



# TOWN OF ELIZABETH

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## TOWN OF ELIZABETH

**BUDGET WORKSHOP**  
Tuesday, August 22, 2023, at 5:30 PM

**BOARD OF TRUSTEES REGULAR MEETING**  
Tuesday, August 22, 2023, at 7:00 PM  
Town Hall, 151 S. Banner Street

Conferencing Access Information: This is viewing only access.

<https://us02web.zoom.us/j/87001148146?pwd=aGwxdWt3eEFrTXVnYm9CYldzZ2xxdz09>

**Join via phone at 1 669 900 9128 Meeting ID: 185512**

**Meeting Passcode:**  
185512

### CALL TO ORDER

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### UNSCHEDULED PUBLIC COMMENT

This is a meeting of the Board of Trustees held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand, state your name and then address the Board. Your comments will be limited to 3 minutes. The Board of Trustees may not respond to your comments during this meeting, rather they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff or Employees will not be recognized. Thank You

### AGENDA CHANGES

### CONSENT AGENDA

1. Minutes of the Regular Meeting of August 8, 2023

### PROCLAMATION

2. Proclamation Proclaiming September 17<sup>th</sup> through 23<sup>rd</sup>, 2023, as Constitution Week – Mayor Snively

### NEW BUSINESS

**ACTION MAY BE TAKEN ON ANY AND ALL ITEMS LISTED ON THE AGENDA**  
ACCOMMODATIONS FOR DISABILITIES MAY BE MADE UPON REQUEST.

3. Town of Elizabeth Police Department Victim Advocate update – PattyAnn Fontenot
4. Discussion and possible action on Resolution 23R31, a Resolution Repealing Resolution 18R04 Regarding the Prior Approval of the Main Street Cross Sections Pursuant to Elizabeth Municipal Code Section 16-3-140, and Establishing and Approving a Revised Main Street Cross Section – Zach Higgins
5. Discussion and possible action on Revitalizing Main Street Grant Opportunity 2 – Zach Higgins

**MANAGEMENT MONITORING REPORTS**

6. Management Monitoring Reports

**BOARD OF TRUSTEES REPORTS**

7. Board Reports

**MINUTES**

8. Minutes of the Main Street Board of Directors Meeting of July 10, 2023

**ADJOURNMENT**

# MEETING PROTOCOL AND STANDARDS OF CONDUCT

## Public Participation

Public comment is encouraged and will be listed as an agenda item at every regular Board meeting.

Each individual wishing to be heard during the public comment period will be given up to three (3) minutes to make a comment.

The public comment period will not be used to make political endorsements or for political campaign purposes.

Questions from the Board will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments made but, rather, for listening to the comments of citizens without taking any formal action.

The Board may direct the Town Administrator to provide information requested by a speaker during the public comment period.

Speakers are not allowed to make belligerent, accusatory, impertinent, slanderous, threatening, abusive, or disparaging comments.

The Mayor may elect to defer public comment on a specific issue that appears on the regular agenda until that specific item is addressed.

The Mayor may call for order when sidebar conversations occur in the audience. Those conversations are distracting from the Board addressing the topics at hand.

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further participation at that meeting or removed from the Board Chambers pursuant to the Elizabeth Municipal Code and Colorado Revised Statutes.



## Board of Trustees – Record of Proceedings

August 8, 2023

### **CALL TO ORDER**

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, August 8, 2023, at 7:00 p.m. by Mayor Nick Snively.

### **ROLL CALL**

Present were Mayor Nick Snively, and Trustees Loren Einspahr, Tammy Payne, and Joe Belongia. Mayor Pro Tem Linda Secrist, and Trustees Angela Ternus and Barb McGinn were absent. There was a quorum to do business.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Public Works Director Mike DeVol, Chief of Police Jeff Engel, Assistant Public Works Director James McErnie, Community Development Director Zach Higgins, and Town Attorney Corey Hoffmann.

### **PLEDGE OF ALLEGIANCE**

Mayor Snively led the Board in the Pledge of Allegiance.

### **UNSCHEDULED PUBLIC COMMENT**

Ed Beard – Town of Elizabeth business owner.

Paul Schwarzkopf – Town of Elizabeth resident.

### **AGENDA CHANGES**

No agenda changes from the Administration.

No agenda changes from the Board.

Agenda set.

### **CONSENT AGENDA**

1. Minutes of the Regular Meeting of July 11, 2023

Motion by Trustee Einspahr, seconded by Trustee Belongia, to accept the Consent Agenda as presented.

The vote of those Trustees present was 4 in favor and 0 opposed. Motion passed unanimously.

### **NEW BUSINESS**

2. Discussion and possible action on Resolution 23R32, a Resolution authorizing the disposal of surplus vehicles



Motion by Trustee Belongia, seconded by Trustee Payne, to approve Resolution 23R32, a Resolution authorizing the disposal of surplus vehicles.

The vote of those Trustees present was 4 in favor and 0 opposed. Motion passed unanimously.

3. Discussion and possible action on Resolution 23R33, a Resolution approving the purchase of real property located at 444 South Main Street, Elizabeth, Colorado, for the benefit of the Town of Elizabeth

Motion by Trustee Payne, seconded by Trustee Einspahr, to approve Resolution 23R33, a Resolution approving the purchase of real property located at 444 South Main Street, Elizabeth, Colorado, for the benefit of the Town of Elizabeth.

The vote of those Trustees present was 4 in favor and 0 opposed. Motion passed unanimously.

4. Discussion and possible action on the selection of the proposed concept for the Elizabeth Community and Senior Action Center

The Board directed Mr. Davidson to move forward with the project's next steps.

5. Discussion on Façade Grant

The Board directed Mr. Higgins to move forward with the grant application.

6. Discussion on Streetscape Design

The Board directed Staff to keep the four trees on Main Street.

7. Discussion and possible action on the cancelation of the December 26, 2023, Regular Board of Trustees meeting

The Board canceled the December 26, 2023, Regular Board of Trustees Meeting.

### **OLD BUSINESS**

8. Notice of withdrawal of disconnection petitions

### **MANAGEMENT MONITORING REPORTS**

- Town Administrator Patrick Davidson had no additions to the manager report.
- Community Development Director Zach Higgins highlighted items contained in the manager report he provided in the Board packet.



- Mr. Higgins stated that four applications have been received after mailing out postcards from the Historic Advisory Board.
- Mr. Higgins has been accepted into the Boettcher Foundation – Doers and Difference Makers Fellowship.
- Trustee Belongia told Mr. Higgins what a great job he did of mentoring and working to assist in a video with the Elizabeth High School Intern.
- Town Clerk Michelle Oeser updated the Board on Ms. Ritter’s new title of Assistant Town Clerk.
- Ms. Oeser informed the Board that she and Ms. Ritter will be attending a Court Clerk Conference.
- Ms. Oeser informed the Board that Ms. Malakowski will be attending a Clerk Records Training.
- Ms. Oeser told the Board that Ms. Bruce has participated in a training on Capital funds.
- Ms. Oeser gave a quick update on the upcoming Movie Night Birthday Bash.
- Ms. Oeser updated the Board on the upcoming election.
- Chief of Police Jeff Engel informed the Board that Ms. Donatelli earned her Records Management Certification.
- Chief Engel told the Board that Corporal Allen, and Officers Herbel and Tucker participated in Crisis Intervention Training.
- Chief Engel informed the Board that Reserve Officer Tannenbaum completed a motorcycle certification program.
- Chief Engel updated the Board on the open Code Enforcement Officer position. The new Code Enforcement Officer will start on August 14th.
- Chief Engel told the Board that the Elizabeth Police Department assisted the Elbert County Sheriff with the Elbert County Fair Concert.
- The Elizabeth Police Department is working in conjunction with the Elizabeth Fire Department on a wellness and peer support partnership.
- Chief Engel has completed ABLE, Active Bystandership for Law enforcement, offered through CIRSA.
- The Elizabeth Police Department received the CIRSA Silver Star Award.
- Chief Engel has a meeting with the Gold Creek Valley HOA on September 15<sup>th</sup> at Town Hall.
- Chief Engel stated that all Officers will be participating in track driving training.



- Reserve Officer Myers will be providing Officers with Cyber Security training.
- Mayor Snively commented that he likes the community policing that the department is employing.
- Trustee Payne discussed stop sign enforcement.
- Public Works Director Mike DeVol did not have any additional updates to his managers' report.
- Mr. DeVol would like to continue the discussion on water, so that all Board members can participate.
- There was discussion on the number of new taps in Town.
- Discussion on houses being built in Legacy Village.
- Town Attorney Corey Hoffmann discussed forthcoming information on legislative changes.

### **BOARD OF TRUSTEE REPORTS**

- Trustee Payne asked about planned repairs to the Town's Trail System.
- Mayor Snively discussed an invitation from Dan Snowberry, the Elizabeth School Districts Superintendent, to participate in a start of the school year event.
- Mayor Snively asked if there was a constitutional proclamation on a future agenda.

### **MINUTES**

11. Minutes of the Historic Advisory Board Meeting of June 5, 2023
12. Minutes of the Main Street Board of Directors Meeting of June 12, 2023

### **ADJOURNMENT**

Motion by Mayor Snively, seconded by Trustee Einspahr, to adjourn the meeting at 8:37 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.

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Town Clerk Michelle Oeser

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Mayor Nick Snively



**PROCLAMATION PROCLAIMING SEPTEMBER 17-23, 2023,  
AS CONSTITUTION WEEK**

**WHEREAS**, it is the privilege and duty of the American people to commemorate the 232nd anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week; and

**WHEREAS**, the Daughters of the American Revolution, which is a women’s volunteer service organization whose mission is to promote historic preservation, education and patriotism, proudly supports Constitution Week.

**NOW, THEREFORE I**, Nick Snively, Mayor of the Town of Elizabeth do hereby proclaim the week of September 17 through 23, 2023 as

**CONSTITUTION WEEK**

**AND** urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

**IN WITNESS, WHEREOF**, I have hereunto set my hand and caused the Seal of the Town of Elizabeth Colorado to be affixed this 22nd day of August 2023.

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Nick Snively, Mayor



**TO:** Honorable Mayor and Board of Trustees  
**FROM:** Zach Higgins, Community Development Director  
**DATE:** August 22, 2023  
**SUBJECT:** Resolution 23R31

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**SUMMARY**

Resolution 23R31 would repeal the previously approved Resolution 18R04 and approve the updated cross-section detail for Main Street in Elizabeth by incorporating the detail into the Street Standards and Specifications Manual. The cross sections will be utilized in the Main Street Streetscape Design project which is currently ongoing.

The Board of Trustees has considered the comments, concerns, and recommendations from the Main Street Board of Directors, business owners, property owners, and residents along Main Street and the Town at large. The Board has given staff direction to update the cross-sections to reflect CORE Engineering’s block-by-block analysis.

The updated and attached cross-sections include three (3) mid-block cross sections and one (1) intersection cross-section. The first cross-section, for SH-86 to Broadway, shows a six (6) feet pedestrian zone with adjacent three and a half (3.5) feet transition zone next to forty-five (45) degree parking on the West side of Main Street. On the East side of Main Street, six (6) feet of pedestrian zone is shown adjacent to twelve (12) feet of transition zone, ten (10) feet of parallel parking and drive aisles. There will be two (2) twelve (12) feet drive aisles running the length of the project.

The second cross-section shows the block from Broadway to Elm with ten (10) feet of porch encroachment adjacent to six (6) feet of pedestrian zone, two (2) feet of transition zone, ten (10) feet of parallel parking next to drive aisles on the West side of Main Street. On the East side of Main Street, six (6) feet of pedestrian zone is shown adjacent to twelve (12) feet of transition zone, ten (10) feet of parallel parking next to drive aisles.

The third cross-section shows the blocks from Elm to Walnut with sixteen and a half (16.5) feet transition zone adjacent to six (6) feet of pedestrian zone, three and a half (3.5) feet of transition zone next to drive aisle on the West side of Main Street. On the East side of Main Street there is six (6) feet of transition zone adjacent to six (6) feet of pedestrian zone, six (6) feet of transition zone, ten (ten) feet of parallel parking next to drive aisles.

The final cross-section shows the typical intersection with twenty-six (26) feet pedestrian and transition zone adjacent to the drive aisles. The intersection cross-section has been updated to modify the “bulb-outs” so that they are zero entry along the entire radius.

**STAFF RECOMMENDATION**

The proposed cross sections have been reviewed and recommendations given by the Board of Trustees.



## TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

Main Street property and business owners have been involved in the development of the cross-section detail. Staff recommends approval of Resolution 23R15, a resolution repealing 18R04 and approving the updated Main Street cross-sections pursuant to Town of Elizabeth Municipal Code Section 16-3-140.

### EXHIBIT(S)

- 1) Resolution 18R04
- 2) Resolution 23R31
- 3) EXHIBIT A – Cross-Sections
- 4) Aerial Project Layout

RESOLUTION 18R04

A RESOLUTION APPROVING THE MAIN STREET CROSS SECTIONS  
PURSUANT TO TOWN OF ELIZABETH MUNICIPAL CODE SECTION 16-3-  
140

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE  
TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

Section 1. The Main Street Cross Sections, attached hereto as **Exhibit A**, are hereby  
approved and made a part of the Town of Elizabeth Street Standards and Specifications pursuant  
to Section 16-3-140 of the Town of Elizabeth Municipal Code.

