



TOWN OF ELIZABETH

**CODE REVIEW WORKSHOP
TUESDAY APRIL 25, 2023, AT 6:00 PM**

**BOARD OF TRUSTEES REGULAR MEETING – UPDATED 4/24/23
Tuesday, April 25, 2023, at 7:00 PM
Town Hall, 151 S. Banner Street**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

UNSCHEDULED PUBLIC COMMENT

AGENDA CHANGES

CONSENT AGENDA

- [1.](#) Minutes of the Regular Meeting of April 11, 2023

PRESENTATIONS

2. Stacy Salling – East Central Council of Governments – Regional Grants Navigator
3. Presentation of appreciation to Karli Pronske - Mayor Snively

PROCLAMATION

- [4.](#) 54th Annual Professional Municipal Clerks Week - Mayor Snively

OLD BUSINESS

- [5.](#) Discussion on the Old Town Traffic Study – Zach Higgins

MANAGEMENT MONITORING REPORTS

- [6.](#) Management Monitoring Reports

BOARD OF TRUSTEES REPORTS

7. Board reports

STUDENT LIAISON REPORT

- [8.](#) Student Liaison report – Karli Pronske

EXECUTIVE SESSION

9. “To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402 (4)(e).” For purposes of authorize Town Administrator or his representative to negotiate possible land purchase for the benefit of the Town of Elizabeth.

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

April 11, 2023

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, April 11, 2023, at 7:02 p.m. by Mayor Nick Snively.

ROLL CALL

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

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Interim Police Chief Jeff Engel, Public Works Director Mike DeVol, Community Development Director Zach Higgins, Assistant Public Works Director James McErnie, and Student Liaison Karli Pronske.

PLEDGE OF ALLEGIANCE

Mayor Snively led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

There was no public comment.

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 March 28, 2023, at 7:00 p.m.

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

The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

NEW BUSINESS

2. Discussion and possible action on appointment of Shawn Sommer to the Planning Commission with a term through December 31, 2026



Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve the appointment of Shawn Sommer to the Planning Commission with a term through December 31, 2026. The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

3. Discussion and possible action on Resolution 23R16, a Resolution by the Town of Elizabeth in opposition to the passage of Colorado Senate Bill 21-213 and statewide Land Use and Zoning Preemptions by the Colorado State Legislature

Motion by Mayor Snively, seconded by Trustee Einspahr, to approve Resolution 23R16, a Resolution by the Town of Elizabeth in opposition to the passage of Colorado Senate Bill 21-213 and statewide Land Use and Zoning Preemptions by the Colorado State Legislature. The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

4. Discussion and possible action on Resolution 23R17, a Resolution approving and authorizing the Mayor to execute a Ground Lease for Electric Vehicle Charger at 165 Main Street (Gesin Lot)

5. Motion by Mayor Snively, seconded by Trustee Payne, to approve Resolution 23R17, a Resolution approving and authorizing the Mayor to execute a Ground Lease for Electric Vehicle Charger at 165 Main Street (Gesin Lot)

The vote of those Trustees present was 7 in favor and 0 opposed. Motion passed unanimously.

6. Discussion on fireworks in Town Limits

The Board of Trustees gave direction to Administrator Davidson.

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson gave the Board an update on the Community and Senior Active Center.
- Mr. Davidson updated the Board regarding where the Police Chief application process is.
- Mr. Davidson updated the Board regarding CDOT and the Highway 86 project.
- Mr. Davidson discussed the Placer AI software.
- Public Works Director Mike DeVol updated the Board on an accident at the lift station project with the contracted company's employee.
- Discussion on Town Clean-up Day.
- Community Development Director Zach Higgins discussed the meeting between the Pickaxe group and the Main Street Board of Directors.
- Mr. Higgins updated the Board regarding a Gesin Lot Memorial.



- Mr. Higgins updated the Board on the planned Commemoration of the Bank Building.
- Mr. Higgins told the Board that Alexandra Cramer is working out very well.
- Interim Police Chief Jeff Engel let the Board know that Sergeant Hulce and Corporal Rogers gave presentations to the rest of the department on wellness and mentorship.
- Interim Chief Engel informed the Board the officers attended a training on being interviewed for court cases.
- Interim Chief Engel let the Board know that officers will be attending a training with the Elbert County Sheriff's Office.
- Interim Chief Engel updated the Board regarding information provided by the Town's electronic signs.
- Interim Chief Engel discussed general assignments for officers.
- Interim Chief Engel stated that the police department responded to the lift station incident.
- Interim Chief Engel let the Board know that plans are underway for the 2023 Police Academy.
- Town Clerk Michelle Oeser asked if the Board would like to do a float in the Elizabeth Stampede Parade.
- Ms. Oeser gave a brief update on the numbers of people processed through passport services.
- Mr. DeVol discussed year-round efforts that Public Works has regarding helping the Town senior population.

BOARD OF TRUSTEE REPORTS

- Trustee Ternus discussed a Memorial for Brett Wade.
- Trustee Belongia thanked Mike for his Town tour and discussed his upcoming ride-along with Officer Bigler.
- Trustee McGinn thanked Mike for her Town tour.
- Mayor Snively thanked Mike for his Town tour and discussed having an orientation for new Board Members.
- Mayor Snively thanked Interim Chief Engel for all the Police ride-along.
- Mayor Snively thanked Mr. Davidson and Staff for the great job they are doing on communication with the community and the Board.
- Mayor Snively discussed having a Board work session to come up with a strategic plan for the future.

STUDENT LIAISON REPORT

- Student Liaison Karli Pronske discussed the STARS Banquet that is put on by the Elizabeth Education Foundation.



- Ms. Pronske went through her written report.
- Ms. Pronske discussed the upcoming Big Help Day that the Elizabeth High School participates in.
- Ms. Pronske initiated a petition to for change.org. This would allow prayer before the High School Graduation begins.

MINUTES

15. Minutes of the Historic Advisory Board Meeting of March 6, 2023

ADJOURNMENT

Motion by Mayor Snively, seconded by Trustee Payne, to adjourn the meeting at 8:42 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Mayor Nick Snively

Proclamation

54th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
April 30 - May 6, 2023

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Nick Snively, Mayor of Elizabeth do recognize the week of April 30 through May 6, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Michelle Oeser and Municipal Deputy Clerk Harmony Malakowski and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 25 day of April 2023

Mayor

Attest: _____

Olde Town Circulation Study

DRAFT

April 19, 2023

The logo for Stolfus, featuring the word "Stolfus" in a white serif font on a dark blue rectangular background. A thin red horizontal line is positioned below the text.

