



## **AUGUST 2022 STAFF REPORTS**

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### **Police Department –**

- We had 811 calls for service in July.
  - We hosted another Coffee with a Cop event at Brown Dog Coffee.
  - Officer Tucker just completed 100 hours of SRO training and we are all set to resume an SRO position within the school district this school year.
  - Sarge and Officer Sigala took nearly two ounces of meth off the street last week with an approximately street value of \$5,000.00.
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### **Finance Department –**

- The 2023 requested budget has been drafted and reviewed with department heads by the Finance Office, City Administrator and City Treasurer. City Council will begin their review in September.
  - We welcomed Abby Melia to our staff! Abby is a degreed accountant and is doing a wonderful job learning the accounts payable and cashiering processes. Abby will fill in for Kristen Hussy during her maternity leave and take over Donna McLearn's duties when she retires in the next month or two.
  - Heather Wright has been doing an excellent job working with our payroll processing vendor, ADP, and City supervisors to implement a new electronic timekeeping process. A first attempt to go live was made by running the ADP process parallel to our usual, archaic excel spreadsheet method of tracking time. The bugs have been identified and the hope is we will have a successful run with the next payroll process..
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### **Community Development Department –**

- As of August 11, we've seen 120 total building permits, inc. a total of 57 new residential units. At the same time last year, we had reviewed 151 permits with 139 total new residential units (48 of them were the Salida Ridge LIHTC project). In 2020, we had reviewed 93 permits with 38 total new residential units.
- Interest rates have not resulted in a measurable slowdown in construction, and the sense is that planned projects will continue to move forward locally.
- Chaffee Housing Trust has officially submitted permits for the 6 affordable units to be located at 3rd and M Streets, previously owned by the City.
- Jane's Place Development Agreement and ground-breaking is anticipated soon (September-ish)
- Staff has been attending/presenting at several affordable housing-related meetings/symposiums to get the word out about the City's efforts and policies
- All 5 RVs out at the RV Resort are currently leased out, providing temporary housing to 5 different employed households in a variety of circumstances. The City and the Housing Authority are

currently discussing whether additional units are warranted based on demonstrated need and the capacity for managing the program.

- Salida Ridge Apartments (LIHTC project) are anticipated to open in September. There have been some fire suppression system and supply chain issues.
  - Staff is working on migrating more parcel information over to/into our GIS database to enhance our review processes, with the hope of eventually making more information available to the public via the City website.
  - The 2022 Chaffee County Housing Needs Analysis is complete and available on the Chaffee Housing Authority website (and soon on the City website).
  - We have been receiving some interest/inquiries around rental unit construction, which is obviously an enormous need.
  - We continue to see and/or hear from folks about annexation applications, in addition to those being discussed this evening.
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## **Parks and Recreation Department –**

- PROST Board has 3 openings: The Parks, Recreation, Open Space, Trails Board works with our P&R leadership team to guide us in best serving our community. Help us spread the word to community members who might like evaluating and prioritizing parks, trails, recreation, and open space projects in the community.
  - SHSAC Fall/Winter Hours start Tuesday, September 6: Monday-Thursday 6am-6pm, Friday 6am-8pm, Saturday 10:30-8pm, Sunday 10:30am-6pm
  - CPRA Conference October 5-7: During the SHSAC Fall shutdown (10/2-15) the P&R Leadership Team will attend the conference as an opportunity to continue education, explore resources and exhibits, and network with other Parks and Rec professionals
  - Pool Closure Special Projects: Boiler upgrade will be completed. The benefits of the replacement are consistent pool temps as the current boiler is undersized so hot water tries to heat the air, making it difficult to maintain pool temp.
  - Splash Pad update: Groundbreaking week of 8/22. Completion expected in November.
  - Rededication of Mack Witty Park: August 19 at 5pm
  - Scout Wave construction this fall: Reconfiguring to be more retentive
  - ADA Transition Plan: Discovery meetings with each city department are underway. ADA accommodations that are in place and liabilities are being inventoried on city property.
  - Budget and projects: priorities and budget finalization
  - OEDIT (Office of Economic Development & International Trading) Grant: working with Chaffee County Recreation Council and Town of BV for urban river corridor access improvements
  - Seasonal hiring and re-organization needs: Park partners are done this week, many staff across P&R going back to school, Dale Williams resigning.
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## **Public Works Department –**

- See Attached.
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## **Arts and Culture Department –**

- The exhibit from a collective of artists in a show called Salida Goes Surreal in celebration of National Surreal month debuted in the Paquette Gallery and an artists' reception was held during the monthly Creative Mixer, which was attended by (25) people.
  - The Summer Concert Series was in full swing during the month of July. There were four (4) free concert events (three in Riverside Park and one in the Theater) attended by a total of (830) attendees.
  - A couple of special musical concerts by touring artists were held during the month which included annual concert by Chris Collins and his Tribute to John Denver and Austin-based singer/songwriter Patrice Pike. The attendance for these events totaled (250).
  - TOTAL GUESTS Attending (36) Events/Meetings for May = 2,711
    - Number of free arts and culture events/no admission = 9
    - Number of attendees at free events = 1,080
    - Number of events paying rental fees = 25
    - Number of entities using the facilities = 29
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## **Fire Department –**

- Design work continues on the new Firehouse. Currently we have two standing meetings weekly with an occasional meeting as necessary. Should have 50% SD drawings early September.
  - All pre-survey forms have been submitted to ISO. We continue to provide data mainly for the fire district. Onsite visit should occur around mid-September.
  - The proposed budget for fire is complete and has been submitted to finance for review.
  - The 1911 Kissel was a big hit at the Angel of Shavano Car Show on August 6th.
  - The Fire Department received a "first responder" donation from Murdoch's in the amount of \$1214.09.
  - We continue to work with the school district on updating their Emergency Operations Plan. On August 5th, we were invited to lunch with the Salida schools to meet all the new personnel.
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## **Clerk's Office –**

- Special Events - Finalizing Special Events paperwork to hand over duties and train new employee at Arts and Culture.
- Court - August Docket has been completed.
- Short Term Rentals - Assisting the public with questions on how to apply for short term rentals, availability, and requirements. Continue to teach current license holders on how they can pay their Occupational Lodging Taxes online.
- Amplified Sound - Reviewed and processed 29 amplified sound permits in the month of July.
- Election – Continuing to work with the County for a Special (Coordinated Election).
- Liquor - Working on several liquor transfers. Meeting with several individuals interested in applying for new liquor licenses or transfers.
- Background Checks – Deputy trained and received the Colorado Bureau of Investigation, Colorado Crime Information Center Certificate. Clerk trained and received the National Criminal Justice Information Services Security Awareness Training, Level 3 Security Awareness Certification.
- FBI/CBI Audit – The state officially reached out to notify that the audit would begin on September 1. Reviewing their materials to confirm compliance.

- ADA – Clerk had first round of ADA Consultation..