PASSED, APPROVED, and ADOPTED this 13<sup>th</sup> day of February, 2018, by the  
Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of  
7 for and 0 against.

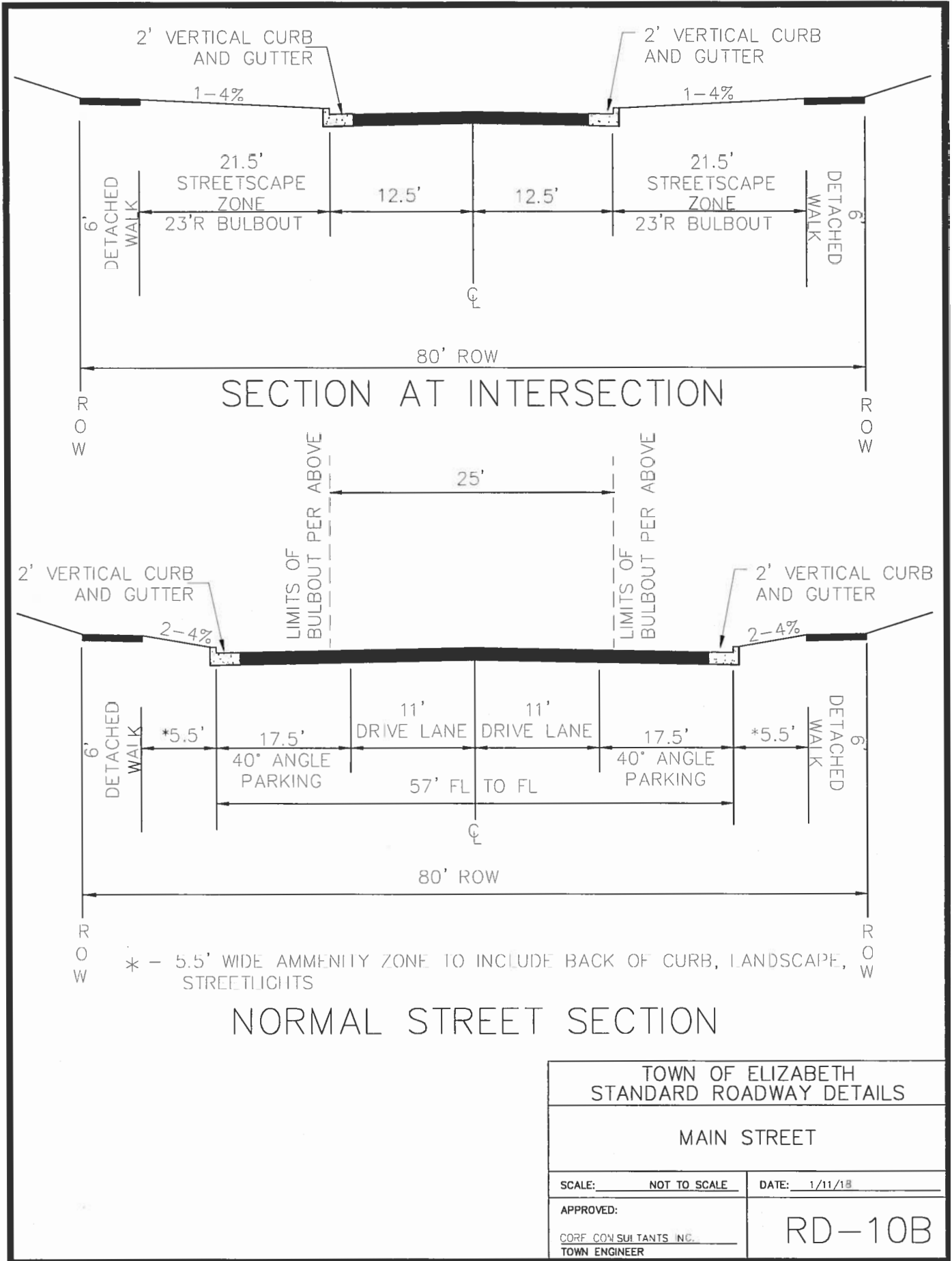
  
\_\_\_\_\_  
H. Clay Hurst, Mayor

ATTEST

  
\_\_\_\_\_  
Amanda W. Moore, Town Clerk



# Exhibit A



**RESOLUTION 23R31**

**A RESOLUTION REPEALING RESOLUTION 18R04 REGARDING THE PRIOR APPROVAL OF THE MAIN STREET CROSS SECTIONS PURSUANT TO ELIZABETH MUNICIPAL CODE SECTION 16-3-140, AND ESTABLISHING AND APPROVING A REVISED MAIN STREET CROSS SECTION**

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

1. On February 13, 2018, by means of Resolution 18R04, the Board of Trustees for the Town of Elizabeth approved the Main Street Cross Sections pursuant to Elizabeth Street Standards and Specifications pursuant to 16-3-140 of the Town of Elizabeth Municipal Code. By and through this Resolution 23R31 the Resolution 18R04 is hereby repealed.

2. The Main Street Cross Sections, attached hereto as **Exhibit A**, are hereby approved, and made a part of the Town of Elizabeth Street Standards and Specifications pursuant to Section 16-3-140 of the Town of Elizabeth Municipal Code.

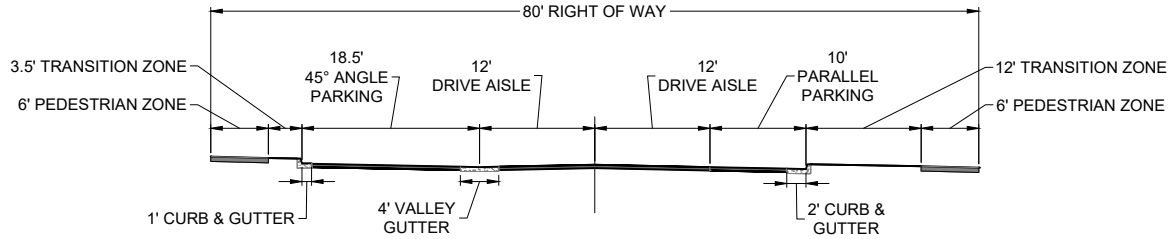
PASSED, APPROVED, and ADOPTED this 22nd day of August 2023, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.

\_\_\_\_\_  
Nick Snively, Mayor

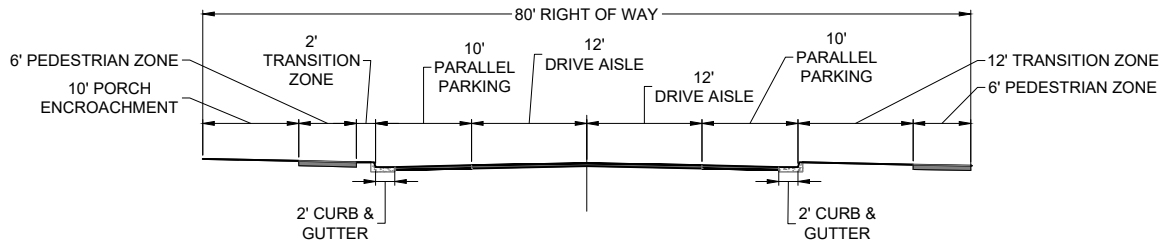
ATTEST:

\_\_\_\_\_  
Michelle M. Oeser, Town Clerk

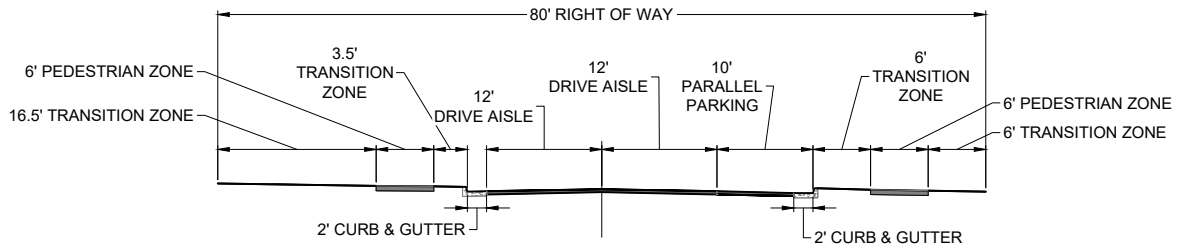
# EXHIBIT A



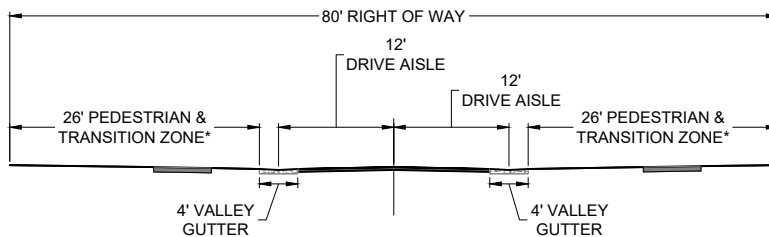
**KIOWA AVE TO BROADWAY ST - FACING NORTH**



**BROADWAY ST TO ELM ST - FACING NORTH**



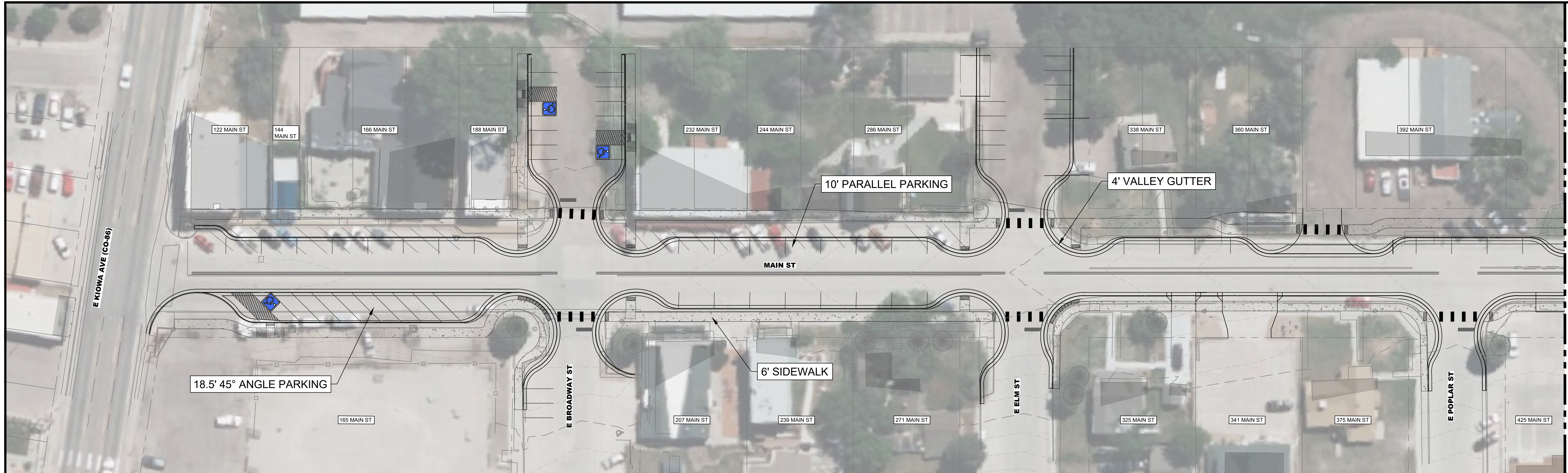
**ELM ST TO WALNUT ST - FACING NORTH**



**INTERSECTION BULB OUTS**

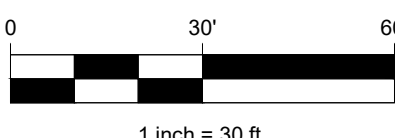
\* HORIZONTAL LOCATION OF SIDEWALK VARIES AT EACH INTERSECTION

2021-09-11 (4:37 PM) Tyler Vothsch X:\1910-000 Elizabeth Main Street Streetscape\CIVCAD\Model CROSS-SECTIONS.dwg CORE-SECTIONS.rvt



MATCH LINE I

MATCH LINE I



ELIZABETH  
MAIN ST STREETScape  
EXHIBIT 24 X 36

CREATED BY: TCV
DATE: 08/14/23
JOB NO. 10-010-069
SHEET 1

**CORE** CORE CONSULTANTS, INC.  
3473 S. BROADWAY  
ENGLEWOOD, CO 80113  
303.703.4444  
LIVEYOURCORE.COM

LAND DEVELOPMENT  
ENERGY  
PUBLIC INFRASTRUCTURE

B:\12023\066 AM - X\10-010-069 ELIZABETH MAIN STREET STREETScape\EXHIBITS\2023\_08\_24 PUBLIC MEETING\PROJECT LAYOUT.DWG



## TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** Honorable Mayor and Board of Trustees  
**FROM:** Zach Higgins, AICP Community Development Director  
**DATE:** August 22, 2023  
**SUBJECT:** Revitalizing Main Street Grant Opportunity 2

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### SUMMARY

Colorado Department of Transportation is continuing to accept applications for their Revitalizing Main Street Opportunity 2 Grant. The grant funds up to \$250,000 with a required 10% local match. The grant program is funded through 2032. A single applicant is allowed to apply and receive an award once per year, every year.