Stolfus

**5690 DTC Boulevard, Suite 330W
Greenwood Village, CO 80111
phone:303-221-2330 • fax: 303-221-2331
www.stolfusandassociates.com**

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DRAFT

Executive Summary

As Olde Town and the surrounding area continues to (re)develop, it is increasingly important that the Town of Elizabeth consider how changes in land use influence vehicle and pedestrian circulation in the area. The purpose of the Town of Elizabeth Olde Town Circulation Study is to assess the effect that planned development will have on area traffic volumes and circulation patterns, and what modifications to the existing transportation network may be required to integrate this development into the community with minimal disruption. The Circulation Study also considers how access to Kiowa Ave (CO-86) may change over time, and whether converting a portion of Main St from two-way to one-way traffic flow would benefit overall circulation.

The Olde Town Circulation Study focuses on the area bounded by Main St on the east, CO-86 (Kiowa Ave) on the north, Maple St on the south, and Elbert St on the west. This area includes several potential (re)development and parking areas, including the former Frontier High School, Main Street Station, the Carriage Shops, Gesin's, Elizabeth 44, and other planned and potential developments.

The study outlines a plan for the Olde Town area that considers how development and parking influences the future of the area. Specific objectives included evaluating one-way versus two-way Main Street, where it makes the most sense to locate a future traffic signal to serve the area and identifying the pros and cons for parallel and angle parking configurations along Main Street. The results of the study are intended to help guide the town as changes occur within Olde Town.

The study resulted in the following recommendations:

- Retain two-way traffic flow along the length of Main Street.
- Install a traffic signal at the intersection of Kiowa Ave & Banner St when volumes warrant.
- Provide angled parking along Main Street to maximize the number of available off-street spaces.
- When Frontier High School site redevelops, provide sufficient parking within a two-minute walk to accommodate their expected demand.

Traffic (and Circulation) Analysis

Main Street One-Way Conversion

The possibility of converting Main Street to a southbound one-way has been an on-again, off-again topic for many years. Some of the reasons cited by persons in support of a one-way include that it would make it easier to park in front of businesses along the east side of Main Street, it would eliminate the frequent U-turns occurring along the street and reduce congestion at the Main Street / CO-86 intersection. Others are opposed to a one-way because of concerns regarding the impact that the additional traffic may have on neighboring streets or are simply of the opinion that the existing situation is fine as-is.

The Main Street One-Way Conversion evaluation considered the following alternatives:

- One-way (southbound) CO-86 to Spruce St,
- One-way (southbound) CO-86 to Elm St,
- Do nothing (two-way Main St)

Converting Main Street to a southbound one-way will change traffic patterns in Olde Town. Generally, traffic leaving the most densely developed portion of Main St (the first two blocks) is expected to travel west along Broadway or Elm to Banner and take Banner to CO-86. Based on recent traffic counts, there were 17 northbound vehicles in the AM Peak Hour and 34 northbound vehicles during the PM Peak Hour that would re-route to Broadway, Elm, and Banner. These streets currently experience 10 or fewer trips during peak hours. The additional traffic will result in a minor increase in delay (approx. 3 seconds per vehicle) at the Banner / CO-86 intersection during the PM Peak Hour. Redevelopment of the former Gesin's property, when it occurs, will increase traffic demands on Main, Broadway, and Banner regardless of whether Main St is converted to a one-way street.

As development occurs further south along Main Street, such as at the Carriage Shops or Main Street Station, Spruce St, Poplar St and Chestnut St will experience additional traffic with a one-way Main Street. If the one-way extends just the first two blocks of Main St, Elm St would likely see a larger increase, as traffic leaving the area heads north on Main (avoiding the all-way stops along Banner) to the start of the one-way section before turning west along Elm and north on Banner. Ultimately, if Main St is converted to one-way traffic, signalization of the Banner St / CO-86 intersection or the Elbert St / CO-86 intersection will be necessary in the future to accommodate the increase in traffic resulting from planned developments.

Broadway, Banner, Spruce, Poplar, and Chestnut are all Local streets in the Town's Transportation Plan. Main, Elm and Elbert are all Collector streets. Converting Main St to a one-way will result in some traffic diverting from Collector to Local streets.

Although only one travel lane is required for traffic in a one-way configuration, the possibility of stalled vehicles, wide loads, or emergency vehicles requires that if only one lane is provided that

it be wider than a normal lane. Typical travel lanes are 12-ft wide; however, a single lane street should be at least 16-ft wide. The additional width could be striped as a bicycle lane or shoulder as appropriate. A two-lane roadway (20-ft minimum width) would better allow traffic to keep moving during parking maneuvers and is more in keeping with Main Street’s Collector status.

Table 1 provides a summary of the pros and cons of the Main Street circulation alternatives gathered through analysis as well as public feedback:

Table 1: Pros and Cons of Main Street Circulation Alternatives

One-way CO-86 To Spruce	One-way CO-86 To Elm	Do Nothing
<p>Pros:</p> <ul style="list-style-type: none"> ✓ Reduces congestion at Main / CO-86 ✓ Convenient access to parking either side of Main St ✓ Narrower Main St is possible (16-ft) 	<p>Pros:</p> <ul style="list-style-type: none"> ✓ Reduces congestion at Main / CO-86 ✓ Convenient access to parking either side of Main St ✓ Encourages use of Elm (A Collector) ✓ Narrower Main St is possible (16-ft) 	<p>Pros:</p> <ul style="list-style-type: none"> ✓ Little opportunity for confusion ✓ More flexible in cases of emergency ✓ Keeps traffic on Main St (a Collector) ✓ Popular with those that completed the survey
<p>Cons:</p> <ul style="list-style-type: none"> × Increases congestion at Banner / CO-86 × Increases traffic on Broadway, Spruce and Banner × Wrong-way entry is possible × Increases reliance on CO-86 to access Main St × Unpopular with those that completed the survey 	<p>Cons:</p> <ul style="list-style-type: none"> × Increases congestion at Banner / CO-86 × Increases traffic on Broadway and Banner × Wrong-way entry is possible × Increases reliance on CO-86 to access Main St × Unpopular with those that completed the survey 	<p>Cons:</p> <ul style="list-style-type: none"> × Parking circulation may be more difficult × Congestion at Main / CO-86 × Wider Main St is required (20-ft) × U-turns may continue

The study also included several opportunities for members of the community to provide feedback on the one-way concept for Main St. The project web site (<https://arcg.is/n44qT>) included an online survey, paper copies of the survey were also distributed at the public meeting held on January 19, 2023, and a handful of comment cards or emails were also received. Approximately 40 people provided feedback on the Main St One-Way Conversion.

