - Time: 2 - 4pm
 - Location: F St lot and along the river
- Heart of the Rockies Halloween
 - Date(s): 10/31
 - Time: 4:30-8pm
 - Location: Alpine Park & F St.
- Event: Holiday Park
 - Date(s): start setting up 11/1, lights on 11/29 through the first week of January
 - Time: all day everyday
 - Location: Riverside Park

Police

- We had a Police Officer tear his bicep tendon and break his elbow during an arrest last week. The person they were arresting was fighting with them and that is when the injury occurred. He will be out at least 6 months while he is recovering from this. He will now be assisting with the accreditation work and handling all the walk in complaints moving forward.
- We also have another Officer that is scheduled for back surgery. He will be out at least 8 weeks. Due to both of these events, we will be light on staffing for the foreseeable future. I do have one in the Police Academy and two heading to the Academy in January. Staffing is a constant struggle, and we are doing our best to keep up with the demands of the public.
- We had 1,117 Calls for service in September which is an 11% increase over last September. We are still seeing a trend of increased calls. I am hopeful that we will start leveling out a bit or only see low single digit increases in 2025.
- We conducted a positive ticketing campaign at the Salida High School. Every student that came into the parking lot wearing a seatbelt was issued a positive citation. Those are redeemable at Brown Dog for a free small drink or scoop of ice cream.



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Public Works

- Planning and Construction
 - Streets
 - Oak Street – Final stages of curb and sidewalk work. Prep for paving the week of 10/14
 - SRTS CDOT Local Agency Project - Final engineering and CDOT clearances underway.
 - West SH-291 Improvements – Preliminary design submitted to CDOT (includes roundabout at Mesa Lane, sidewalk from Marvin Park to Mesa Lane, and bike lanes.
 - Utilities
 - Rate Study and related assistance for CIP projections
 - Attended Rocky Mountain Water and Environment Conference with staff
 - Other CIP Items
 - South Ark Neighborhood – Design parameter assistance and survey/Geotech underway
 - Get lifts and other fleet items ordered for setting up fleet division at the Multi-Use Facility
- Operations
 - Streets
 - Annual tree pruning project and removals underway.
 - Asphalt crack sealing project underway.
 - Assistance with downtown banners and other event planning / setup
 - Utilities
 - WTP staff building framework for asset management software for treatment plant
 - WWTP staff work on controls and programming upgrades for biosolids equipment
 - Field Utility staff focusing on line cleaning and inspection for fall (Poncha service area)



Figure 1 - Oak St. Curb



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Figure 2 - Oak Street Sidewalk



Figure 3 - Oak Street Prep for Paving