This grant could be utilized to build out a portion of the Main Street Streetscape project. The deadline staff is aiming to submit an application by is September 27<sup>th</sup>, 2023, for an October 2023 review. Staff can continue to pursue additional RMS Opportunity 2 grants, as well as other grant funding as they are made available.

### STAFF RECOMMENDATION

The Main Street Board of Directors has formally recommended that Staff seek approval from the Board of Trustees to pursue funding through the Revitalizing Main Street Grant Opportunity 2 for Main Street Streetscape build-out. Staff also seeks a Letter of Support from the Board of Trustees to submit with the grant application. In addition, Staff seeks a formal motion agreeing to allocate \$25,000 towards the Main Street Streetscape Project if the grant is received.

### ATTACHMENT(S)

RMS Opportunity 2 Program Information

## Revitalizing Main Streets (RMS)

### Opportunity 2: Small Multimodal and Economic Resiliency Grant

## Eligibility Rules

### Overview

This grant program is to fund active transportation infrastructure improvements that will support downtown vitality and the built environment, encourage economic development, support community access to public streets and multimodal transportation, and imagine innovative uses of public spaces for people.

### Eligibility



Maximum CDOT grant award per project: \$250,000. Minimum grant award per project: \$10,000.

*Note:* Minimum match amount required is 10% of total project cost.



Projects must be located in the state of Colorado. On-CDOT system and off-CDOT system projects are eligible. *Note:* if a project impacts a state right of way, a Special Use Permit is required.



Expenses that are exempt from award, if awarded:

- Planning, design or community engagement expenses are not allowed. Readiness to build the project is part of the scoring criteria, and the CDOT funded portion of the project must be fully constructed within 12 months.
- Work completed prior to contract execution with CDOT is not eligible for reimbursement nor can it count toward the 10% match requirement.
- Staff or volunteer time is not eligible to meet the match requirements.
- Additional costs for an existing CDOT Safer Main Streets or RMS grant award



Applicants must be one of the following:

- Local Governments
- Business Improvement Districts
- Council of Governments, on behalf of a local jurisdiction and with proof of support from that local jurisdiction
- University or College

Project Types: A non-exhaustive list of project types examples is below:

- Expand sidewalks to increase ADA accessibility, or extend current sidewalks;
- Increase walking trails throughout downtown areas;
- Add separated bicycle lanes;
- Increase street landscaping with a landscaped street buffer, street trees or planter boxes in walking areas or sidewalks;
- Reduced speed limits to allow for safer walking and biking;
- Add a parklet into the downtown area;



- Increase pedestrian amenities such as benches, sidewalk lighting or drinking water fountains in walking or bicycle riding areas of downtown districts
- Public art features may be included to enhance safety and encourage multimodal choices, not to exceed 10% of the grant request.

### Application & Review Process

1. Complete and submitted [applications](#) will be reviewed. A few items to note:
  - Applicants shall acknowledge within the application their responsibility to follow all applicable federal (such as ADA) and state laws, and commit to comply with their local procurement codes that identify appropriate competitive bidding procedures.
  - Projects requiring local agency concurrence (projects involving transit service, facilities, maintenance, within rights-of-way, or otherwise in need of involvement) must provide an official agency response from the applicable CDOT Region staff with the application submission.
  - If the applicant intends to use State Right-Of-Way as part of their Revitalizing Main Streets application, a special use permit will be required. Be aware the special use permit may require you to submit additional information, and may extend your preparation timeline. The online permit can be found at the following link: <https://www.codot.gov/business/permits/utilitiesspecialuse/online-permit-application>. Once the online permit is submitted please email your CDOT region contact. *Note:* they are only the contact for your permit, not for your grant award.
  - If approved, the submitted and approved application scope becomes the work agreement that the applicant at a minimum must complete.
2. [Applications](#) may be submitted at any time to [cdotmainstreets@state.co.us](mailto:cdotmainstreets@state.co.us). Application deadlines will be the last Wednesday of *every other month*. Applications will be reviewed two weeks after submission and applicants will be notified of the review committee decision within two weeks after a decision is made. Deadlines for the 2023 reviews are as follows:

Submission Deadline	Application Review Date (Week of)	Notice of Review Committee Decision (Week of )
January 25, 2023	Feb. 6-10	Feb. 20-24
February 22, 2023	March 6-10	March 20-24
March 29, 2023	April 10-14	April 24-28
May 31, 2023	June 12-16	June 26-30
July 26, 2023	Aug. 7-11	Aug. 21-25
September 27, 2023	Oct. 9-13	Oct. 23-27
November 29, 2023	Dec. 11-15	Dec. 18-22

3. Grants will be reviewed by a panel that will score and evaluate projects. Review committee panel may include staff from various CDOT and state agency divisions, including:

- CDOT Division of Transportation Development
- CDOT Region representatives (Traffic and Engineering)
- CDPHE Representative
- CEO Representative
- DOLA Representative

4. The review committee scoring process will work as follows:

- The minimum score for a project to be eligible for an award is 80 points. A score of 80 or above, however, does not guarantee funding or approval. The top 2-3 scores for that review committee session are awarded grants. Projects that scored an 80 but were not awarded (due to monthly budget) may be asked to resubmit for future reconsideration.
- Evaluation criteria is as follows:

Category	Summary	Point Criteria (0-30)	Weight (%)
<b>Downtown Vitality and the Built Environment</b>	Supports downtown vitality and a built environment that encourages economic development, healthy active lifestyles, and a mix-of-uses. Supports local community goals that are appropriate for the size and context of the community (urban, rural, mountain resort, suburban, large, small, high-revenue, low-revenue, etc)	5: The project is highly exceptional in its support of vitality of downtowns, community gathering spaces, and/or built environment best practices. It is appropriate for community context, encouraging active use of public space within the streetscape or other community gathering places. The applicant demonstrates how the project fits into a larger strategy to create vitality in the area. 4: The project provides clear benefits in the above areas. 3: The project provides some benefits in the above areas, but is not above average. 2: The project provides little benefits in the above areas. 1: The project will have no positive impacts on the vitality and the built environment.	<b>35%</b>
<b>Active Transportation and Safety</b>	Supports community access to public streets and multimodal transportation infrastructure that safely accommodates all	5: The project installs long-term multimodal infrastructure improvements, increasing access and safety for all modes of transportation; including pedestrian and bike crossings, intersection improvements, signage, 4: The project installs temporary multimodal infrastructure improvements, increasing	<b>35%</b>



	modes of travel.	access and safety for multiple modes of transportation. 3: Improvement to one mode of multimodal transportation 2: Improvement to multimodal transportation is not specifically referenced or implied, but is addressed in other ways. 1: Improvement to multimodal transportation is unclear. 0: Project has no tangible components that will improve access to ROW for all modes of travel (i.e. Long-term studies) <u>or</u> the project hinders access to ROW for multimodal transportation.	
<b>Readiness of Implementation</b>	The degree to which a project is “shovel ready,” offering quick, tangible benefits to communities.  Include a Project Schedule with Milestone dates.	Based on the project schedule provided: 5: Project is substantially completed within 12 months after PO execution. Substantial completion excludes seasonal dependencies and supply chain delays. 0: The project will take longer than 12 months or is already implemented (ineligible).	<b>10%</b>
<b>Equity and access for low-income and disadvantaged users</b>	Describes how the project addresses safe access to opportunity and mobility for residents of all ages, races, languages, incomes and abilities, including vulnerable users.	5: Project is within, or will positively impact, a community that experiences disadvantages or disadvantaged groups, and clearly describes how it will address equity and accessibility. 3: Project presents reasonable strategies to address equity and accessibility. 1: Project does not address equity or accessibility 0: Project hinders equity and accessibility.	<b>10%</b>
<b>Public Support/ relationship to community plans</b>	The extent to which the applicant demonstrates public support.	Applicants may demonstrate public support through either: the project's connection to community plans created with community input (preferred), OR letters of public support.	<b>5%</b>
<b>Local Match</b>	A local match of 10% is required.	Eligible - Match details provided in application Ineligible - No Match details provided in application.	<b>N/A</b>
<b>Other Considerations:</b> Innovation, Value of project benefits in relation to amount of CDOT funds requested, Scalability, Cost-Benefit, and Regional Equity			<b>5%</b>



Innovation	Imagines innovative uses of public spaces to accommodate our new reality.	Innovative ideas that do not adhere to traffic control requirements will not be approved for funding. Be sure to check safety and traffic codes before submitting applications.	
Scalability	Program activities are scalable and can begin quickly and easily.		
Cost-Benefit	Makes efficient use of funds and maximizes community benefit.		
Regional Equity	Regional Equity will be considered at a program level		

**Project Awards and Implementation**

Awarded projects must be able to fully implement the project within 12 months of receiving a fully-executed Purchase Order, excluding seasonal dependencies and unexpected supply chain delays. Applicants must provide a Project Schedule with estimated project milestones. Time extensions may only be granted for extenuating circumstances outside the control of the applicant (supply chain issues, lack of bids from contractors, construction reprioritizations due to emergency responses, etc).

Each applicant awarded funds will enter into an agreement with the Colorado Department of Transportation (CDOT) to implement. CDOT is the ultimate steward of these state funds. All awarded projects must agree to the [grant terms and conditions](#). Among other requirements in the agreement, CDOT will specify requirements for status reporting and reimbursement requests.

This is a reimbursement grant program, which means grantees must submit invoices to CDOT to then be reimbursed for project activity costs included in this application. Expenses incurred before contract execution are not eligible for reimbursement.

At the completion of the project, applicants shall submit a [close-out report](#) with photographs of completed improvements, narrative and data points representing the outcomes and the affirmation of the responsible party that all improvements were made in accordance with the representations (including any plans or specifications) identified in the grant application, scope of work, and any subsequent changes to the scope of work approved by CDOT. Among other requirements in the agreement, approved applicants may be required to report data on utilization, safety, delivery and traffic implications of the awarded project. If any element of the project varied from the above representations, the applicant shall identify them and provide an explanation for the changes. Select applicants may be required to attend a post-project debrief with CDOT and other state agency staff.



August 22, 2023

## Management Team Updates

### ***Community Development – Zach Higgins***

- The Main Street Board and Staff have given DOLA approval to move forward with the contract with DHM and CORE Engineering to provide services for the Main Street Monument Sign. The first design meeting was held on June 26<sup>th</sup> at Town Hall. Stakeholders were in attendance to give DHM direction. The second meeting took place on August 14<sup>th</sup> where the gateway over Main Street option was chosen.
- The MSBOD and HAB have given formal recommendation of a request to include a façade improvement grant in the Town budget for 2024. The BOT has given direction for Staff to work on the creation of the program.
- The HAB continues to work on the creation of the first Historic District in Town and updates to the Design Guidelines in relation to Historic and adjacent buildings. June 12<sup>th</sup> was the second public meeting to get feedback regarding the district and design guidelines. HAB will be pursuing individual property owner feedback.
- The HAB has formally designated 09/30/2023 for this year’s Walk and Talk.
- The HAB will be starting their Oral History program in the coming weeks.
- The MSBOD is continuing their work on creating a 5k event to occur at 8am on 09/23/2023.
- The Planning Commission has completed their Planning Commissioner Training series from the American Planning Association. They have completed their Referral Agency Training Series.
- Manny with CORE Engineering presented the Streetscape options based on the requested block-by-block analysis on June 27<sup>th</sup>. The BOT has given a recommendation to update the Cross-Sections based on this analysis.
- CDOT is in the process of deeding remnant parcels of land to the Town adjacent to the CR-13 realignment.
- Staff has been working to assign new addresses to mostly multi-tenant commercial properties in Town to facilitate mail delivery and Emergency Services.

### ***Town Clerk – Michelle Oeser***

- Staff are starting to look at the Senior Basket project. Last year the Board donated the funds to purchase the bags that all the donated items were put into. Staff are pursuing sponsors to supply bags this year. Would the Board like to donate funds to purchase items to put into the basket? The Board has a \$3,000 budget for contributions and sponsorships. Currently, you have sponsored in the amount of \$1350.00. Some things the Board will want to consider for future possible contributions are non-profits (EHS) that participate in the Mayor’s Tree Lighting. Just a couple of thoughts. The Board has \$1,650.00 left in the contribution/sponsorship budget for 2023.
- Staff spoke with Paradigm Shows about a Home Show they are putting on at Messer Arena in January. This will be a 3-day event with not only for-profit vendors, non-profit vendors, but also what they are calling the Community Show. I would like to discuss with the Board about the Town having a spot at this show. It would be a good opportunity to showcase all that Elizabeth is. Participating would involve people from departments, Boards, and the Commission to cover t


table and share information. Staff would like to know if the Board would like to participate in this event. I can give more details during management reports. I have included a sample flyer.

- Along with this report you will find Michelle's 5-year of service Appreciation Certificate.
- In the last Manager's report I brought up the question about what the Board would like to do for the Movie Bash. There will be a Town table at the event with cookies, tattoos, and stickers. Staff is planning to be at the table, or if the Board would rather be at the table, please let me know.