The following themes were extracted from the survey results and comments:

- Seventy-five percent (75%) of the people responding to the survey are highly familiar with Main Street, typically visiting the area at least once per week.

- People responding to the survey were four to five times more likely to be opposed to a one-way Main St than to be in favor. Sixty-five percent (65%) of persons responding to the survey reported being opposed while twelve percent (13%) were in favor. Just under 20% of those responding to the survey were neutral.

In summary, ***it is recommended that Main St be allowed to remain two-way*** for the following reasons:

1. To minimize the amount of traffic using local streets to circulate within Olde Town.
2. To avoid confusion, the potential for wrong-way traffic, and to minimize out-of-direction travel, particularly for those unfamiliar with the area.
3. To maintain freedom of movement and flexibility in the event of an emergency
4. To enable traffic within Olde Town to continue to access Main Street without using CO-86

[Kiowa Ave \(CO-86\) Access](#)

As Olde Town and the surrounding area continues to (re)develop, it is increasingly important that the Town of Elizabeth consider how changes in land use influence vehicle and pedestrian circulation in the area. CDOT has jurisdiction over Kiowa Ave (CO-86) which provides primary access to Olde Town. The Town, CDOT, Kiowa, and Elbert County have adopted an Access Control Plan (ACP) for CO-86, which will help preserve corridor mobility over the long term but limits the flexibility of the Town to implement access or signalization improvements unless they comply with the ACP.

Currently, the ACP permits signalized access at either Banner St or Elbert St. The Town's Transportation Plan differs slightly and shows future signalized access at Elbert St or Main St. Several options were therefore evaluated before arriving at a recommendation:

- Right-In, Right-Out only access at Kiowa Ave & Main St
- Three-quarter (left-in, right-in, right-out only) access at Kiowa Ave & Main St
- Traffic signal at Main St
- Traffic signal at Banner St
- Traffic signal at Elbert St

An evaluation matrix was developed to allow the various access options to be compared across a range of criteria, including safety, operations, and impacts. Each criterion was scored either a 1 (unfavorable), 2 (neutral), or 3 (favorable) based upon how well the alternative fared. The results of the evaluation, and criteria scoring criteria are summarized in Table 2.

Table 2: Evaluation of Kiowa Ave (CO-86) Access Alternatives

Alternative	Safety	Operations	Convenience	Impacts	Multimodal	Feedback	Maintenance	Total
Main RIRO	3	3	1	2	2	1	2	17
Main ¾	3	3	1	2	2	2	2	18
Main Signal	1	3	2	1	3	3	1	15
Banner Signal	1	3	2	1	3	2	1	14
Ellbert Signal	1	3	2	2	3	2	1	15
Weighting Factor	2	1	1	1	1	1	1	

Criteria	Scoring
Safety	Is the alternative expected to decrease the frequency or severity of crashes
Operations	Does the alternative result in improved Level-of-Service
Convenience	Does the alternative require out-of-direction travel
Impacts	Are there significant challenges with implementation of this alternative
Multimodal	Does the alternative enhance multimodal opportunities
Feedback	What do the public and staff think of the alternative
Maintenance	The level of effort it takes to keep the intersection functioning

The access configuration for Main Street that scored the highest was the three-quarter access option. This would permit left and right-turns from Kiowa Ave to Main Street, as well as right-turns out from Main Street to Kiowa Ave.

The results of the traffic and circulation analysis determined that signalized access to Kiowa Ave will be required in the future in order to accommodate the expected traffic demands resulting from development within Olde Town. Based on the results of the evaluation, **it is recommended that Banner St be the location of a future traffic signal serving Olde Town.** Concerns with the grade of Kiowa Ave at Elbert St, and the distance from the Main St corridor were some of the factors that resulted in Banner St being the recommended location. Improvements to the intersection of Banner St and Kiowa Ave are anticipated to better accommodate a future traffic signal at that location.

Parking Analysis

Main Street Parking Configuration

The Town’s recent streetscape project developed two alternative concepts for Main Street parking, one that included angled parking, the other parallel parking. For the Olde Town Circulation Study, we reviewed these concepts from a parking needs perspective. Other perspectives, including right-of-way, cost, amenity space, were considered during the streetscape project and not revisited in the current study.

Main Street parking alternatives:

- Angled parking both sides,
- Parallel parking both sides

Preliminary estimates of the number of parking spaces for each option, as well as the number of existing spaces were estimated for the Main St corridor:

Parking Scenario	Approx. Number of On-Street Parking Spaces	Change in Number of On-Street Parking Spaces
Do Nothing	57	-
Parallel	71	+14
Angled	107	+50

It is worth noting that the gain in parking spaces (+14) associated with the parallel parking alternative generally occur south of Elm St. North of Elm St the parallel parking scenario results in a loss of two parking spaces when compared to the number of existing spaces.

The following provides a summary of the pros and cons of the parking alternatives:

Angled Parking	Parallel Parking
Pros: <ul style="list-style-type: none"> ✓ Maximizes parking ✓ Easier to enter spaces ✓ Parking maneuver takes less time 	Pros: <ul style="list-style-type: none"> ✓ Takes up less room ✓ Easier to exit parking ✓ May have lower crash occurrence
Cons: <ul style="list-style-type: none"> × May have higher crash occurrence × Harder to exit parking × Takes up more room 	Cons: <ul style="list-style-type: none"> × Door swings into traffic × Parking maneuver takes more time × Minimizes parking × Harder to enter parking

Several studies comparing angled to parallel parking have determined that parallel parking is more desirable if you can provide enough parking spaces to meet the demand with that configuration. Parallel parking requires less street width and typically has a better safety record. Angled parking enables more spaces to be provided, which accommodates a higher level of parking activity which also typically results in a greater number of crashes. Parking-related crashes tend to be minor property damage only crashes (i.e., fender benders).

As discussed in the following section, as Main Street and the Olde Town area continues to (re)develop, the parking demand is expected to exceed the amount of on-street parking that can be provided using parallel parking alone. For this reason, ***angled parking is recommended along Main St.*** Maximizing parking along Main Street will accommodate the parking demand

for existing and future businesses along the corridor while minimizing disruption to neighboring areas.

Parking Demands in Olde Town

As a part of the study, an online survey was conducted that revealed the following:

- Over 80% of respondents reported being able to find a parking space near their Main St destination.
- Nearly 40 percent of respondents were willing to walk 2 minutes (or less) from a parking space to their destination while an additional 38% were willing to walk up to 5 minutes.

