



DECEMBER 2020 STAFF REPORTS

Police Department –

- We had 533 calls for service in November. That was a 49% increase over last November.
 - We have made several significant arrest related to several different theft cases in Salida.
 - We have been doing some work with the Chaffee County Drug Task Force and have made several drug distribution related arrests. We will be putting something in a press release as soon as we wrap up the case.
 - A few weeks ago, several of our Officers did an outstanding job talking with suicidal man who had a gun to his head for around 30 minutes. These type of calls are very high stress and can go south in a hurry. Our staff displayed determination and compassion the entire time. They convinced the man his life was still worth living even though he know he was going to the Department of Corrections for quite some time for what he did. When we get calls like this, the character of the people we hire and training we constantly do shines through.
 - Lastly, we are still doing Shop with a COP in 2020. We made a few COVID tweaks and got them approved by Chaffee County Public Health. We will have six fourth grade students from Salida and six fourth grade students from BV participating. I'm glad we were able to keep this tradition going for its 12th year! I think the kids can use some cheer with all that is going on.
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Finance Department –

- A draft of the budget document has been developed and is being tweaked. There are many more graphs and tables in this document which should greatly enhance the readability. It should be available for the public later this month or January at the latest.
 - Water and wastewater rate study has been completed and the proposed 2021 rate tables are up for council approval December 15.
 - The final 2020 budget amendment has been developed and will be considered by Council at their December 15 meeting. This amendment provides spending authority for the CARES act funding provided to the City.
 - We are on track for switching the City's banking services to Collegiate Banks.
 - We are working with our financial software vendor to increase ability to accept credit card payments for city fees. We are also taking advantage of no cost Tyler offered bill paying processes that will increase Accounts Payable efficiency (Tyler will process vendor payments remotely).
 - Staff continue to do an excellent job keeping up with the reconciliations, deposits, bill paying, payroll processing, billing and reporting necessary in a busy accounting office
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Community Development –

- No Report.
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Recreation Department –

- See Attached.
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Public Works –

- See Attached.
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Arts & Culture –

- Work continued on Sculpture Garden improvements with laying of flagstone area in front of stone bench/wall
- With public health safety precautions enforced, we were able to continue with the following types of small classes and activities for the first-half of the month*:
 - RVCF Church Services (max. 35 attendees in the Theater)
 - Aerial/Circus Classes (max. 4-10 attendees, incl. instructor)
 - Yoga Classes (max. 10 attendees, incl. instructor)
 - Boy Scouts, Cub Scouts and Girl Scouts (if held, then primarily outside of Scout Hut)
- Exhibited a Holiday Art Show by the Salida Council for the Arts both in the Paquette Gallery and online at [Paquette Gallery Arts](#)
- Conducted two (2) private tours for possible 2021 wedding events; both parties booked their events!
- Guided process for applicants to Public Art Commission for 11/2 City Council Work Session and Meeting; four (4) new individuals appointed
- Received word on receipt of FY21 Marketing Matching Grant from Colorado Tourism Office put forth by [Colorado Creative Corridor](#), which Salida is part of with four other rural/mountain communities. Collective group plans to create a new on-brand custom website platform that captures the essence of the creative destinations and creates a stronger online presence.

Total November attendance 330

*Suspended ALL classes and activities in mid-Nov for public health precautions (still continue to be closed to group classes and activities).

Fire Department –

- Call volume is still up. We are on pace for our second busiest year ever.
- Ladder truck is finally repaired and back in service.
- Mechanic from Front Range Fire assessed Engine 11 and provided an extensive parts list to repair multiple issues. We are proceeding and hope to have the repairs done soon. The Engine is still in service.
- We have had two positive cases of COVID within the department along with various stages of quarantine of staff. Currently we are healthy and at 90% of being fully staffed.