***Police – Chief Engel***

 See attached report

***Public Works and Utilities – Mike DeVol***

 No report

PARADIGM SHOWS PRESENTS

# MESSER ARENA HOME SHOW

January 26-28th 2024  
Friday 12 pm - 8 pm  
Saturday 10 am - 6 pm  
Sunday 11 am - 4 pm

## COMMUNITY PARTNERS

- Elizabeth Brewing Company
- Catalina's Diner
- Chamber of Commerce
- Local bands

## BROUGHT TO YOU BY

Lifetime Bath & Shower

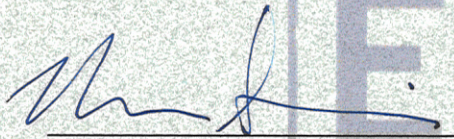


# Certificate of Appreciation

This certificate is presented to:

*Michelle Ceser*

In recognition for 5 years of outstanding service to the Town of Elizabeth



Mayor Nick Snively



Administrator Patrick Davidson



*“We applaud the determination and effort you have demonstrated during your time with us. We look forward to seeing all of the great things we know you will accomplish in the upcoming years!”*

TOWN OF ELIZABETH  
 COMBINED CASH INVESTMENT  
 JUNE 30, 2023

COMBINED CASH ACCOUNTS

99-104201	COLOTRUST INVESTMENT ACCOUNT	14,275,791.24
99-104202	CORE ARPA ACCOUNT	356,513.87
99-104203	CORE INVESTMENT ACCOUNT	4,591,027.78
99-105200	CBOC (WATER SEWER)	833,105.54
		<hr/>
	TOTAL COMBINED CASH	20,056,438.43
99-100001	CASH ALLOCATED TO OTHER FUNDS	( 20,056,438.43)
		<hr/>

TOTAL UNALLOCATED CASH .00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,099,321.06
21	ALLOCATION TO STREET FUND	939,214.85
31	ALLOCATION TO CAPITAL IMPROVEMENT FUND	9,224,157.68
32	ALLOCATION TO STREET CAPITAL IMPROVEMENT FND	3,605,712.24
52	ALLOCATION TO WATER SEWER FUND	3,188,032.60
		<hr/>

	TOTAL ALLOCATIONS TO OTHER FUNDS	20,056,438.43
	ALLOCATION FROM COMBINED CASH FUND - 99-100001	( 20,056,438.43)
		<hr/>

ZERO PROOF IF ALLOCATIONS BALANCE .00

TOWN OF ELIZABETH  
BALANCE SHEET  
JUNE 30, 2023

GENERAL FUND

ASSETS

10-100001	CASH IN COMBINED CASH FUND	3,099,321.06	
10-101000	PETTY CASH	200.00	
10-101100	PETTY CASH- POLICE DEPT	100.00	
10-110000	PROPERTY TAXES RECEIVABLE	253,262.21	
10-115000	ACCOUNTS RECEIVABLE	323,771.93	
	TOTAL ASSETS		3,676,655.20

LIABILITIES AND EQUITY

LIABILITIES

10-201000	ACCRUED SALARIES PAYABLE	( 2,212.50)	
10-202000	ACCOUNTS PAYABLE	( 369.15)	
10-202200	RESTITUTION PAYABLE--MUNI. CT.	2,295.19	
10-202201	COURT BONDS POSTED	590.00	
10-202202	OJW/WARRANT FEE DUE TO DMV	103.98	
10-202203	PERFORMANCE BONDS PAYABLE	65,714.39	
10-202300	AP TO ELBERT CO.--BLGUTX SHARE	36,619.09	
10-217100	FPPA CONTRIBUTIONS PAYABLE	797.97	
10-217200	SOC SEC TAXES PAYABLE	( 33.51)	
10-217201	MEDICARE TAXES PAYABLE	5.34	
10-217300	FED'L WITHHOLDING TAXES PAYABL	4.96	
10-217400	STATE WITHHOLDING TAXES PAYABL	4,467.00	
10-217500	HEALTH INSURANCE PAYABLE	( 891.71)	
10-217501	PRETAX SUPPLEMENTAL INSURANCE	( 16.15)	
10-217502	AFTER TAX SUPPLEMENTAL INS	98.38	
10-217600	UNEMPLOYMENT INSURANCE PAYABLE	783.72	
10-217603	WORKERS' COMP. INS. PAYABLE	32,405.03	
10-219000	457 CONTRIBUTIONS PAYABLE	( 14.05)	
10-219200	SALES TAX PAYABLE	75.32	
10-222001	DEFERRED REVENUE - ARPA	303,828.76	
10-250022	LENNAR	2,975.43	
10-250039	SCARLETT CREEK SUBDIVISION	80.04	
10-250041	MAIN STREET STATION	259.21	
10-250051	HENDERSON REPLAT	461.05	
10-250054	ZIGGI'S COFFEE	3,183.20	
10-250055	CLEARY BUILDING	( 2,296.07)	
10-250056	MCDONALDS IGA	3,404.00	
10-250057	ANNA'S CAR WASH IGA	654.00	
10-250060	PINE RIDGE CROSSING (NEW)	( 2,104.00)	
10-250061	LENNAR AT LEGACY VILLAGE	( 19,617.20)	
10-250062	ELIZABETH STREET PLAZA	1,186.86	
10-250063	WALNUT GROVE	7,043.90	
10-250064	MBP ENTERPRISES INC.	790.41	
10-250065	144 MAIN STREET	( 618.75)	
10-250067	BRAKES PLUS	3,500.00	
10-250068	SPRINT SITE PLAN	500.00	
10-250069	FITZGERALD CONDOMINIUMS	2,000.00	
	TOTAL LIABILITIES		445,654.14

FUND EQUITY

TOWN OF ELIZABETH  
BALANCE SHEET  
JUNE 30, 2023

GENERAL FUND

10-280000	FUND BALANCE		2,455,725.59	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>775,275.47</u>		
	BALANCE - CURRENT DATE		<u>775,275.47</u>	
	TOTAL FUND EQUITY			<u>3,231,001.06</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>3,676,655.20</u></u>

TOWN OF ELIZABETH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
10-31-1000	CURRENT PROPERTY TAXES	245,761.50	764,990.61	750,000.00 (	14,990.61) 102.0
10-31-2000	SPECIFIC OWNERSHIP TAX	12,264.09	58,878.35	115,000.00	56,121.65 51.2
10-31-3100	1% NON-TABOR SALES TAX	89,940.49	504,595.44	1,000,000.00	495,404.56 50.5
	<b>TOTAL TAX</b>	<b>347,966.08</b>	<b>1,328,464.40</b>	<b>1,865,000.00</b>	<b>536,535.60 71.2</b>
<u>LICENSES &amp; PERMITS</u>					
10-32-1000	FRANCHISE TAX	.00	66,606.58	80,000.00	13,393.42 83.3
10-32-2000	BUILDING PERMIT	43,178.96	123,085.53	150,000.00	26,914.47 82.1
10-32-2100	PASSPORT EXECUTION FEES	1,155.00	4,515.00	.00 (	4,515.00) .0
10-32-2200	PASSPORT PHOTO FEES	279.00	954.00	.00 (	954.00) .0
10-32-2300	BAG FEES	.00	3,411.96	.00 (	3,411.96) .0
10-32-3000	OTHER LICENSES, FEES AND CHG	7,353.63	25,201.66	30,000.00	4,798.34 84.0
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>51,966.59</b>	<b>223,774.73</b>	<b>260,000.00</b>	<b>36,225.27 86.1</b>
<u>INTERGOVERNMENTAL</u>					
10-33-2000	CIGARETTE TAX	522.89	2,581.15	3,000.00	418.85 86.0
10-33-3000	CONSERVATION TRUST FUND	3,299.01	7,502.07	10,000.00	2,497.93 75.0
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>3,821.90</b>	<b>10,083.22</b>	<b>13,000.00</b>	<b>2,916.78 77.6</b>
<u>SOURCE 34</u>					
10-34-1000	GRANTS	.00	.00	50,000.00	50,000.00 .0
	<b>TOTAL SOURCE 34</b>	<b>.00</b>	<b>.00</b>	<b>50,000.00</b>	<b>50,000.00 .0</b>
<u>EARMARKED FUNDS / MISCELLANEOU</u>					
10-36-1000	INTEREST	14,120.42	69,735.96	8,000.00 (	61,735.96) 871.7
10-36-3100	FINES AND FOREFEITURES	4,989.80	40,753.33	73,000.00	32,246.67 55.8
10-36-4000	PUBLIC IMPROVEMENT FEE	70,702.80	386,989.12	710,000.00	323,010.88 54.5
10-36-7000	POLICE REVENUE	958.27	18,692.33	35,000.00	16,307.67 53.4
10-36-9000	OTHER REVENUE	.00	11,145.24	.00 (	11,145.24) .0
	<b>TOTAL EARMARKED FUNDS / MISCELLANEOU</b>	<b>90,771.29</b>	<b>527,315.98</b>	<b>826,000.00</b>	<b>298,684.02 63.8</b>