Presently, there are approximately 120 on-street parking spaces within a 2-minute walk (360-ft or so) of Main St. This generally includes the area from east of Banner St to and including Main St.

An ordinance was recently adopted that provides a 20% relief to the Municipal Code required number of parking spaces in the Downtown District. However, there are several existing businesses that do not currently meet the required number of off-street parking spaces. These businesses predate the Code, have been grandfathered, and rely on on-street parking to accommodate the balance of their parking needs.

All told, existing businesses along Main St, plus the planned developments at Gesin’s, Carriage Shops, and Main St Station require approximately 270 parking spaces. It is estimated that existing and planned developments accommodate approximately 90 of these parking spaces off-street.

The following summarizes the Olde Town parking supply and demand estimates:

Parking supply within 2-minute walk (on-street):	120 spaces
Main St parking supply (off-street):	<u>90 spaces</u>
Total parking supply:	210 spaces
Parking demand:	<u>270 spaces</u>
Current parking deficit:	(60 spaces)
Additional angled parking along Main St:	50 spaces
Additional parking beyond 2-minute walk:	10 spaces

The analysis reveals that there is sufficient on-street and off-street parking within a 2-minute walk of Main St to accommodate expected demand provided:

- Angled parking is implemented along Main St (gains 50 spaces)
- At least 90 off-street parking spaces are provided through the Gesin’s, Carriage Shops, and Main Street Station projects.

The minor additional parking demand (10 spaces) is accommodated beyond a 2-minute walk of Main St. A total of 40% of survey respondents reported being willing to walk between 2 and 5 minutes to reach their destination.

Not addressed in the parking analysis is the redevelopment of Frontier High School or the Walnut Grove Townhomes. As a 100% residential development, Walnut Groves will be required to provide the necessary parking spaces off-site. With respect to Frontier High School, the parking demand for this development was not included in the analysis as the nature and timing of the development are largely unknown, and the extent to which the development will provide off-street parking is also unknown. It is assumed that all the residential parking demand will be provided off-street, and that any commercial development parking will be accommodated on-site, on an adjacent parcel, or on-street in the immediate vicinity. The Frontier High School site is more than a 2-minute walk from Main St and therefore should not rely on Main St parking supply to address their parking demand. Once the development specifics are known, ***it is recommended that sufficient parking to accommodate Frontier High School be provided within a two-minute walk of the development.***

Summary

The study outlines a plan for the Olde Town area that considers how development and parking influences the future of the area. Specific objectives included evaluating one-way versus two-way Main Street, where it makes the most sense to locate a future traffic signal to serve the area and identifying the pros and cons for parallel and angle parking configurations along Main Street. The results of the study are intended to help guide the town as changes occur within Olde Town.

The study resulted in the following recommendations:

- Retain two-way traffic flow along the length of Main Street.
- Install a traffic signal at the intersection of Kiowa Ave & Banner St when volumes warrant.
- Provide angled parking along Main Street to maximize the number of available off-street spaces.
- When Frontier High School site redevelops, provide sufficient parking within a two-minute walk to accommodate their expected demand.

Appendix

~~Traffic Counts~~

~~Existing Conditions Map~~

~~Parking Generation Estimates~~

Public Meeting #1

Board of Trustees #1

Public Meeting #2

Survey Results

DRAFT



Olde Town Circulation Study



Public Meeting #1

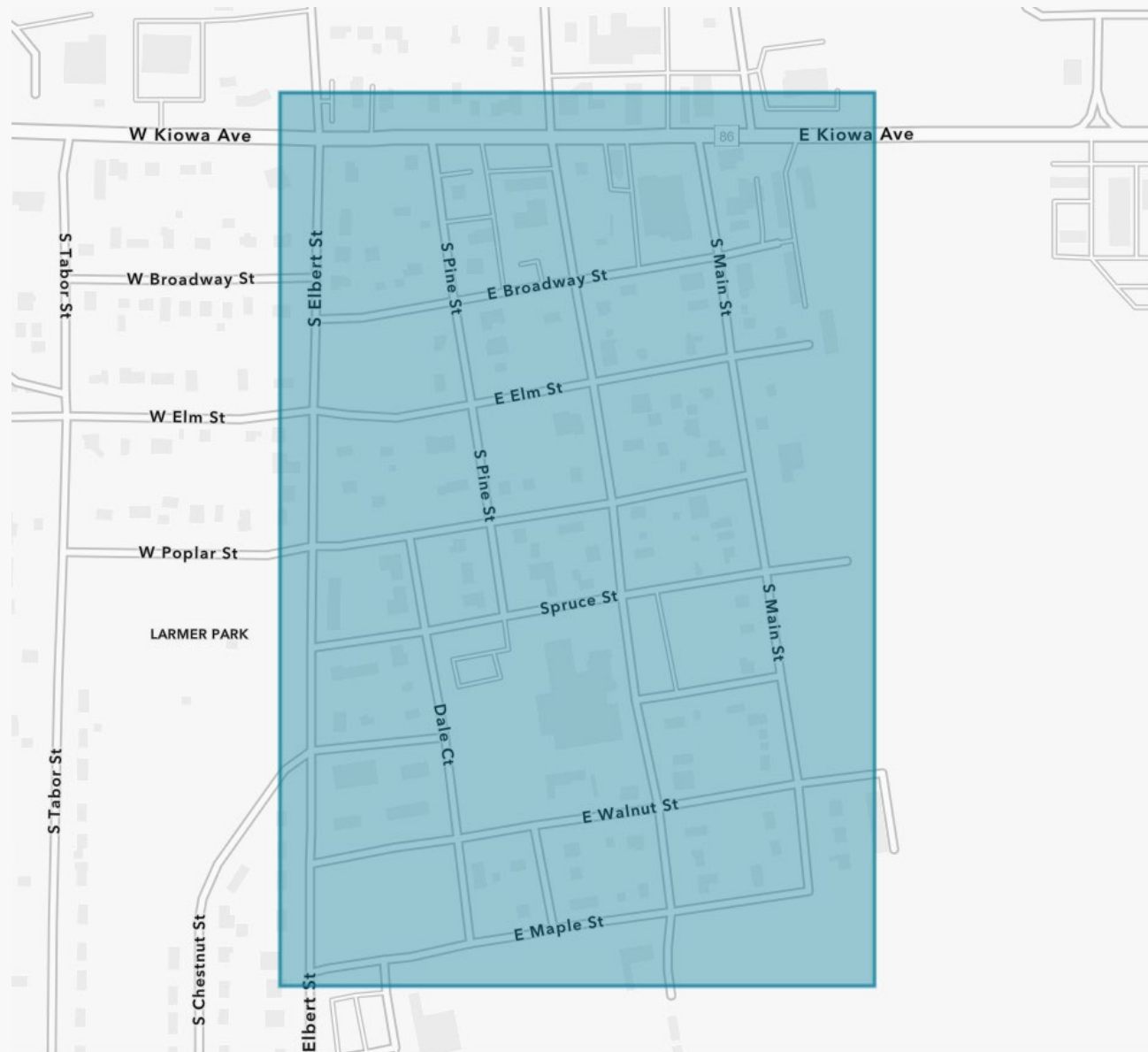
January 19, 2023

Agenda

- Introduction
- Schedule
- Preliminary Survey Results
- Existing Situation
- Alternatives
- Next Steps
- Open House