- We are wrapping up the year with staff evaluations and looking forward to a New Year.
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Clerk's Office –

Courtside:

- Began exploring options to hold virtual court in December.
- I prepared 49 background checks, PD reports, etc. to send to the Prosecutor to create plea agreements prior to the December docket.
- Mailed plea agreements with other Court documents.
- Learned new software program from PD to help update information for defendants who did not provide contact information or a mailing address/current address on their citation.
- Learning how to broadcast text messages to use for court through a company called 'Textedly'.
- Continue to work towards 'paperless' court system with a expected implementation in January 2021
- Working with the judge for updated language for the court website for the virtual system.

Clerk-side:

- Processed liquor license renewals and delivered them as needed.
- Started processing a new liquor license including the public notice in the paper.
- Worked with the Liquor Enforcement Division to offer a solution to allow Quincy's an option to renew without late fees (\$500 City, \$500 State) after their transfer was denied.
- Collected over \$15,000 in late OLT payments from a hotel.
- Processed two new commercial STR licenses.
- Continue scanning STR files into electronic files as time permits.
- Continue to utilize Municode to publish agendas and packets on the new website.
- Started utilizing the new website to publish press releases.
- Started drafting resolutions for 2021 fee schedule and 1st of the year posting sites.
- Started utilizing the new website to post meeting notices
- Updated "broken links" on the new website

12/15/20 City Council Parks and Recreation Department Report

General

- Initial discussions have begun about CTF funds and P&R project priorities.
 - The Centennial paving is complete.
 - Groundwork for the skate park has begun.
 - Christmas decorations have been hung.
 - Drywall is hung in the Community Center.
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Aquatics

- Due to rising COVID rates and current public health orders, we closed the Aquatic Center starting on November 21st - December 7th. We re-opened with more restrictions in place including a maximum of 11 guests in the facility at any one time.
 - Continuing to pause all memberships/passes that were purchased prior to March 13th.
 - Offering staff work opportunities during closure with remote projects and/or isolated in person projects at the Aquatic Center
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Facilities

- Punch List for locker rooms
 - Getting contract documents ready and submitted for the effluent manhole
 - Looking into vandalism at the source
 - Getting quotes for a new ADA lift
 - Creating new bench sheets for pool water records
 - Coordinating with Knight Custom Electronics to start work on routing network cable for new security camera system
 - Contractors have commenced work on the Community Center Rebuild Project
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Parks, Trails and Open Space

- Vandalism repairs in park bathrooms have continued to plague staff.
 - F-street infrastructure (Grant materials, pergolas and barricades have been delivered and stored for next summer.) A plan will be developed on how to organize the materials for best use. New trash cans will be placed on Fst in the coming weeks.
 - Crestone Mesa Park/HOA Irrigation Project is complete for this winter. A small punch list will be developed for spring start ups.
 - Discussion and preparation for Centennial Ice Rink shade structure install is carrying forward.
 - Staff had a walkabout in the Arkansas Hills Open Space with SMT to review a potential new trail.
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Recreation

- Finalizing the editing on the third part of the three part Skateboarding basics series with FOSS
 - [First Skateboarding Basics video](#)
 - [Second Skateboarding Basics video](#)



- Completing the Winter Community Resource Guide
 - Determining the feasibility of NYD5K as a virtual event
 - Rescheduling winter programming to comply with current public health orders
 - Finalizing park rentals for summer of 2021
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PROST Advisory Board minutes attached



MEETING OF THE CITY OF SALIDA PROST ADVISORY BOARD

Digital only

Tuesday Dec 8, 2020 - 6:00 p.m.