TOWN OF ELIZABETH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>OTHER FUNDS</u>					
10-39-7000 TRANSFER FROM WATER FUND	14,583.33	87,499.98	175,000.00	87,500.02	50.0
10-39-7003 TRANSFER FROM CAP IMP FUND	4,583.33	27,499.98	55,000.00	27,500.02	50.0
10-39-7004 TRANSFER FROM STREET CAP FUND	4,166.67	25,000.02	50,000.00	24,999.98	50.0
<b>TOTAL OTHER FUNDS</b>	<b>23,333.33</b>	<b>139,999.98</b>	<b>280,000.00</b>	<b>140,000.02</b>	<b>50.0</b>
<b>TOTAL FUND REVENUE</b>	<b>517,859.19</b>	<b>2,229,638.31</b>	<b>3,294,000.00</b>	<b>1,064,361.69</b>	<b>67.7</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TOWN CLERK</u>					
10-41-1100 SALARIES & WAGES	15,396.23	89,405.47	189,000.00	99,594.53	47.3
10-41-1150 TOWN CLERK SALARY	7,081.20	42,809.39	96,800.00	53,990.61	44.2
10-41-1300 OVERTIME	.00	153.49	.00	( 153.49)	.0
10-41-1400 WORKERS' COMPENSATION	26.99	158.90	372.00	213.10	42.7
10-41-1500 HEALTH INSURANCE	5,969.20	35,661.85	58,000.00	22,338.15	61.5
10-41-1550 RETIREMENT	1,123.88	6,238.51	8,000.00	1,761.49	78.0
10-41-1600 FICA	1,674.88	22,485.10	21,864.00	( 621.10)	102.8
10-41-1700 COLO UNEMPLOYMENT	44.95	264.71	857.00	592.29	30.9
10-41-1800 TUITION REIMBURSEMENT	960.00	4,241.28	10,000.00	5,758.72	42.4
10-41-1825 MEMBERSHIPS - EMPLOYEE	210.00	549.16	1,500.00	950.84	36.6
10-41-1850 TRAINING, TRAVEL AND LODGING	153.31	1,321.18	13,000.00	11,678.82	10.2
10-41-2500 AUDIT	.00	26,000.00	28,000.00	2,000.00	92.9
10-41-3000 COMMUNITY ENGAGEMENT	288.82	1,466.13	3,400.00	1,933.87	43.1
10-41-3200 CONTRACTED SERVICES	50.00	150.00	5,000.00	4,850.00	3.0
10-41-3320 CONTRIBUTIONS AND SPONSORSHIPS	.00	750.00	3,000.00	2,250.00	25.0
10-41-3350 COUNTY TREASURER & OTHER FEES	4,918.34	15,307.00	18,000.00	2,693.00	85.0
10-41-3400 LEGAL PUBLICATIONS	20.00	1,426.81	11,000.00	9,573.19	13.0
10-41-3450 ELECTIONS	2,278.79	8,388.91	25,000.00	16,611.09	33.6
10-41-4000 BLDG MAINT AND REPAIRS	426.24	( 1,981.49)	12,000.00	13,981.49	( 16.5)
10-41-4400 EQUIPMENT AND MAINT	3,897.00	6,479.24	12,000.00	5,520.76	54.0
10-41-4500 FURNITURE	.00	511.16	3,500.00	2,988.84	14.6
10-41-4600 OFFICE SUPPLIES	574.64	5,621.05	11,000.00	5,378.95	51.1
10-41-4700 POSTAGE	( 80.85)	2,983.24	15,500.00	12,516.76	19.3
10-41-4800 TELEPHONE AND INTERNET	1,280.92	7,321.38	15,500.00	8,178.62	47.2
10-41-4900 UTILITIES	683.18	3,924.33	8,000.00	4,075.67	49.1
10-41-5100 HUMAN RESOURCES - CONTRACTED	.00	.00	5,000.00	5,000.00	.0
10-41-5250 IT - CONTRACTED	54.95	11,463.83	33,000.00	21,536.17	34.7
10-41-5300 IT - HARDWARE	190.08	190.08	20,000.00	19,809.92	1.0
10-41-5325 IT - SOFTWARE PURCHASES	.00	.00	2,000.00	2,000.00	.0
10-41-5350 IT - SOFTWARE CONTRACTS	2,058.00	23,766.55	45,000.00	21,233.45	52.8
10-41-5400 INSURANCE	2,500.00	56,647.03	116,000.00	59,352.97	48.8
10-41-5500 LEGAL - CONTRACTED	5,501.17	17,647.39	60,000.00	42,352.61	29.4
10-41-5600 MEMBERSHIPS - TOWN	600.70	6,041.28	13,000.00	6,958.72	46.5
10-41-5700 PUBLIC RELATIONS	748.07	2,902.72	5,000.00	2,097.28	58.1
10-41-5800 TOWN HALL EVENTS	.00	.00	8,500.00	8,500.00	.0
10-41-9000 OTHER	619.24	3,208.89	7,500.00	4,291.11	42.8
<b>TOTAL TOWN CLERK</b>	<b>59,249.93</b>	<b>403,504.57</b>	<b>885,293.00</b>	<b>481,788.43</b>	<b>45.6</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>JUDICIAL</u>					
10-42-1200 SALARIES & WAGES- MUNI JUDGE	1,438.53	6,473.37	15,000.00	8,526.63	43.2
10-42-1300 SALARIES & WAGES- ASST JUDGE	.00	1,438.52	4,000.00	2,561.48	36.0
10-42-1400 STATE COMP	40.13	220.74	500.00	279.26	44.2
10-42-1600 FICA	110.05	605.25	1,500.00	894.75	40.4
10-42-1700 COLO UNEMPLOYMENT	2.88	15.84	60.00	44.16	26.4
10-42-1825 MEMBERSHIPS - EMPLOYEE	.00	50.00	.00	( 50.00)	.0
10-42-1850 TRAINING, TRAVEL AND LODGING	.00	1,183.94	2,600.00	1,416.06	45.5
10-42-3200 COURT PROSECUTOR - CONTRACTED	3,430.00	6,897.50	12,000.00	5,102.50	57.5
10-42-9000 OTHER	.00	383.83	1,000.00	616.17	38.4
<b>TOTAL JUDICIAL</b>	<b>5,021.59</b>	<b>17,268.99</b>	<b>36,660.00</b>	<b>19,391.01</b>	<b>47.1</b>
<u>LEGISLATURE</u>					
10-43-1100 BOT - SALARIES & WAGES	1,250.00	6,200.00	14,400.00	8,200.00	43.1
10-43-1200 PC - COMPENSATION	250.00	1,150.00	3,600.00	2,450.00	31.9
10-43-1400 BOT - WORKERS' COMPENSATION	.63	2.53	9.00	6.47	28.1
10-43-1450 PC - WORKERS' COMPENSATION	.18	1.42	2.00	.58	71.0
10-43-1600 BOT - FICA	114.81	482.13	1,102.00	619.87	43.8
10-43-1650 PC - FICA	.00	80.42	275.00	194.58	29.2
10-43-1700 BOT - COLO UNEMPLOYMENT	2.40	12.00	43.00	31.00	27.9
10-43-1750 PC - COLO UNEMPLOYMENT	.60	2.70	11.00	8.30	24.6
10-43-1850 BOT - TRAIN, TRVL, LODG	80.00	140.00	8,000.00	7,860.00	1.8
10-43-3700 PC - TRAIN, TRVL, LODG	.00	1,118.36	4,000.00	2,881.64	28.0
10-43-4400 BOT - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
10-43-4450 PC - EQUIPMENT	.00	3,212.15	3,000.00	( 212.15)	107.1
10-43-5000 BOT - MEALS	.00	163.57	2,000.00	1,836.43	8.2
10-43-6000 PC - MEALS	.00	.00	250.00	250.00	.0
10-43-9000 BOT- OTHER	.00	.00	700.00	700.00	.0
<b>TOTAL LEGISLATURE</b>	<b>1,698.62</b>	<b>12,565.28</b>	<b>39,892.00</b>	<b>27,326.72</b>	<b>31.5</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>POLICE</u>					
10-46-1100 SALARIES & WAGES	66,729.32	358,014.63	850,000.00	491,985.37	42.1
10-46-1110 SALARY & BENEFITS - INTERIM	.00	27,253.37	.00	( 27,253.37)	.0
10-46-1240 CONTRACTED OVERTIME	.00	2,700.00	8,000.00	5,300.00	33.8
10-46-1300 OVERTIME	4,706.92	9,577.61	15,000.00	5,422.39	63.9
10-46-1400 WORKERS' COMPENSATION	1,857.67	9,539.77	24,324.00	14,784.23	39.2
10-46-1500 HEALTH INSURANCE	15,172.08	87,128.16	195,000.00	107,871.84	44.7
10-46-1550 RETIREMENT	810.70	4,406.50	10,000.00	5,593.50	44.1
10-46-1600 FICA	1,729.93	7,977.50	18,583.00	10,605.50	42.9
10-46-1605 FPPA	7,490.79	39,393.20	80,750.00	41,356.80	48.8
10-46-1700 COLO UNEMPLOYMENT	132.74	680.76	2,619.00	1,938.24	26.0
10-46-1825 MEMBERSHIPS - EMPLOYEE	.00	307.02	1,500.00	1,192.98	20.5
10-46-1850 TRAINING, TRAVEL AND LODGING	317.28	7,771.28	15,000.00	7,228.72	51.8
10-46-3000 COMMUNITY OUTREACH	.00	244.96	3,500.00	3,255.04	7.0
10-46-3200 CONTRACTED SERVICES	5,711.00	48,632.77	75,000.00	26,367.23	64.8
10-46-3600 MOBILE DATA LAPTOPS	424.54	1,790.89	5,000.00	3,209.11	35.8
10-46-3625 WEAPONS - LETHAL	.00	113.35	.00	( 113.35)	.0
10-46-3650 WEAPONS - NON-LETHAL	.00	.00	6,000.00	6,000.00	.0
10-46-3675 OTHER EQUIPMENT	.00	428.07	.00	( 428.07)	.0
10-46-4000 BLDG MAINT & REPAIRS	207.12	1,242.73	21,000.00	19,757.27	5.9
10-46-4300 DRUG, SCREEN, PSY & POLY TEST	.00	116.28	4,000.00	3,883.72	2.9
10-46-4400 EQUIPMENT AND MAINTENANCE	1,758.71	3,224.98	12,000.00	8,775.02	26.9
10-46-4500 FURNITURE	.00	2,369.49	5,000.00	2,630.51	47.4
10-46-4650 OFFICE SUPPLILES	503.60	2,793.58	14,000.00	11,206.42	20.0
10-46-4700 POSTAGE	9.24	228.96	1,000.00	771.04	22.9
10-46-4800 TELEPHONE & INTERNET	2,441.04	9,553.86	17,800.00	8,246.14	53.7
10-46-4900 UTILITIES	617.42	2,993.45	7,000.00	4,006.55	42.8
10-46-6400 TRAINING AND AMMUNITION	.00	130.00	3,000.00	2,870.00	4.3
10-46-6600 UNIFORMS	1,958.18	3,762.48	23,000.00	19,237.52	16.4
10-46-8050 VEHICLE MAINT & REPAIRS	493.79	9,969.03	27,500.00	17,530.97	36.3
10-46-8075 FUEL	2,502.50	11,570.73	20,000.00	8,429.27	57.9
10-46-9000 OTHER	107.81	259.31	6,000.00	5,740.69	4.3
10-46-9050 VEHICLE DEPRECIATION	.00	.00	14,640.00	14,640.00	.0
<b>TOTAL POLICE</b>	<b>115,682.38</b>	<b>654,174.72</b>	<b>1,486,216.00</b>	<b>832,041.28</b>	<b>44.0</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>PUBLIC WORKS/PARKS/BUILDINGS</u>					
10-49-1100 SALARIES & WAGES	4,136.02	23,448.64	54,856.00	31,407.36	42.8
10-49-1300 OVERTIME	107.67	1,098.87	4,200.00	3,101.13	26.2
10-49-1400 WORKERS' COMPENSATION	145.21	838.83	2,300.00	1,461.17	36.5
10-49-1500 HEALTH INSURANCE	1,029.87	5,800.06	11,000.00	5,199.94	52.7
10-49-1550 RETIREMENT	120.30	658.35	2,000.00	1,341.65	32.9
10-49-1600 FICA	317.29	1,825.85	4,518.00	2,692.15	40.4
10-49-1700 COLO UNEMPLOYMENT	8.49	49.30	177.00	127.70	27.9
10-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	150.00	150.00	.0
10-49-4000 BLDG MAINT & REPAIRS	717.04	3,268.26	20,000.00	16,731.74	16.3
10-49-4800 TELEPHONE AND CELLPHONES	378.56	1,721.37	4,800.00	3,078.63	35.9
10-49-4900 UTILITIES	434.03	2,736.15	8,000.00	5,263.85	34.2
10-49-6100 PARKS MAINTENANCE	2,461.25	8,983.23	35,000.00	26,016.77	25.7
10-49-6300 PARTS AND REPAIRS	516.99	684.31	8,000.00	7,315.69	8.6
10-49-6500 TREE CITY USA	.00	.00	2,500.00	2,500.00	.0
10-49-6600 UNIFORMS	27.84	139.53	840.00	700.47	16.6
10-49-8050 VEHICLE MAINT & REPAIRS	1.22	571.15	3,000.00	2,428.85	19.0
10-49-8075 FUEL	151.88	1,042.05	3,000.00	1,957.95	34.7
10-49-8080 DIESEL	33.05	401.04	1,200.00	798.96	33.4
10-49-9000 OTHER	.00	86.87	2,500.00	2,413.13	3.5
10-49-9050 VEHICLE DEPRECIATION	.00	.00	2,448.00	2,448.00	.0
<b>TOTAL PUBLIC WORKS/PARKS/BUILDINGS</b>	<b>10,586.71</b>	<b>53,353.86</b>	<b>170,489.00</b>	<b>117,135.14</b>	<b>31.3</b>
<u>TWN ADMINSTR</u>					
10-52-1100 SALARIES & WAGES	12,346.16	74,641.44	160,500.00	85,858.56	46.5
10-52-1400 WORKERS' COMPENSATION	14.82	89.60	193.00	103.40	46.4
10-52-1500 HEALTH INSURANCE	.00	.00	13,000.00	13,000.00	.0
10-52-1550 RETIREMENT	100.00	100.00	4,500.00	4,400.00	2.2
10-52-1600 FICA	944.48	5,713.88	12,278.00	6,564.12	46.5
10-52-1700 COLO UNEMPLOYMENT	24.70	149.33	482.00	332.67	31.0
10-52-1850 TRAINING, TRAVEL AND LODGING	.00	.00	2,500.00	2,500.00	.0
10-52-1900 ALLOWANCES	3,230.75	3,230.75	3,900.00	669.25	82.8
10-52-3900 CELL PHONES	100.00	300.00	1,200.00	900.00	25.0
<b>TOTAL TWN ADMINSTR</b>	<b>16,760.91</b>	<b>84,225.00</b>	<b>198,553.00</b>	<b>114,328.00</b>	<b>42.4</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>COMM DEV</u>					
10-53-1100 SALARIES & WAGES- COMM DEV	16,855.70	83,840.03	226,000.00	142,159.97	37.1
10-53-1300 OVERTIME COMMUNITY DEVELOPMENT	.00	103.50	500.00	396.50	20.7
10-53-1400 WORKERS' COMPENSATION	20.22	71.16	271.00	199.84	26.3
10-53-1500 HEALTH INSURANCE	3,971.21	21,845.25	34,000.00	12,154.75	64.3
10-53-1550 RETIREMENT	554.32	3,042.56	7,000.00	3,957.44	43.5
10-53-1600 FICA	1,262.50	6,253.27	17,289.00	11,035.73	36.2
10-53-1700 COLO UNEMPLOYMENT	33.72	167.75	680.00	512.25	24.7
10-53-1825 MEMBERSHIPS - EMPLOYEE	.00	60.00	1,400.00	1,340.00	4.3
10-53-1850 TRAINING, TRAVEL AND LODGING	648.56	2,909.13	7,000.00	4,090.87	41.6
10-53-2500 COMMUNITY EVENTS	1,432.48	29,436.01	60,000.00	30,563.99	49.1
10-53-3000 BUILDING PERMITS	4,760.64	49,891.29	115,000.00	65,108.71	43.4
10-53-3200 CONTRACTED SERVICES	2,476.75	13,254.63	30,000.00	16,745.37	44.2
10-53-3425 ELIZABETH MAIN STREET	1,615.72	8,575.86	33,000.00	24,424.14	26.0
10-53-3450 HISTORIC ADVISORY BOARD	610.01	2,680.30	37,000.00	34,319.70	7.2
10-53-3475 MARKETING MATERIALS & PUBL	906.02	2,096.54	5,000.00	2,903.46	41.9
10-53-3900 CELL PHONE	.00	50.00	1,000.00	950.00	5.0
10-53-4000 GIS	.00	.00	800.00	800.00	.0
10-53-4400 EQUIPMENT AND MAINTENANCE	3,275.82	3,337.81	1,500.00	( 1,837.81)	222.5
10-53-4500 FURNITURE	.00	339.96	750.00	410.04	45.3
10-53-4600 OFFICE SUPPLIES	.00	294.77	2,000.00	1,705.23	14.7
10-53-4700 POSTAGE	.00	.00	2,500.00	2,500.00	.0
10-53-4800 TELEPHONE AND CELLPHONES	75.00	225.00	.00	( 225.00)	.0
10-53-9000 OTHER	.00	795.60	500.00	( 295.60)	159.1
<b>TOTAL COMM DEV</b>	<b>38,498.67</b>	<b>229,270.42</b>	<b>583,190.00</b>	<b>353,919.58</b>	<b>39.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>247,498.81</b>	<b>1,454,362.84</b>	<b>3,400,293.00</b>	<b>1,945,930.16</b>	<b>42.8</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>270,360.38</b>	<b>775,275.47</b>	<b>( 106,293.00)</b>	<b>( 881,568.47)</b>	<b>729.4</b>