Introduction

- About the project
- Goals and objectives
- Results



Schedule

- Project kick-off: Nov 8
- Data collection / field visit: Nov 15
- Initial Story Map: Dec 12
- ➔ • **Public meeting #1: Jan 19**
- Story Map update: Feb 2
- Public meeting #2: Feb 23
- BOT meetings: Feb 14, Mar 14 (if necessary)
- Final Story Map / project completion: Mar 30

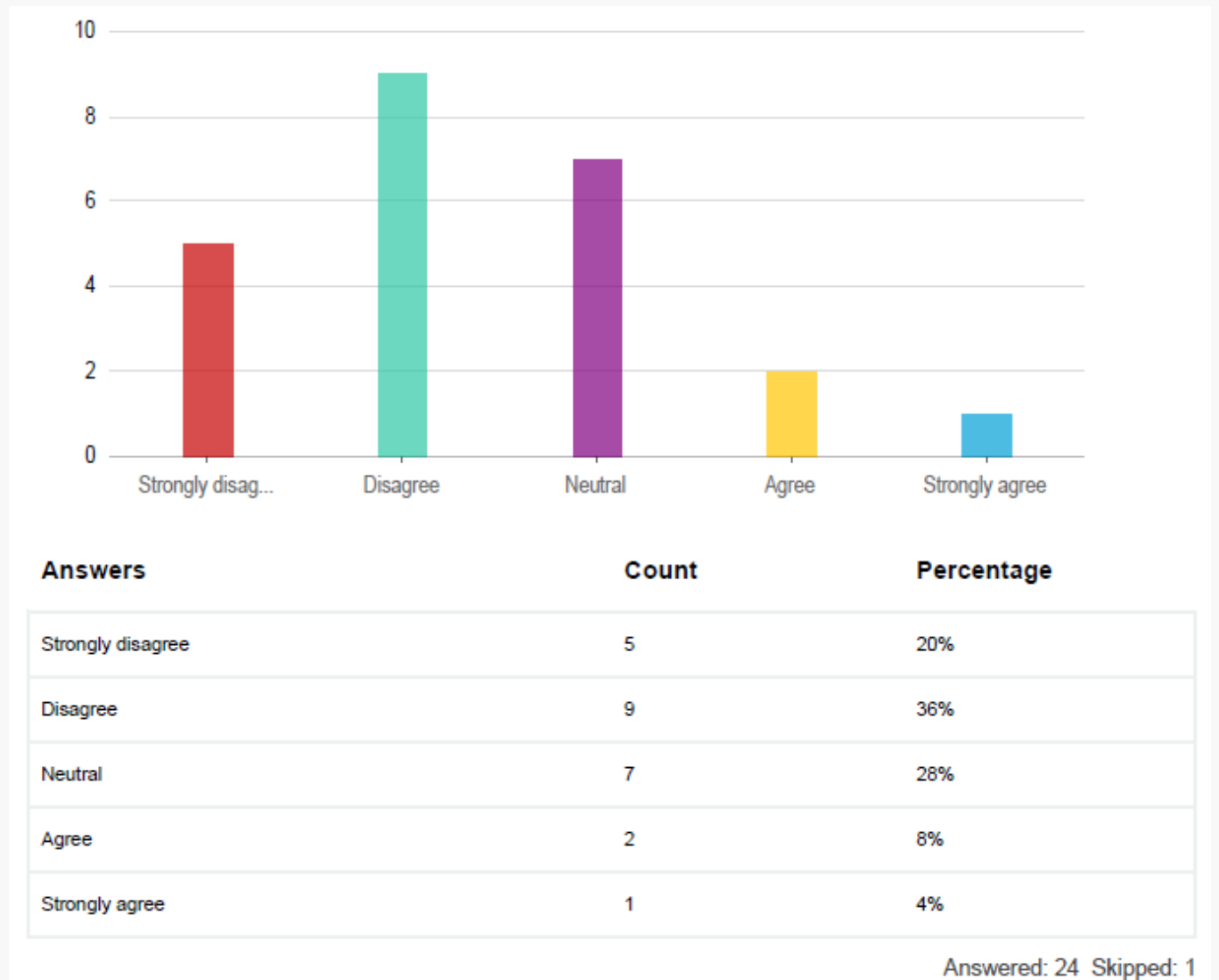


<https://arcg.is/n44qT>

Opinion Survey

- 25 online visitors completed the survey
- About half (56%) report visiting Main Street at least once a week
- Nearly 40% use the signal at Elizabeth St to access SH-86
- Most (80%) agree that parking is easy to find and strongly feel it should remain unrestricted / free

Opinion Survey



Q4. I support converting Main Street to a southbound one-way

Opinion Survey

Q5. Why? (17 people answered)

<ul style="list-style-type: none">• Need more information	<ul style="list-style-type: none">• Nuisance / detriment for businesses (4x)
<ul style="list-style-type: none">• Hard to turn left at SH-86	<ul style="list-style-type: none">• Will cause more residential traffic (2x) or just move the problem elsewhere
<ul style="list-style-type: none">• Olde Town isn't that busy	<ul style="list-style-type: none">• Leave well enough alone
<ul style="list-style-type: none">• Will bring traffic into downtown and make parking easier	<ul style="list-style-type: none">• I'm neutral but the plan needs to make sense
<ul style="list-style-type: none">• Don't like the streetscape options, opposed to parallel parking	<ul style="list-style-type: none">• Prefer two-way with a traffic light
<ul style="list-style-type: none">• One-way would improve traffic flow and signal offers a safe alternative to get on SH-86	<ul style="list-style-type: none">• Don't want Parker Main Street