- 1) Call to Order
 - a) Roll Call - Roll call taken. Quorum in attendance
Community Participation: Mike Smith from SMT
- 2) Consent Agenda
 - a) Approval of Agenda. LIsa Moves to approve Agenda and Minutes. Rob Seconds.
All in favor.
 - b) Approval of Meeting Minutes – [Prior meeting](#). Previous minutes approved.
- 3) Updates
 - a) [Monthly Staff Report](#)
 - i) Feedback requests from staff. Staff did not request feedback.
 - (1) Is the pool reopened? It reopened yesterday.
 - ii) No questions or feedback from Board.
 - b) **Aquatic Center closure** - The pool was closed for two weeks and reopened on the 7th. After consultation with public health and Gov's orders, staff brainstormed on how to reopen safely. 11 people total in the facility. Staff had an internal debate on what is the pool for? Is the pool for the benefit of the community or there to make money for the City? Determined it was for the benefit of the community - people use it for both mental and physical health - directed to do whatever you can to be open and don't worry about the money. During shutdown, maintenance crew was able to do some deep cleaning and maintenance, and some staff were able to do remote or independent work. Goal to keep open as long as possible. If County goes to Red, may have to shut down again. Orange level still allows recreation centers to operate with 25 or less.
 - i) [Current Public Health orders](#)
 - ii) Board thoughts/feedback on this
 - (1) Rob: Agree mental health is important, especially with older customers as it is their outlet for exercise and a little social interaction
 - (2) Kristi Agrees opening was the right decision
 - c) [2021 Budget](#) Discussion
 - i) 340K budget for Other Park Projects - [rules for spending](#). Funds come from the Conservation Trust Fund
 - (1) Committed - 10K for hospital trail connection. This trail has already begun in coordination with SPOT.
 - (2) For discussion. This is not an exclusive list
 - (a) Centennial sidewalk - 20K (Sidewalk from Holman Ave)
 - (b) Splash pad - 230K



- (c) Bike park - 200K - 50K (Anywhere from trail along the monarch spur to a full park near burnpile)
 - (d) Trees - 10K
 - (e) Sand Volleyball - 25K
 - (f) Playgrounds
 - (g) Work out equipment - replace what was taken out in Centennial
 - (h) Open Space and trails master plan
 - (i) Landscaping in Riverside Park (between playground and climbing wall, including picnic shelters, and terracing ground) and around the Pickleball Court
 - (j) Crestone Mesa landscaping
 - (k) Sonia's Garden - fence, raised beds
- (3) Board discussion:
- (a) Kristi: how does all this fit in the master plan? Diesel: Splash Pad is big in the Master Plan, the rest isn't in there much. Workout Equipment falls in a little.
 - (b) Diesel: Need someone to design the new Confluent Park, which would be about \$10k
 - (c) Sara - there is a grant that she is applying for to get workout equipment.
 - (d) Amy: Exercise Equipment - falls in with community center ideals. Would have indoor equipment. Sara: Grant is for \$100 percent outside - beneficial for areas that might need extra accessibility. Diesel - community center is high on the list, and would like to be thoughtful about designing things. Community/Rec Center on the docket for 2029.
 - (e) Rob: Likes idea of a Master Plan to help prioritize what is on this list. Look at opportunity loss to see what can happen quickly. Diesel - agree on the opportunity loss as doubling up on projects will save money if projects can tag on with others - ie - Salida school had some wood chipping the Park could use for the parks. There is money for a River Park Master Plan.
 - (f) Master Plan concept for Centennial Park - has trail from Holman, has a playground, splash pad. Has changed a bit with Skatepark, as utilities would have to be rerouted. Ice Rink is in the place where the Rec/Community Center will be placed.
 - (g) Kristi: Would Splash Pad blow budget for everything else? Yup, it's a big ticket item, maybe squeeze in some of the