TOWN OF ELIZABETH  
BALANCE SHEET  
JUNE 30, 2023

STREET FUND

ASSETS

21-100001	CASH IN COMBINED CASH FUND	939,214.85	
21-115000	ACCOUNTS RECEIVABLE	81,119.70	
		<u>                    </u>	
	TOTAL ASSETS		<u><u>1,020,334.55</u></u>

LIABILITIES AND EQUITY

LIABILITIES

21-201000	ACCRUED SALARIES PAYABLE	( 337.50)	
21-202000	ACCOUNTS PAYABLE	( 1,107.45)	
21-203000	GUARDRAIL MAINTENANCE	10,000.00	
		<u>                    </u>	
	TOTAL LIABILITIES		8,555.05

FUND EQUITY

21-280000	FUND BALANCE	955,344.99	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>56,434.51</u>	
	BALANCE - CURRENT DATE	<u>56,434.51</u>	
	TOTAL FUND EQUITY		<u><u>1,011,779.50</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,020,334.55</u></u>

TOWN OF ELIZABETH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAXES</u>					
21-31-3000 GENERAL SALES TAX	13,491.07	73,000.66	150,000.00	76,999.34	48.7
21-31-4000 USE TAX	2,486.23	10,482.39	10,000.00	( 482.39)	104.8
<b>TOTAL TAXES</b>	<b>15,977.30</b>	<b>83,483.05</b>	<b>160,000.00</b>	<b>76,516.95</b>	<b>52.2</b>
<u>INTERGOVERNMENT</u>					
21-33-1000 HIGHWAY USERS TAX	5,270.63	34,962.70	60,000.00	25,037.30	58.3
21-33-1050 ROAD & BRIDGE	43,724.91	87,449.82	150,000.00	62,550.18	58.3
21-33-6100 M.V. REGISTRATION (\$1.50)	271.02	1,508.41	5,000.00	3,491.59	30.2
21-33-6200 M.V. REGISTRATION (\$2.50)	610.31	3,296.72	7,200.00	3,903.28	45.8
<b>TOTAL INTERGOVERNMENT</b>	<b>49,876.87</b>	<b>127,217.65</b>	<b>222,200.00</b>	<b>94,982.35</b>	<b>57.3</b>
<u>OTHER SOURCES OF REVENUE</u>					
21-36-1000 INVESTMENT INCOME	3,948.85	21,279.68	4,000.00	( 17,279.68)	532.0
21-36-4000 PUBLIC IMPROVEMENT FEE	2,111.62	11,557.86	22,000.00	10,442.14	52.5
<b>TOTAL OTHER SOURCES OF REVENUE</b>	<b>6,060.47</b>	<b>32,837.54</b>	<b>26,000.00</b>	<b>( 6,837.54)</b>	<b>126.3</b>
<b>TOTAL FUND REVENUE</b>	<b>71,914.64</b>	<b>243,538.24</b>	<b>408,200.00</b>	<b>164,661.76</b>	<b>59.7</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>STREETS</u>					
21-49-1100 SALARIES & WAGES- PUB WORKS	12,408.28	70,346.23	164,567.00	94,220.77	42.8
21-49-1300 OVERTIME	322.96	3,296.57	13,000.00	9,703.43	25.4
21-49-1400 WORKERS' COMPENSATION	435.61	2,516.42	6,900.00	4,383.58	36.5
21-49-1500 HEALTH INSURANCE	3,089.81	17,400.28	38,000.00	20,599.72	45.8
21-49-1550 RETIREMENT	360.89	1,974.96	5,000.00	3,025.04	39.5
21-49-1600 FICA	951.89	5,511.10	13,584.00	8,072.90	40.6
21-49-1700 COLO UNEMPLOYMENT	25.48	147.75	533.00	385.25	27.7
21-49-3200 CONTRACTED SERVICES	207.69	10,978.25	70,000.00	59,021.75	15.7
21-49-3500 DE-ICING SUPPLIES	.00	1,721.28	7,500.00	5,778.72	23.0
21-49-3650 LIGHTS AND SIGNALS	5,218.91	13,060.25	18,000.00	4,939.75	72.6
21-49-4000 MAINTENANCE AND REPAIRS	11,540.89	19,749.46	100,000.00	80,250.54	19.8
21-49-4800 PHONES	202.50	663.75	2,700.00	2,036.25	24.6
21-49-5800 ROW MAINTENANCE	16,286.01	32,935.01	105,000.00	72,064.99	31.4
21-49-6100 SIGNS	.00	.00	21,500.00	21,500.00	.0
21-49-6600 UNIFORMS	83.53	418.59	2,520.00	2,101.41	16.6
21-49-8050 VEHICLE MAINT & REPAIRS	3.68	1,713.51	9,000.00	7,286.49	19.0
21-49-8075 FUEL	455.55	3,127.78	9,000.00	5,872.22	34.8
21-49-8080 DIESEL	99.21	1,305.79	3,600.00	2,294.21	36.3
21-49-9000 OTHER	.00	236.75	500.00	263.25	47.4
21-49-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
<b>TOTAL STREETS</b>	<b>51,692.89</b>	<b>187,103.73</b>	<b>598,248.00</b>	<b>411,144.27</b>	<b>31.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>51,692.89</b>	<b>187,103.73</b>	<b>598,248.00</b>	<b>411,144.27</b>	<b>31.3</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>20,221.75</b>	<b>56,434.51</b>	<b>( 190,048.00)</b>	<b>( 246,482.51)</b>	<b>29.7</b>

TOWN OF ELIZABETH  
 BALANCE SHEET  
 JUNE 30, 2023

CAPITAL IMPROVEMENT FUND

ASSETS

31-100001	CASH IN COMBINED CASH FUND	9,224,157.68	
31-115000	ACCOUNTS RECEIVABLE	269,715.97	
	TOTAL ASSETS		9,493,873.65

LIABILITIES AND EQUITY

FUND EQUITY

31-280000	FUND BALANCE	8,635,236.16	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	858,637.49	
	BALANCE - CURRENT DATE	858,637.49	
	TOTAL FUND EQUITY		9,493,873.65
	TOTAL LIABILITIES AND EQUITY		9,493,873.65

TOWN OF ELIZABETH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
31-31-3000 SALES TAX	134,910.73	730,006.70	1,500,000.00	769,993.30	48.7
31-31-4000 USE TAX	24,862.39	104,823.99	150,000.00	45,176.01	69.9
<b>TOTAL TAX</b>	<b>159,773.12</b>	<b>834,830.69</b>	<b>1,650,000.00</b>	<b>815,169.31</b>	<b>50.6</b>
<u>OTHER FINANCING SOURCES</u>					
31-36-1000 INVESTMENT INCOME	37,091.27	196,372.39	15,000.00	( 181,372.39)	1309.2
31-36-9000 OTHER REVENUE	8,297.00	29,963.00	50,000.00	20,037.00	59.9
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>45,388.27</b>	<b>226,335.39</b>	<b>65,000.00</b>	<b>( 161,335.39)</b>	<b>348.2</b>
<b>TOTAL FUND REVENUE</b>	<b>205,161.39</b>	<b>1,061,166.08</b>	<b>1,715,000.00</b>	<b>653,833.92</b>	<b>61.9</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL IMPROVEMENT MISC</u>					
31-80-0100 LAND PURCHASE	.00	.00	250,000.00	250,000.00	.0
31-80-0600 RUNNING CREEK PARK	.00	18,411.47	119,900.00	101,488.53	15.4
31-80-3400 FACILITIES MASTER PLAN	5,300.20	5,300.20	75,000.00	69,699.80	7.1
31-80-3425 COMMUNITY STUDIES	.00	34,888.11	.00	( 34,888.11)	.0
31-80-3450 SENIOR CENTER	.00	.00	450,000.00	450,000.00	.0
31-80-4000 EQUIPMENT	.00	5,800.00	15,000.00	9,200.00	38.7
31-80-4005 HYDRO-VAC TRAILER	.00	.00	22,500.00	22,500.00	.0
31-80-4010 WHEELED TIRE LOADER (USED)	.00	20,000.00	37,500.00	17,500.00	53.3
31-80-4015 PW TRUCKS	.00	64,976.08	111,290.00	46,313.92	58.4
31-80-5500 TOWN HALL BLDG IMPROVEMENTS	.00	.00	100,000.00	100,000.00	.0
31-80-5505 PD BUILDING IMPROVEMENTS	.00	.00	75,000.00	75,000.00	.0
31-80-5510 BANNER & ELM PROPERTY	5,577.86	25,652.75	150,000.00	124,347.25	17.1
31-80-5515 COMMUNITY GARDEN	.00	.00	25,000.00	25,000.00	.0
31-80-6000 PLAYGROUND UPGRADES	.00	.00	65,000.00	65,000.00	.0
31-80-6500 TRAIL SYSTEMS	.00	.00	4,500.00	4,500.00	.0
31-80-9100 TOWN HALL LANDSCAPING	.00	.00	5,000.00	5,000.00	.0
31-80-9900 TRANSFER TO WATER FUND	.00	.00	3,500.00	3,500.00	.0
31-80-9901 TRANSFER TO GENERAL FUND	4,583.33	27,499.98	55,000.00	27,500.02	50.0
<b>TOTAL CAPITAL IMPROVEMENT MISC</b>	<b>15,461.39</b>	<b>202,528.59</b>	<b>1,564,190.00</b>	<b>1,361,661.41</b>	<b>13.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>15,461.39</b>	<b>202,528.59</b>	<b>1,564,190.00</b>	<b>1,361,661.41</b>	<b>13.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>189,700.00</b>	<b>858,637.49</b>	<b>150,810.00</b>	<b>( 707,827.49)</b>	<b>569.4</b>

TOWN OF ELIZABETH  
BALANCE SHEET  
JUNE 30, 2023

STREET CAPITAL IMPROVEMENT FND

<u>ASSETS</u>		
32-100001	CASH IN COMBINED CASH FUND	3,605,712.24
32-104400	STREET BOND RESERVE CD ACCOUNT	262,587.00
32-115000	ACCOUNTS RECEIVABLE	242,744.36
		4,111,043.60
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
32-222000	DEFERRED REVENUE	11,500.00
		11,500.00
<u>FUND EQUITY</u>		
32-280000	FUND BALANCE	3,375,057.02
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	724,486.58
	BALANCE - CURRENT DATE	724,486.58
	TOTAL FUND EQUITY	4,099,543.60
	TOTAL LIABILITIES AND EQUITY	4,111,043.60

TOWN OF ELIZABETH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
32-31-3000 GENERAL SALES TAX	121,419.65	657,006.00	1,350,000.00	692,994.00	48.7
32-31-4000 USE TAX	22,376.15	94,341.59	192,000.00	97,658.41	49.1
TOTAL TAX	143,795.80	751,347.59	1,542,000.00	790,652.41	48.7
<u>OTHER FINANCING SOURCES</u>					
32-36-1000 INVESTMENT INCOME	15,569.77	79,144.01	10,000.00	( 69,144.01)	791.4
TOTAL OTHER FINANCING SOURCES	15,569.77	79,144.01	10,000.00	( 69,144.01)	791.4
TOTAL FUND REVENUE	159,365.57	830,491.60	1,552,000.00	721,508.40	53.5

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL OUTLAY</u>					
32-49-6600	.00	.00	35,000.00	35,000.00	.0
32-49-8000	.00	.00	160,000.00	160,000.00	.0
32-49-9000	.00	.00	310,000.00	310,000.00	.0
32-49-9100	.00	.00	300,000.00	300,000.00	.0
32-49-9101	.00	.00	1,400,000.00	1,400,000.00	.0
32-49-9105	.00	.00	22,500.00	22,500.00	.0
32-49-9110	.00	20,000.00	37,500.00	17,500.00	53.3
32-49-9200	.00	.00	20,000.00	20,000.00	.0
32-49-9300	25,000.00	25,000.00	40,000.00	15,000.00	62.5
32-49-9305	907.48	2,873.75	175,000.00	172,126.25	1.6
32-49-9310	4,166.67	25,000.02	50,000.00	24,999.98	50.0
TOTAL CAPITAL OUTLAY	30,074.15	72,873.77	2,550,000.00	2,477,126.23	2.9
<u>DEBT SVC</u>					
32-59-4000	.00	.00	600.00	600.00	.0
32-59-9800	.00	.00	440,000.00	440,000.00	.0
32-59-9850	33,131.25	33,131.25	66,263.00	33,131.75	50.0
TOTAL DEBT SVC	33,131.25	33,131.25	506,863.00	473,731.75	6.5
TOTAL FUND EXPENDITURES	63,205.40	106,005.02	3,056,863.00	2,950,857.98	3.5
NET REVENUE OVER EXPENDITURES	96,160.17	724,486.58	( 1,504,863.00)	( 2,229,349.58)	48.1