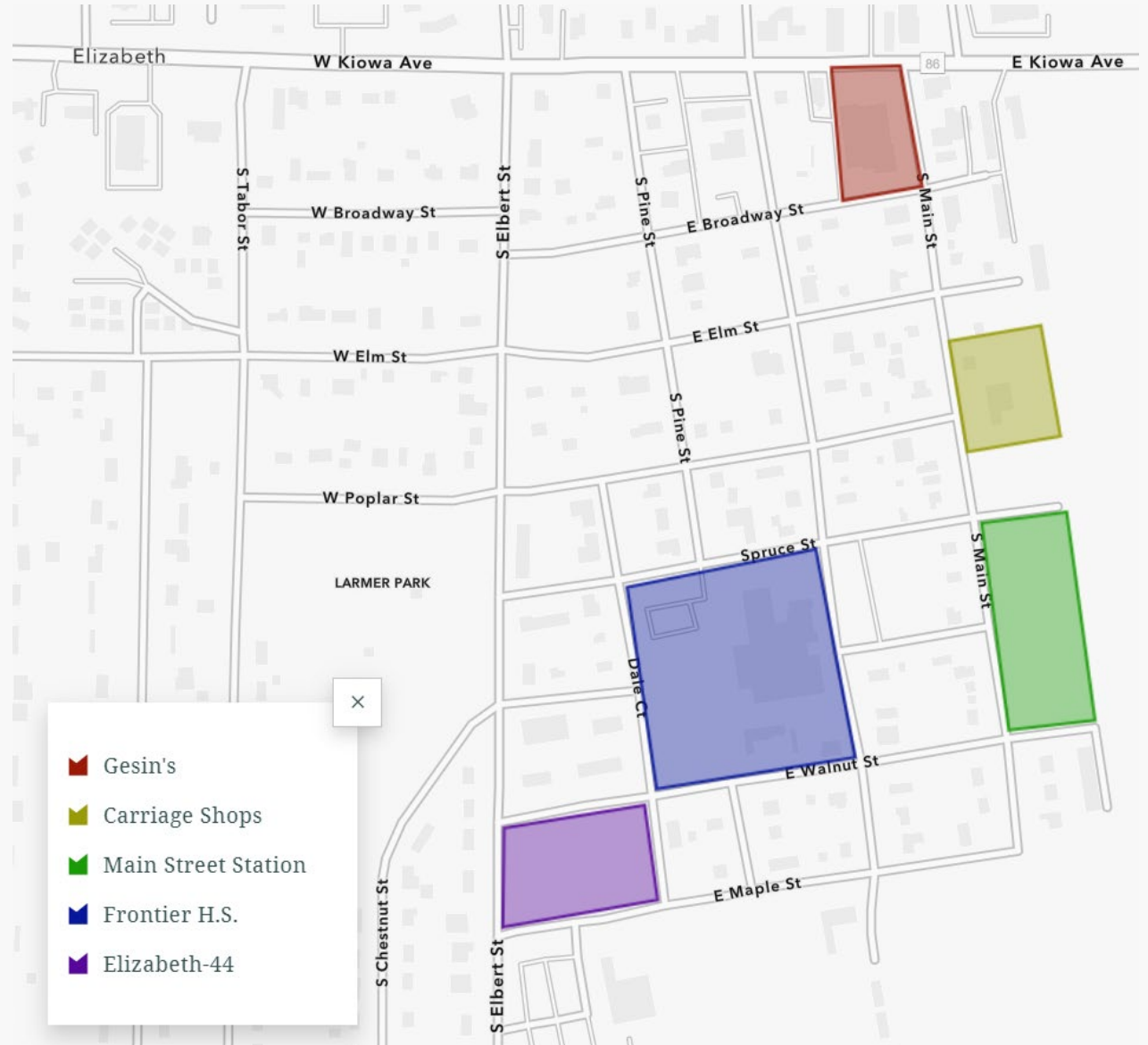
Existing Situation



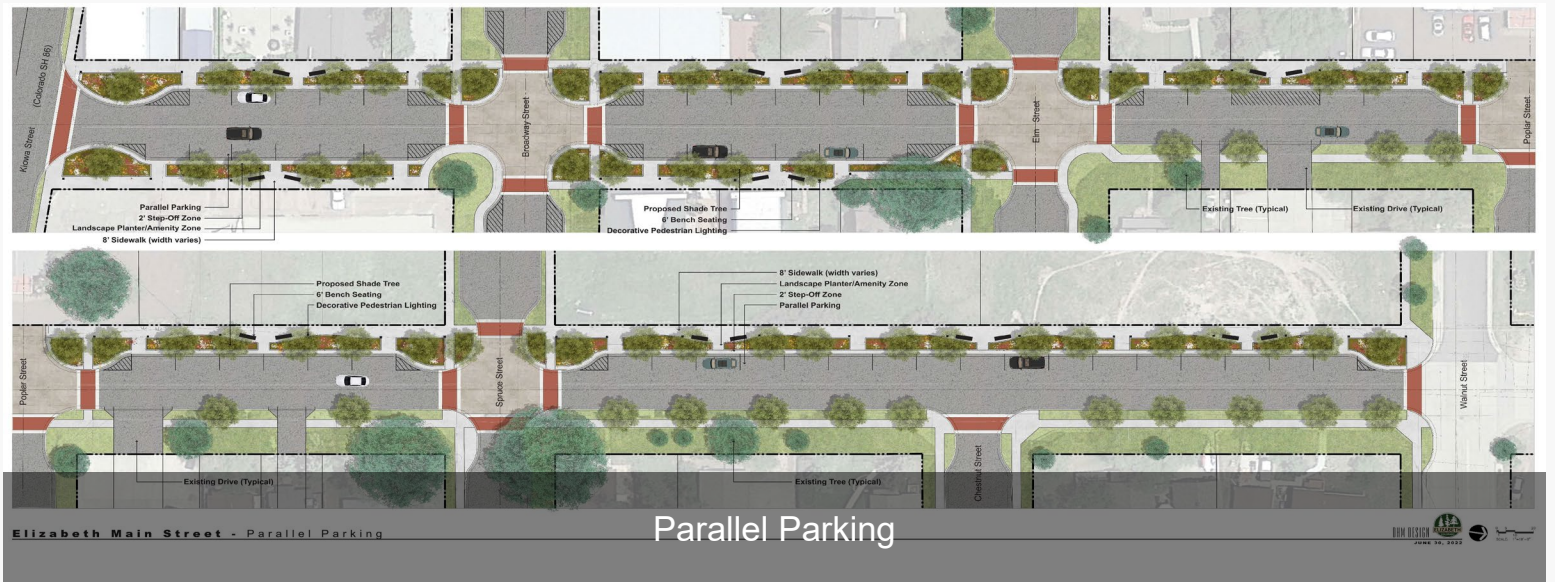
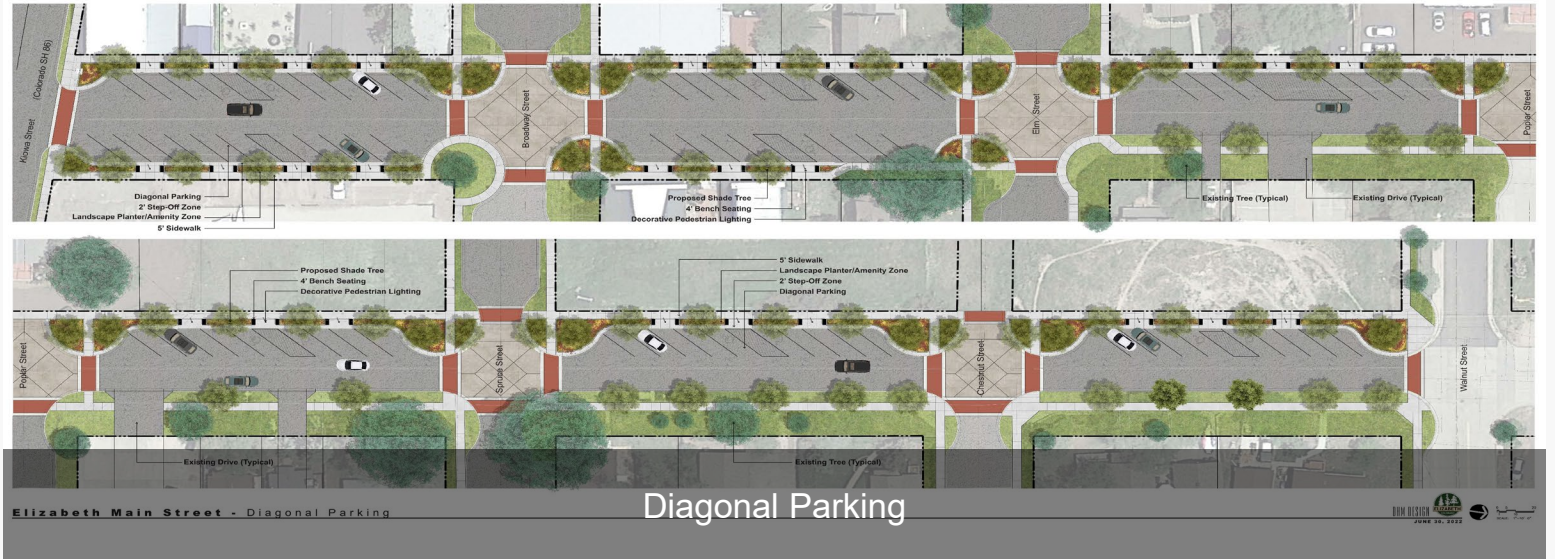
Existing Situation



Considerations




Considerations




Main St One-Way With Signal at Elbert St or Banner St



Legend

One-Way 


Traffic Signal 


Two-Way 

Main St Two-Way With Signal at Elbert



Legend

One-Way 

Traffic Signal 

Two-Way 

Next Steps

- Consider feedback
- Complete traffic and parking analysis
- Evaluate alternatives
- Advise staff and BOT
- Address comments
- Conclude the project

Thank you!