- (h) Master plan question: is it not addressed in Master Plan?
No, there are a lot of details that need to be specifically developed.
- (i) Jessica: Feel like a master plan can be developed between PROST/SPOT/SMT and others. Suggest to use money to focus on finishing Centennial Park projects, since it's already in construction.
- (j) Will: Many things on this are tied together on these list, so can be worked together. Lots of other plans in the work, so maybe can utilize those to develop a plan in-house.
- (k) Lisa: Historically, a master plan was going to be done in house with Theresa and Julie Mach - they just never got to it due to time and resources. Will: City has a lot of open space - has opportunity to make a plan to make sure everyone is on the same page. Lots of people want different things - have to think about infrastructure and facilities need to be in the open space. New property on base of Ark Hills, and downriver.
- (l) Kristi asks staff what their priorities are: Diesel - Splash Pad, except for covid. Seems silly right now. Bike Park another priority - identified as a want. Plan, Sand Volleyball, no brainer. Hammer out Centennial and then move on to Riverside...CT funds have been used for playgrounds in the past. Sara: Finish Centennial, Open Space Plan, Volleyball - Rec wants to start a league. Would love a Splash Pad, but maybe a 2022 plan due to COVID - have a sense of safety around a splash pad. Will: 5 things on the list are because of the skate park, so should finish that, like the sidewalk and volleyball court. Master Plan also important. Utilities need to happen before Splash Pad.
- (m) Lisa: Can money roll over if left over to focus on a Splash Pad or other big projects. Doing big projects simultaneous to the skate park - is that too much to take on?
- (n) Rob: finish Centennial and Master Plan, then do Splash Pad.
- (o) Amy: Agrees with comments on finishing Centennial. Splash Pad should be prioritized ahead of Bike Park as that was something that was vocalized during public process of Master Plan.
- (p) Diesel - there is an RFP out for a Splash Pad, and got results back. Utilities was the clincher



- (q) Connor: If community identified Splash Pad as a priority, it should be put on the top of the list.
 - (r) Staff will summarize board feedback - box up Centennial, and consider some Master Plan options - and give us a game plan. Funds can be rolled over. September was great for Tax Revenue, and Council looks to PROST dept to use those funds to make life better for Solidans - Could put some of these projects in the actual budget.
 - ii) Currently committed in other budgets
 - (1) Soaking pools - 960K
 - (2) River trail - 50K
 - (3) Vandevener - 25K
 - (a) What, where, how...?
 - (4) Trash Cans - 8.5K
 - (5) Trees - 20K
 - (6) Consulting - Special Projects (River Park master plan) - 17K
 - (7) Boiler - 65K
 - (8) Toolcat/Gator - 100K
 - (9) Marvin Park improvements - 12K
 - (10) Centennial Park improvements (utility upgrades) - 60K
 - (11) Ice Rink - 20K
 - (12) Infrastructure upgrades (pool drain) - 50K
 - (13) Ideas?
- d) Projects (current & future)
 - i) Community Partner Requests – developing a process for this. City gets requests for various things, how can we develop a process for the department to handle requests (benches, trails, etc). Diesel will show
 - ii) Trails
 - (1) Developing a general process for reviewing trail building requests from SMT and SPOT
 - (a) Introduced by SMT
 - (b) Taskforce formed - research and site visit
 - (c) Taskforce report back to PROST
 - (d) Vote
 - (2) [MOU review](#) and approval (please review before meeting)
 - (3) new trail for consideration from SMT ([Dream on extension](#))
 - (a) Diesel and Will went on walk with SMT. Don't want to do anything that would jeopardize a master plan, but felt this trail has no concern. Next walk, more PROST participation. Will: Make good trail connections in good area. It's a good thing and makes sense, and let the Open Space plan



address the more "base" area (facilities, bathrooms, etc). Diesel: don't want to stop trail building until we have a master plan.

- (b) Lisa: If no feedback, we'll have Mike present
- (c) Mike Smith: Main pinch point is that most users all go up Frontside to access system. Goal for this an alternate route up into system - easy climbing trail, with good site lines, not intended for downhill use. Because on City property, signage can be more specific for directional. Helps disperse users. Believe can build it sustainably. SMT would fully fund this trail.
- (d) Rob: what lands does it use? Mike: All on City land.
- (e) Connor: Is there a flag line in the ground? Mike: a trail corridor is created, determining grade and switchbacks before pinning. Hired Brink through CMC to verify a good corridor, as well as some other trails.
- (f) Connor - concern was steepness of the start, but connectivity is a great option. Rob: might be hard to keep people down it. Mike: has good experience on "suggested" direction signage. Make it safe overall.
- (g) Jessica: Thinks people are going to self-police themselves and won't have downhill user conflict.
- (h) Amy: Loves it, what is the timeline? Mike: This can start this spring. As soon as weather is good and will be contracted to a professional builder. Cost will be around \$25k. Amy: Approx distance? Mike: between .75-1 mile.
- (i) Kristi: Direction signs for runners and hikers - makes them think it is a bike-only trail. Don't want to cause conflict between hikers/runners and bikers for directional. Also thinks there are plenty of options to get into the system.
- (j) Mike: Looking at the system from F-Street, Frontside looks like the obvious choice. Not being able to sign near the railroad.
- (k) Jessica: An easier access point would be crucial - Rusty Lung, Burn Pile and Chicken Dinner are all treated as downhill trails and people go fast and many close calls. Would be a great option for more beginners, and better for a family-friendly hike. Agree to make sure signs are clear that hikers/runners are welcome on.
- (l) Have a group of PROST to go the site. (Rob, Jessica, Kristi, Lisa)