TOWN OF ELIZABETH  
BALANCE SHEET  
JUNE 30, 2023

WATER SEWER FUND

ASSETS

52-100001	CASH IN COMBINED CASH FUND	3,188,032.60	
52-101000	PETTY CASH	100.00	
52-101200	COLOTRUST WATER TAP FEE ACCT	506,375.97	
52-101300	COLOTRUST SEWER TAP FEE ACCT	506,375.97	
52-101400	COLOTRUST RENEWABLE WATER ACCT	78,200.51	
52-110000	ACCOUNTS RECEIVABLE: UB	152,688.89	
52-115000	ACCOUNTS RECEIVABLE:OTHER	17,757.17	
52-160100	LAND: WATER	171,737.60	
52-160200	LAND: SEWER	143,729.50	
52-161100	EASEMENTS: WATER	10,890.77	
52-161200	EASEMENTS: SEWER	32,271.26	
52-162100	PLANT & EQUIPMENT: WATER	2,271,315.79	
52-162200	PLANT & EQUIPMENT: SEWER	6,013,924.47	
52-163100	WATER IMPROVEMENTS	2,288,597.77	
52-163200	SEWER IMPROVEMENTS	2,727,573.38	
52-165100	CONSTRUCTION IN PROGRESS: WTR	3,082,422.50	
52-165200	CONSTRUCTION IN PROGRESS: SWR	73,176.80	
52-169100	ACCUMULATED DEP: WATER	( 2,856,813.48)	
52-169200	ACCUMULATED DEP: SEWER	( 4,109,283.34)	
	TOTAL ASSETS		14,299,074.13

LIABILITIES AND EQUITY

LIABILITIES

52-201000	ACCRUED SALARIES PAYABLE	( 675.00)	
52-202000	ACCOUNTS PAYABLE	1,476.60	
52-203000	RETAINAGE PAYABLE	111,428.14	
52-215200	ACCRUED INT PAY: SEWER	2,103.20	
52-218000	COMPENSATED ABSENCES PAYABLE	14,582.02	
52-218100	COMP ABSENCES- CURRENT PAYABLE	1,458.20	
52-220000	CUSTOMER METER DEPOSITS	48,768.48	
52-231200	2007 CWRPDA CUR NOTES PAYABLE	62,396.58	
52-239402	2007 CWRPDA NOTE PAYABLE	275,161.86	
	TOTAL LIABILITIES		516,700.08

FUND EQUITY

52-280000	RETAINED EARNINGS	13,779,786.34	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	2,587.71	
	BALANCE - CURRENT DATE	2,587.71	
	TOTAL FUND EQUITY		13,782,374.05
	TOTAL LIABILITIES AND EQUITY		14,299,074.13

TOWN OF ELIZABETH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CHARGE FOR SERVICES / TAP FEES</u>					
52-34-4100 WATER SALES	64,240.30	343,378.85	750,000.00	406,621.15	45.8
52-34-4200 SEWER SALES	65,133.28	397,454.74	680,000.00	282,545.26	58.5
52-34-7000 RETURN CHECK CHARGES	.00	109.07	.00	( 109.07)	.0
52-34-8100 WATER TAP FEES	73,956.48	249,068.40	250,000.00	931.60	99.6
52-34-8120 RENEWABLE WATER FEE	7,626.78	11,440.17	.00	( 11,440.17)	.0
52-34-8200 SEWER TAP FEES	73,956.48	249,068.40	450,000.00	200,931.60	55.4
<b>TOTAL CHARGE FOR SERVICES / TAP FEES</b>	<b>284,913.32</b>	<b>1,250,519.63</b>	<b>2,130,000.00</b>	<b>879,480.37</b>	<b>58.7</b>
<u>MISCELLANEOUS</u>					
52-36-1000 INVESTMENT INCOME	17,146.70	99,940.63	10,000.00	( 89,940.63)	999.4
52-36-9000 OTHER REVENUE	6,018.65	38,595.68	70,000.00	31,404.32	55.1
<b>TOTAL MISCELLANEOUS</b>	<b>23,165.35</b>	<b>138,536.31</b>	<b>80,000.00</b>	<b>( 58,536.31)</b>	<b>173.2</b>
<b>TOTAL FUND REVENUE</b>	<b>308,078.67</b>	<b>1,389,055.94</b>	<b>2,210,000.00</b>	<b>820,944.06</b>	<b>62.9</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>WATER</u>					
52-57-1100 SALARIES & WAGES- WATER	12,408.28	70,346.23	164,567.00	94,220.77	42.8
52-57-1300 OVERTIME	322.96	3,296.57	13,000.00	9,703.43	25.4
52-57-1400 WORKERS' COMPENSATION	435.57	2,516.35	6,900.00	4,383.65	36.5
52-57-1500 HEALTH INSURANCE	3,089.81	17,400.28	38,000.00	20,599.72	45.8
52-57-1550 RETIREMENT	360.89	1,974.96	5,000.00	3,025.04	39.5
52-57-1600 FICA	951.89	5,511.10	165,561.00	160,049.90	3.3
52-57-1700 COLO UNEMPLOYMENT	25.48	147.75	533.00	385.25	27.7
52-57-1825 MEMBERSHIPS - EMPLOYEE	.00	300.00	900.00	600.00	33.3
52-57-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-57-3200 CONTRACTED SERVICES	1,284.18	7,423.70	160,000.00	152,576.30	4.6
52-57-4800 TELEPHONE AND CELLPHONES	202.50	663.75	2,700.00	2,036.25	24.6
52-57-4900 UTILITIES	13,409.07	46,058.15	100,000.00	53,941.85	46.1
52-57-5400 INSURANCE	.00	2,908.14	11,000.00	8,091.86	26.4
52-57-5500 LEGAL - CONTRACTED	.00	.00	7,500.00	7,500.00	.0
52-57-6000 MAINTENANCE AND REPAIRS	5,596.82	44,354.04	150,000.00	105,645.96	29.6
52-57-6600 UNIFORMS	83.53	418.58	2,500.00	2,081.42	16.7
52-57-7500 CHEMICAL SUPPLIES	.00	13,822.35	18,000.00	4,177.65	76.8
52-57-7550 WATER SUPPLIES	3,091.05	6,307.59	15,000.00	8,692.41	42.1
52-57-8050 VEHICLE MAINT & REPAIRS	3.68	1,849.09	9,000.00	7,150.91	20.6
52-57-8075 FUEL	455.55	3,127.77	9,000.00	5,872.23	34.8
52-57-8080 DIESEL	99.21	1,220.21	3,600.00	2,379.79	33.9
52-57-9000 OTHER	.00	236.75	2,000.00	1,763.25	11.8
52-57-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
52-57-9100 RITORO WELLS	34,218.31	512,108.36	1,300,000.00	787,891.64	39.4
52-57-9900 WATER LINE UPGRADE	.00	.00	85,000.00	85,000.00	.0
<b>TOTAL WATER</b>	<b>76,038.78</b>	<b>741,991.72</b>	<b>2,278,430.00</b>	<b>1,536,438.28</b>	<b>32.6</b>

TOWN OF ELIZABETH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING JUNE 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>SEWER</u>					
52-58-1100 -SALARIES & WAGES- SEWER	12,407.84	70,345.69	164,567.00	94,221.31	42.8
52-58-1300 OVERTIME	322.96	3,296.57	13,000.00	9,703.43	25.4
52-58-1400 WORKERS' COMPENSATION	435.40	2,516.07	6,900.00	4,383.93	36.5
52-58-1500 HEALTH INSURANCE	3,089.49	17,399.85	38,000.00	20,600.15	45.8
52-58-1550 RETIREMENT	360.96	1,975.33	5,000.00	3,024.67	39.5
52-58-1600 FICA	951.92	5,511.08	13,584.00	8,072.92	40.6
52-58-1700 COLO UNEMPLOYMENT	35.57	204.79	533.00	328.21	38.4
52-58-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	900.00	900.00	.0
52-58-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-58-3200 CONTRACTED SERVICES	8,611.04	38,863.55	90,000.00	51,136.45	43.2
52-58-4800 TELEPHONE AND CELLPHONES	1,051.42	4,279.68	10,700.00	6,420.32	40.0
52-58-4900 UTILITIES	4,311.33	26,789.51	70,000.00	43,210.49	38.3
52-58-5400 INSURANCE	.00	3,199.47	15,400.00	12,200.53	20.8
52-58-6000 MAINTENANCE AND REPAIRS	29,631.94	46,685.08	130,000.00	83,314.92	35.9
52-58-6610 UNIFORMS	83.53	418.58	2,500.00	2,081.42	16.7
52-58-7500 SEWER SUPPLIES	646.54	1,745.29	5,000.00	3,254.71	34.9
52-58-8050 VEHICLE MAINT & REPAIRS	3.68	1,577.93	9,000.00	7,422.07	17.5
52-58-8075 FUEL	455.55	3,127.77	9,000.00	5,872.23	34.8
52-58-8080 DIESEL	99.21	1,186.01	3,600.00	2,413.99	32.9
52-58-9000 OTHER	.00	236.76	5,000.00	4,763.24	4.7
52-58-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
52-58-9400 WTP UPGRADES	.00	290,399.40	950,000.00	659,600.60	30.6
<b>TOTAL SEWER</b>	<b>62,498.38</b>	<b>519,758.41</b>	<b>1,551,353.00</b>	<b>1,031,594.59</b>	<b>33.5</b>
<u>2007 CWRPDA</u>					
52-63-6300 2007 CWRPDA PYMT- PRINCIPAL	.00	30,908.52	62,398.00	31,489.48	49.5
52-63-6400 2007 CWRPDA- INTEREST	.00	6,309.60	12,100.00	5,790.40	52.2
<b>TOTAL 2007 CWRPDA</b>	<b>.00</b>	<b>37,218.12</b>	<b>74,498.00</b>	<b>37,279.88</b>	<b>50.0</b>
<u>DEPARTMENT 65</u>					
52-65-9900 TRANSFER TO GENERAL FUND	14,583.33	87,499.98	175,000.00	87,500.02	50.0
<b>TOTAL DEPARTMENT 65</b>	<b>14,583.33</b>	<b>87,499.98</b>	<b>175,000.00</b>	<b>87,500.02</b>	<b>50.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>153,120.49</b>	<b>1,386,468.23</b>	<b>4,079,281.00</b>	<b>2,692,812.77</b>	<b>34.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>154,958.18</b>	<b>2,587.71</b>	<b>( 1,869,281.00)</b>	<b>( 1,871,868.71)</b>	<b>.1</b>



## TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

### Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023



#### **ELIZABETH POLICE DEPARTMENT'S MISSION STATEMENT:**

*“To provide a leadership role in creating an atmosphere of safety and community pride in the Town of Elizabeth by providing quality law enforcement services which utilize innovative approaches to address community needs”.*

The following is an informational breakdown of EPD police activity from **07/30/2023 at 12:01 a.m. to 08/12/2023 at 11:59 p.m.** This information is compiled from our Records Management System (RMS), identified as New World (NW), as well as Douglas County Regional Dispatch (DRDC) records.

**\*All suspects/defendants are presumed innocent until proven guilty in a Court of Law.\***



# TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

## Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

### Total Calls for Service:

259

### Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assisting Other Agencies
44	22	18	4	0

### Parking Violations:

Total Parking Violations:	Parking Citations:	Parking Written Warnings:	Parking Verbal Warnings:
5	0	5	0

### Other Calls for Service:

Call Type:	Number of Calls:
911 Rapid SOS	3
Alarm-Business Burglary	2
Animal Barking	1
Animal Complaint	3
Assist to Other Agency	3
Attempt to Contact	2
Business Check	24
Citizen Assist	3
Citizen Contact	3
Civil Assist	2
Crime Prevention	3
Criminal Mischief	2
Disturbance	1



## TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

### Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

Fireworks	1
Follow Up	9
Increased Patrol	54
Informational Report	7
Medical Assist	9
Motorist Assist	2
Municipal Ordinance Violation	4
Motor Vehicle Accident with Property Damage	6
Motor Vehicle Accident with Injuries	2
Park Check	3
Parking Complaint	5
Report Every Drunk Driver Immediately	5
Restraining Order Violation	1
School Education	22
Special Assignment	3
Structure Fire	1
Suicidal Subject	2
Suspicious Circumstance	3
Suspicious Person	1
Suspicious Vehicle	9
Theft	1
Traffic Complaint	1
Traffic Hazard	1
Trespass	1
Traffic Stop	44
VIN Verify	7
Welfare Check	1



# TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

## Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

### Open and Active Investigations:

Case/Incident Number:	Call Type:	Details:
23-2421	Municipal Ordinance Violation	Investigation of a property in Town.
23-1866	Theft	Investigation into theft at a local business.
23-2040	Burglary	Investigation into a burglary that occurred at a local business.
23-2917	Death	Investigation into an unattended death that occurred in Town.
23-2106	Harassment	Investigation into harassment involving juveniles.
23-3265	Child Abuse	Investigation into a child abuse.
23-3657	Theft/Eluding	Investigation into a theft at a local business. The suspect eluded officers.
23-3942	Criminal Mischief	Investigation into damage at a local business.
23-3947	Trespass	Investigation into property boundaries.
23-3969	Motor Vehicle Accident	Investigation into a hit and run crash.

