



SEPTEMBER 2021 STAFF REPORTS

Police Department –

- We had 828 calls for service in the month of August.
 - Our two new recruits started the Police Academy in Glenwood Springs. They are doing well and should be done by the end of the year.
 - We had the property at 612 C St. cleaned up and the neighborhood seems pleased with the results.
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Finance Department –

- Presentations to council have been prepared to explain the budget and elicit conversation and decision making. We continue to be on track for Council's adoption of the 2022 budget by October 19, 2022.
 - Two versions of the proposed 2022 budget are available to the citizens online: a traditional PDF version and an e-version that includes interactive charts and graphs utilizing the OpenGov software platform.
 - The "Open Salida" web page has been developed as a financial transparency tool and is designed to answer frequent questions regarding City finances and budget. This can be accessed from the City's web page under the "Your Government / Transparency" path.
 - A Financial Policies summary has been compiled which outlines Salida financial management practices. Council will be asked to formally adopt these policy statements at their September 21 meeting.
 - Ehlers, Inc and staff have completed the update to the Financial Management Plan (FMP). This document will be reviewed with Council on September 20.
 - The daily work in the office continues to keep staff busy (bill paying, payroll processing, billing, reporting, reconciling, payment processing, vital records, analysis, etc.).
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Community Development –

- Building permits continue to come in pretty steadily. As of September 17, we've seen 172 total building permits, inc. a total of 139 residential units. At the same time last year, we had reviewed 109 permits with 40 total residential units. In 2019, we had reviewed 150 permits with 48 total residential units.
 - Continued focus on various short-term and longer-term fixes to the housing emergency--program development, code changes, fee structure revisions, etc.
 - Lots of recent attention to STR policy and moratorium--survey went out to the public and received approximately 750 responses over about three weeks.
 - Preliminary work on the RFP for the Vandaveer Master Planning process
 - Warming the engine back up on the Land Use Code update with hope to once again move forward in October
 - Variances and more variances going in front of the Board of Adjustments
 - Work on pre-annexation agreement and other relevant info for Granzella property (611 Oak)
 - Chaffee County Planned Development completed
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Recreation Department –

- See Attached.
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Public Works –

- See Attached.
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Arts & Culture –

- The exhibit from Villa Grove Artist Guild showed in the Paquette Gallery. It was highlighted by the in-person Artist Reception/Creative Mixer. Total attendance for the free, monthly event was (100) people. Total viewing attendance of the exhibit throughout the month was (125) people.
- The final concert in the Summer Concerts Series in Riverside Park, featuring local favorite band, Roundhouse Assembly, took place on August 5 with over (500) total attendees at this free, community

event.

- The second of two free Movies @ Marvin Park screened to an audience of (61) attendees, the majority of whom were families for the Disney film Raya and the Last Dragon.
- The third annual JazzFest was conducted in Riverside Park on Aug. 14, which showcased four (4) different musical acts featuring a range of jazz & blues genres. The free event attracted over (600) attendees in the Park.
- A special, free Concert on the Plaza took place with traveling duo Da Lovebirds from New Orleans on August 29 to an a “spirited” audience of (200) people.
- Conducted two (2) special meetings with the Public Art Commission Zoom to discuss next steps with the selected and City Council-approved design services consultant.
- The second of two live theater performances over the Summer took place in early-August with the three-show run of Bad Dates. Attendance for the three shows was (150).
- The work of Arts & Culture staff came to fruition with the launch of the website for the Colorado Creative Corridor occurred with the goal of the Creative Districts collective (made up of Carbondale, Crested Butte, Paonia, Ridgway and Salida Creative Districts) to highlight the creativity of these mountains with travel itineraries and calendar of events for each town.
- TOTAL GUESTS Attending Arts & Culture Events/Meetings/Special Events during August = 2,919
 - Number of free events/no admission = 11
 - Number of attendees at free events = 1,691
 - Number of events paying rental fees = 23

Fire Department –

- Staff responded to a structure fire in Pinon Hills on September 14th. A rapid response time and a quick knockdown on the fire prevented major loss. There were no injuries to staff or occupants.
- Career staff and wildland team members continue to assist with the wildfires out west.
- Staff took advantage of the recycling event last weekend and cleaned out the station of all the old electronics that were taking up space.
- Had a minor breakdown with E-11. The problem was addressed in a timely fashion and the truck was only out of service for a couple of days. The issue was not related to previous issues with the truck.
- Staff will be assisting the High School with Homecoming Activities this evening.

- Firefighter Hesse successfully completed his Colorado State Firefighter II Certification.
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Clerk's Office –

Courtside:

- Prepared all documents for 9/17/21 Court.
- Sent out text messages to defendants prior to their court date.
- Investigating how to streamline the process of creating forms in our online software system.

Clerk-side:

- Analyzing Short Term Rental data from years past up to present.
- Providing input on the current administrative system for Short Term Rentals.
- Finalizing the data and paperwork for the 2020-2021 Special Events and preparing for 2021-2022 Special Events.
- Sara is learning about and supporting the City Clerk with Elections.
- Elections are going well, the only items remaining are 3 Campaign Finance deadlines, the election, and certifying the results.
- Finalizing the contracts with LodgingRevs.
- Finalizing the contract with MSI to start our record digitization project.
- Assisting with an ownership change for two liquor licenses and working with Liquor Enforcement as needed.