(m) Connor - we should finalize this proposal process so we have a framework

(n) Board will officially vote next meeting on trail approval.

iii) Skatepark update

- (1) Going good - Grindline is onsite digging big holes! Is there time to add lights to project. FOSKP has some additional funds to spend. Amy: Definitely have additional funds - is it worth PROST to make recommendations on funds. Shade structure has been identified from GOCO/City as a priority, Skate Park members would like lights. Are there lights anywhere else in the park? Not at this point. A shade structure is important, could use CTF funds for lighting in park. Rob: GOCO grant for \$10k, is that for lighting? Sara: that was a city applied for grant, that it is for square footage of skate park, not for any amenities. Lisa: can we get more details on lighting vs shade structure for next meeting? Will have a course of action for next meeting with details.

e) Programs

- i) Sara: COVID has made it hard to put on programs. Currently virtual creative writing class. Going to try for kayak roll sessions and allow rafting team to practice at pool in January. Thinking about NYD 5K options - staggered start or virtual.
- ii) New rec guide coming out - will go out in the Mountain Mail to be more approachable for people.

f) Member updates

- i) Rob: Next agenda to talk about Silver Sneakers/Pool. Sara: trying to figure out how to incorporate it back in, so will have an update next meeting.

Next meeting, January 12th. 6pm.

Future topics

- Project priorities
- Riverpark
- Crestone Mesa Park/Street Trees

Resources:

[Membership records](#) [Link to Municipal Code Website](#) [Master Plan](#) [Robert's Rules of Order](#)

Public Works Department Report

December 2020

General

- Planning
 - Streets
 - CO 291 Intersection Control Evaluation and Corridor Plan - Consultant to provide update late December. Expect to have finalized early 2021
 - Utilities
 - Due diligence on implementation items. Upstream storage and capacity considerations at Pasqualle.
 - Assist finance with SDF portion of rate study; infrastructure valuation and age due diligence
 - Project Management
 - Project planning, contracting, and project management for the 2020 capital projects.
 - Blake Street – final punchlist for Blake Street. Several concrete punchlist items will be completed in spring of 2020 when ideal temps are present.
 - Concrete rehab – ongoing
 - Centennial and Holman Ave. project complete with exception for sidewalk to be completed through Centennial after the skate park is completed.
 - Bio-solids concrete slab expansion at WWTP underway
 - Project management and coordination with CDPHE for SRF funding
 - Update to Environmental Assessment and Project Needs as necessary for state revolving loan fund
 - Working through SRF agreement conditions
 - Coordination with XCEL and CDOT on Phase IV Streetscape Improvements
 - Pasqualle Spring prelim design planning items
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Streets

- Staff completed striping and signage at Holman Ave. improvements.
 - Staff completed handrail constructed along 2nd Street at new sidewalk adjacent to Spur Trail.
 - Staff assisted with road access closure modifications at Hot Springs source.
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Utilities

- Field Utilities
 - Continue with CCTV inspection of city sewer mains
 - Ongoing inspections for development related work (Confluent Park)
- Treatment
 - Bio-solids slab expansion underway

- Routine maintenance and operations
- Updated annual graphing of wastewater plant flows (attached). Trends show a tighter piping system (less infiltration in summer) and higher monthly average in the spring and fall trending.