*\*Please note that limited information regarding open investigations is available. This is to protect the integrity of the investigations.\**



## TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

### Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

#### Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
23-3677	Harassment	EPD responded to a residence on reported harassment. Upon investigation, it was determined a crime had not occurred.
23-3734	Traffic Stop Drug Violation	An EPD Officer conducted a traffic stop for a minor traffic offense. Upon clearing the driver, it was discovered the drivers' driving privileges were revoked for a DUI conviction. The driver was subsequently arrested and booked into the Elbert County Jail. While inventorying the vehicle, several narcotics and paraphernalia were located. Additional charges were added.
23-3740	Safe 2 Tell	EPD responded to an anonymous report of a threat. Upon investigation, it was determined no threat existed.
23-3895	Curfew	An EPD Officer contacted a juvenile in the early hours of the morning. The juvenile was issued a municipal summons for curfew violation.
23-3898	Domestic Violence	EPD responded to a physical domestic violence call. After investigation, it was determined a crime had occurred, and the suspect was arrested and booked into the Elbert County Jail.
23-3774	Domestic Violence	EPD responded to a physical domestic violence call. After investigation, it was determined a crime had occurred, and the suspect was arrested and booked into the Elbert County Jail. The suspect also had three (3) warrants for their arrest.
23-3955	Motor Vehicle Accident	EPD Responded to a single vehicle crash. No injuries were reported.
23-3879	Retaliation Against a Victim	While at Municipal Court, EPD responded to a subject who was threatening a victim in a case.



## TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

### Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

		EPD arrested the subject and booked him into the Elbert County Jail.
23-3457	Theft	EPD concluded a theft investigation that occurred at a local business. No suspects were able to be identified.
23-3956	Motor Vehicle Accident	EPD responded to a two-vehicle crash. The at fault driver was issued a municipal summons for a traffic offense.
23-3939	Motor Vehicle Crash	EPD responded to a two-vehicle crash. After investigation, it was unclear which driver was at fault.
23-3908	Returned Runaway	EPD located a juvenile runaway. The juvenile was taken home and released to a parent.
23-3903	Traffic Stop Drug Violation	EPD pulled over a vehicle for a traffic offense. Marijuana was located in the vehicle. The subject was issued a municipal summons for several offenses.



# TOWN OF ELIZABETH POLICE DEPARTMENT

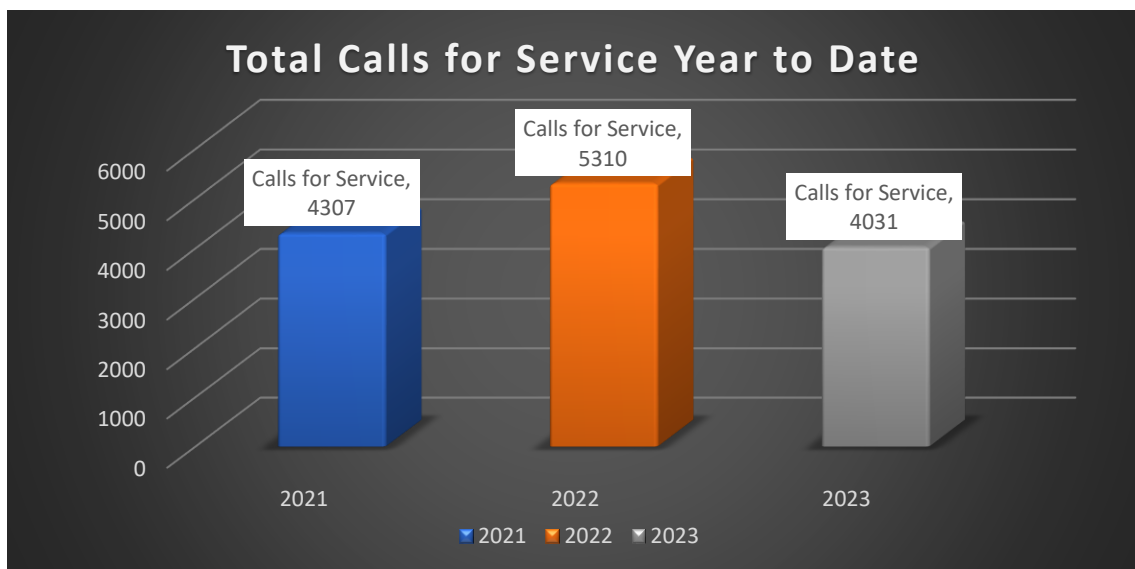
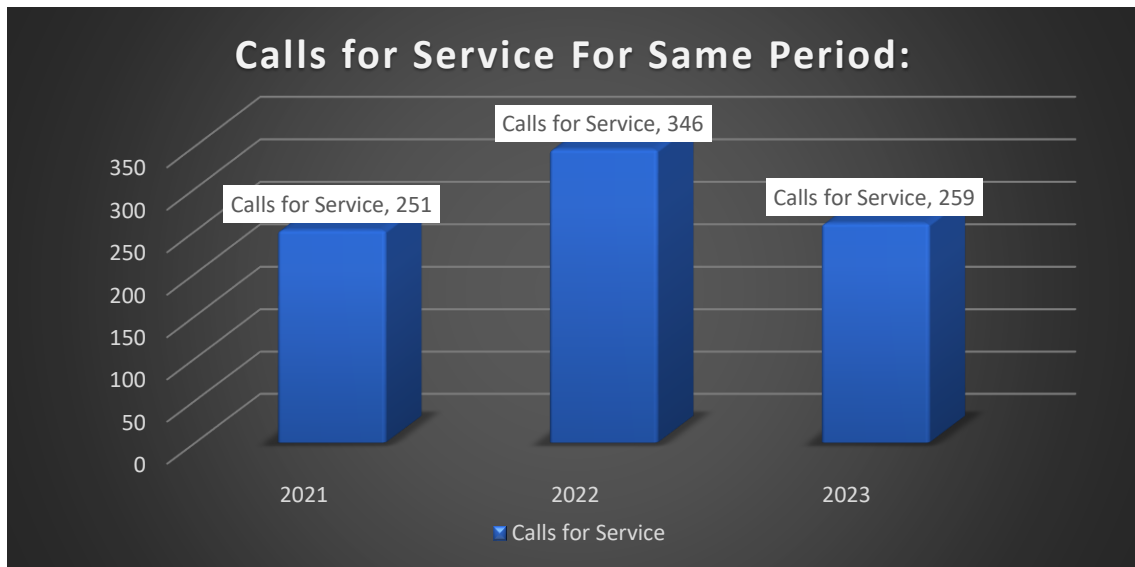
JEFF ENGEL, CHIEF OF POLICE

## Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023

### Historical Data:





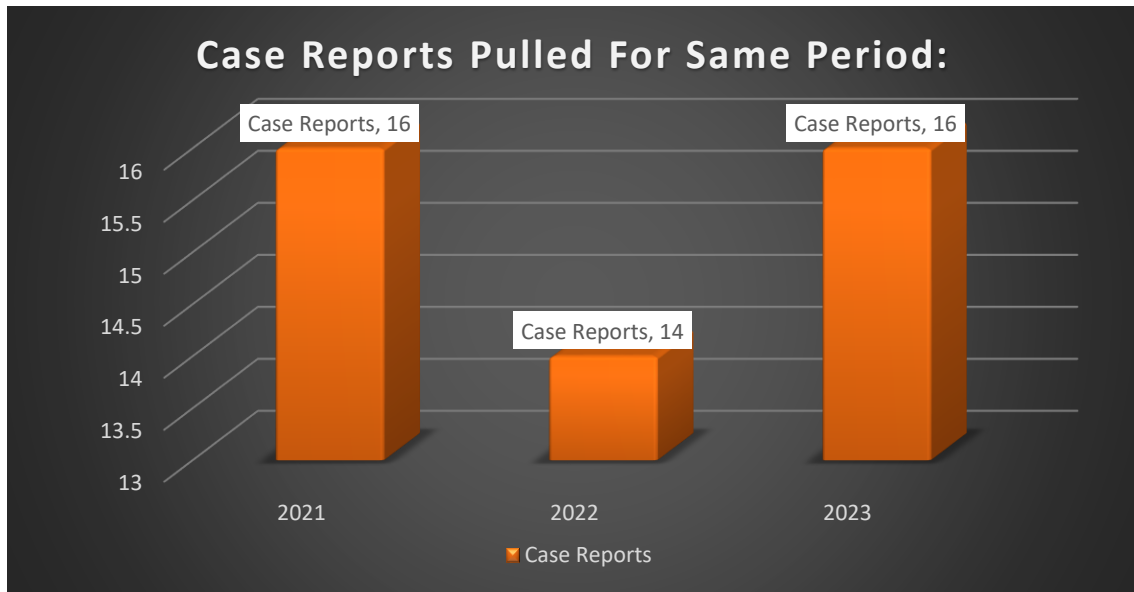
# TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

## Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/30/2023 to 08/12/2023





**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS  
JULY 10, 2023**

**CALL TO ORDER**

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, July 10, 2023, at 8:30 AM by Vice President Linda Bulmer.

**ROLL CALL**

Present were Vice President Linda Bulmer and Board Members Michael Hussey, Jeff Struthers, Kurt Prinslow, Brandon Jeffress, and Carrie Wedel. President Tedd Lipka was present via Zoom. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Deputy Town Clerk Harmony Malakowski, and Community Development Administrative Assistant Dianna Hiatt.

**AGENDA CHANGES**

No changes from Staff.

No changes from the Board.

Agenda set.

**UNSCHEDULED PUBLIC COMMENT**

There was no unscheduled public comment.

**CONSENT AGENDA**

1. Minutes of the Regular Meeting of June 12, 2023

Motion by Mr. Hussey, seconded by Mr. Jeffress, to approve the minutes from June 12, 2023. The vote of those Board Members present was unanimously in favor. Motion carried.

**NEW BUSINESS**

2. Discussion regarding Town of Elizabeth 5K Run



Ms. Cramer provided an update to the Board regarding the 5K Committee's progress and what has been accomplished so far regarding this event to be held September 23, 2023, at 9:00 AM.

### 3. Discussion regarding Mayor's Tree Lighting Event

Vice President Bulmer discussed having an official event coordinator for this year's Mayor's Tree Lighting Event. Discussion followed.

Motion by Ms. Wedel, seconded by Mr. Jeffress, to recommend to the Board of Trustees that an event coordinator be hired this year for the Mayor's Tree Lighting Event.

The vote of those Board Members present was unanimously in favor. Motion carried.

### 4. Discussion regarding MSBOD Budget and Workplan

Discussion regarding proposed budget items and the workplan for next year.

A work session will occur July 24<sup>th</sup> at 8:30 AM to continue the budget discussion and discuss strategic planning regarding advertising.

### 5. Discussion and possible action regarding Friday Night Market

Motion by Mr. Hussey, seconded by Ms. Wedel, to allocate \$1500 from the budget to purchase swag and a tablecloth with the Main Street logo.

The vote of those Board members present was unanimously in favor. Motion carried.

## STAFF REPORTS

- Mr. Higgins will be requesting formal direction from the Board of Trustees regarding the Streetscape Design at the next Board meeting.
- DHM Design had the 1<sup>st</sup> kick-off meeting for the Monument Sign at Main Street. Discussion followed regarding Gesin Lot development.
- 2023 Christmas Ornaments are on schedule.
- Mr. Higgins provided training updates and reminders.
- No new updates available for Wi-Fi on Main Street.
- The Historic Advisory Board District Creation and Design updates are with the attorney now for legal review. Discussion followed regarding the Historic District creation.
- Discussion regarding building permit fees.
- Mr. Higgins will set up a workshop with the MSBOD and HAB to discuss some of the district creation concerns expressed by the Board.



# TOWN OF ELIZABETH

## BOARD REPORTS

- Vice President Bulmer shared part of a letter received from the owner of the Carriage Shoppes that will be provided to the Board of Directors. Discussion followed regarding economic development in Town.

## ADJOURNMENT

Motion by Mr. Hussey, seconded by Mr. Jeffress, to adjourn the meeting at 11:45 AM.  
The vote of those Board Members present was unanimously in favor. Motion carried.

\_\_\_\_\_  
President Tedd Lipka

*Harmony Malakowski*  
Deputy Town Clerk Harmony Malakowski

*Linda Bulmer*  
*Linda Bulmer*  
Vice president