9/21/21 City Council Parks and Recreation Department Report

General

- The DEpartment is proceeding with Mountain Heritage Park.
- Reviewed the Riverpark master plan - considered affect on boat ramp, Monarch Spur, old Skatepark.
- Attended many meetings concerning the old skatepark.
- SHSAC pricing, capacity and registration meetings are being held to plan for schedules, procedures and price increases.
- Front Desk Procedures Manual will be a work in progress and directions/training material will be added to binder as new material is created.
- FAQ's regarding SHSAC and Park Rentals/Special Events will be added to the website during shutdown.
- Standard Operating Procedures team in place and working on ownership topics and templates. SOP work will be on-going.
- Discussing options for increased security (cameras and/or door alarm for locker room hallways)
- Exploring vending options for SHSAC
- Planning/prioritizing new programs: adding to Tina's Rec Assistant hours
- Volleyball league planning

Aquatic

- Currently hiring lifeguards
- First Aid/CPR taught by Jen 10/6. Required for staff.
- AquaMixer was well received-17 participants for the first class
- Printed schedule: working on to hand out to guests with our schedule, general SHSAC information, and steps to help with registration
- Fall Swimming Lessons held in October and November on Tuesdays and Thursdays. Registration will open on October 5, 2021 at 9 am
- Winter Swimming Lessons held in January and February on Mondays and Wednesdays. Registration will open on January 10, 2022 at 9am
- Fall Shut down October 4-16, 2021
- Schedule/Hours changed on September 1st. Closing at 6pm Monday-Friday and Sundays.
- Salida Cyclone Fall season begins Sept 13. Mondays and Wednesdays from 6-8pm and on Saturdays from 7-9am
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Facilities

- Awarded Tolin Mechanical a contract for maintaining the City's HVAC units.

- Walked through the facilities with Tolin Mechanical staff to show them where each unit is located on the inventory list.
 - Troubleshooting the hot spring effluent meter with the manufacturer and found that the modem is faulty. The manufacturer is sending out a warranty replacement modem.
 - Looking into emergency exit alarms for the emergency exit doors in the Aquatic Center locker room.
 - Working on getting replacement LED lights for the Aquatic Center parking lot lights
 - Reviewing the mechanical plan set for the Aquatic Center Boiler Replacement Project
 - Changed phone service providers
 - The new phone service provider buried a new communication line through Centennial Park. This line was not buried deep enough. Staff has been working with the service provider to get it buried to the proper depth.
 - Seasonal maintenance for the aquatic center boiler
 - Rebuilt a section of the amenities (water fountains) pump assembly after a failure took it offline
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Parks, Trails and Open Space

- The Skate Park is officially open and operating. Staff was able to get the restroom open and functional at the site.
 - Peak to Peak Pickleball worked with city staff to host their first pickleball tournament.
 - Staff made some minor repairs to the surfacing of the tennis courts at the Aquatic Center.
 - Staff is working with Mountain Top Electric to get the lights fully operational at the Aquatic Center tennis courts.
 - Ordered a trailered hot water pressure washer for clean trash can, picnic tables and graffiti.
 - We had one FT Employee return to work after being out for surgery.
 - Winding down on mowing operations, eliminating contracted mowing sites.
 - Working on installing bike stations at Two Rivers Confluence area, Fst Caboose area and at the New Skate Park.
 - Installed a new toilet this week at Centennial Park.
 - Continued working with Terra Firma on tree work in Alpine and Riverside Park.
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Recreation

- Banana Belt Mountain Bike Race Sept 18, 2021. Still looking for volunteers. Kids bike decorating/parade, cruiser ride, free beer, live music and more! Volunteers are still needed.
- Coed Kickball has 8 teams and over 110 people registered. Wednesday nights are pretty full!
- Ukulele Class: Started 9/6. Mondays, 2pm at the Scout Hut. Ukulele Class is very popular and has 14/10 participants.
- Basketball league planning underway for both Youth and Adult Leagues
- Working on SOPS to improve consistency and accountability.



- MahJong - Working to set up a time to host a mah jongg club through the department
 - Stream explorers and Monarch partnering with salida parks and recreation to register their participants.
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Public Works Department Report September 2021

Planning/Engineering/Construction

- Planning
 - Streets
 - 2022 Budget Preparation
 - Grant Award – Oak Street Reconstruction
 - Design RFP advertised
 - Preliminary design and planning for 2022 work (10th, 12th, Oak)
 - Utilities
 - 2022 Budget Preparation
 - Updating Emergency Response Plans
 - Updated Poncha sewer trunk line flow graphing and planning
- Capital Projects
 - US-50 Phase IV Streetscape/CDOT ADA - complete
 - 2021 Street Reconstruction
 - E Crestone – complete
 - Poncha Blvd – complete, restoration at parks underway
 - B St. – complete with some punch list items
 - I St. – utilities complete, prepping for concrete and pavement
 - Storm Water Improvements by F St./Riverside Park – Restart Oct 2021
 - Bar Screen Replacement Project – Equipment procurement underway
 - 2021 Sewer Reconstruction Project – complete
 - 2021 Sewer CIPP – additional change order work planned for November



Figure 1 - B Street Reconstruction



Figure 2 - B Street Reconstruction

Operations

- Streets
 - Tree program work
 - Pothole and asphalt maintenance
- Utilities
 - Field Utilities
 - Continue with CCTV inspection of city sewer mains. Starting 2021 project work area (1/3 of service area)
 - Ongoing inspections for development related work
 - Smart meter upgrades
 - Note: project on hold due to product availability.
 - Water Treatment
 - Routine sampling
 - Work with consultant on security upgrades
 - Address minor improvements at treatment sites
 - Wastewater Treatment
 - Effluent flow meter replacement and upgrades
 - Bio-solids repairs
 - Pump repairs and other routine maintenance.