Matt Brown

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Olde Town Circulation Study



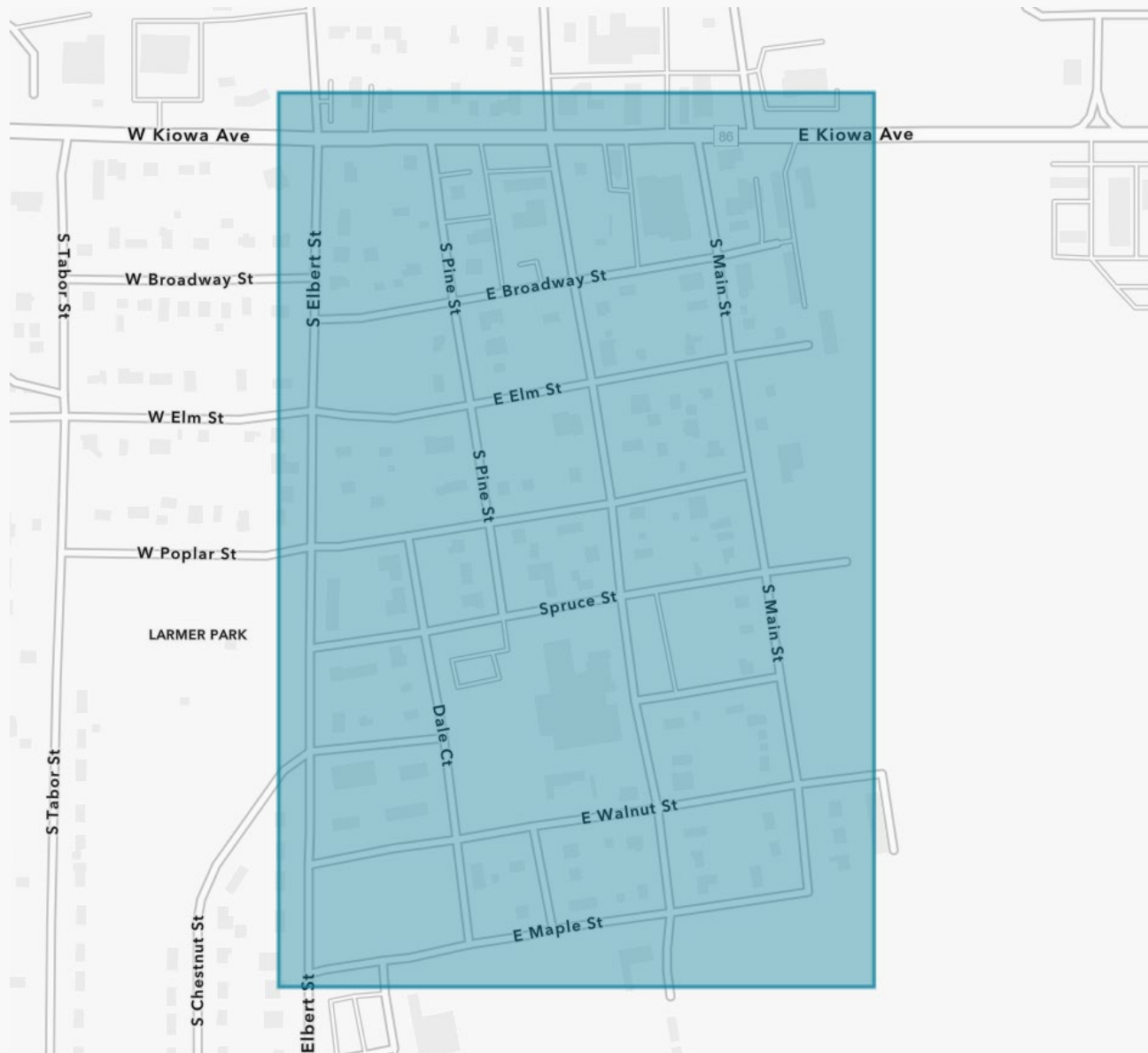
Board of Trustees
February 14, 2023

Agenda

- Introduction
- Schedule
- Survey Results
- Interim Recommendations
 - Main St One-Way
 - Angle v. Parallel Parking
 - Parking Demand Analysis
- Next Steps
 - Access Alternatives
 - Open House Feb 23

Introduction

- About the project
- Goals and objectives
- Results



Schedule

- Project kick-off: Nov 8
- Data collection / field visit: Nov 15
- Initial Story Map: Dec 12
- Public meeting #1: Jan 19
- Story Map update: Feb 11
- ➔ • **BOT meetings: Feb 14, Mar 14** (if necessary)
- Public meeting #2: Feb 23
- Final Story Map / project completion: Mar 30

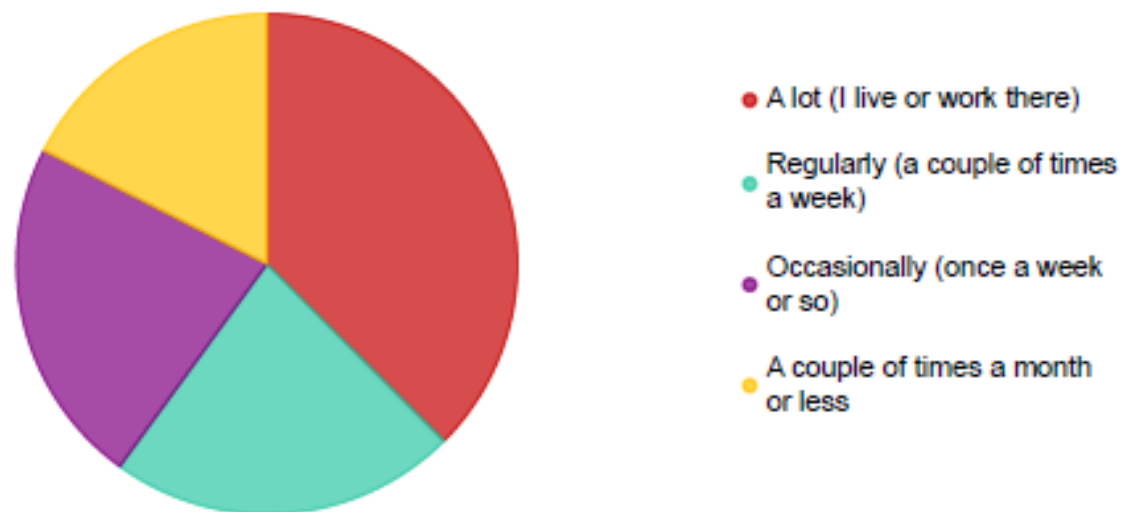


<https://arcg.is/n44qT>

Opinion Survey

- Intended to help us to understand concerns and opportunities
- 43 online visitors completed the survey
- Results more consistent than expected
- Beware potential for biased results

1. On average, I visit The Main Street area



Answers

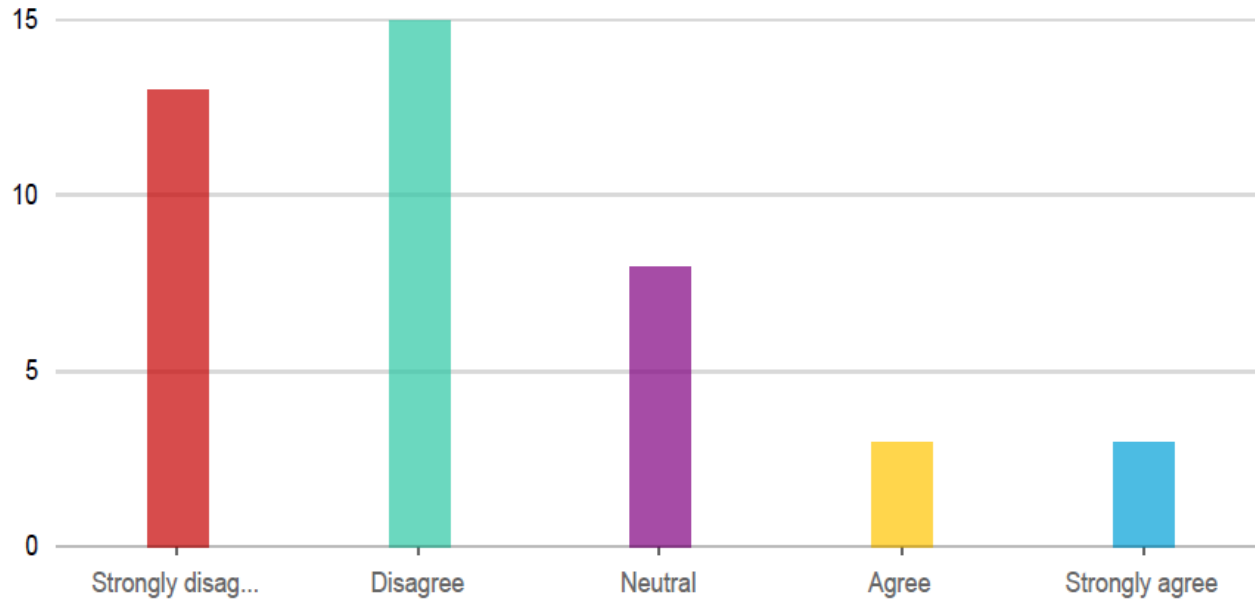
Count

Percentage

A lot (I live or work there)	15	34.88%
Regularly (a couple of times a week)	9	20.93%
Occasionally (once a week or so)	9	20.93%
A couple of times a month or less	7	16.28%

Answered: 40 Skipped: 3

4. I support converting Main Street to a southbound one-way



Answers	Count	Percentage
Strongly disagree	13	30.23%
Disagree	15	34.88%
Neutral	8	18.6%
Agree	3	6.98%
Strongly agree	3	6.98%

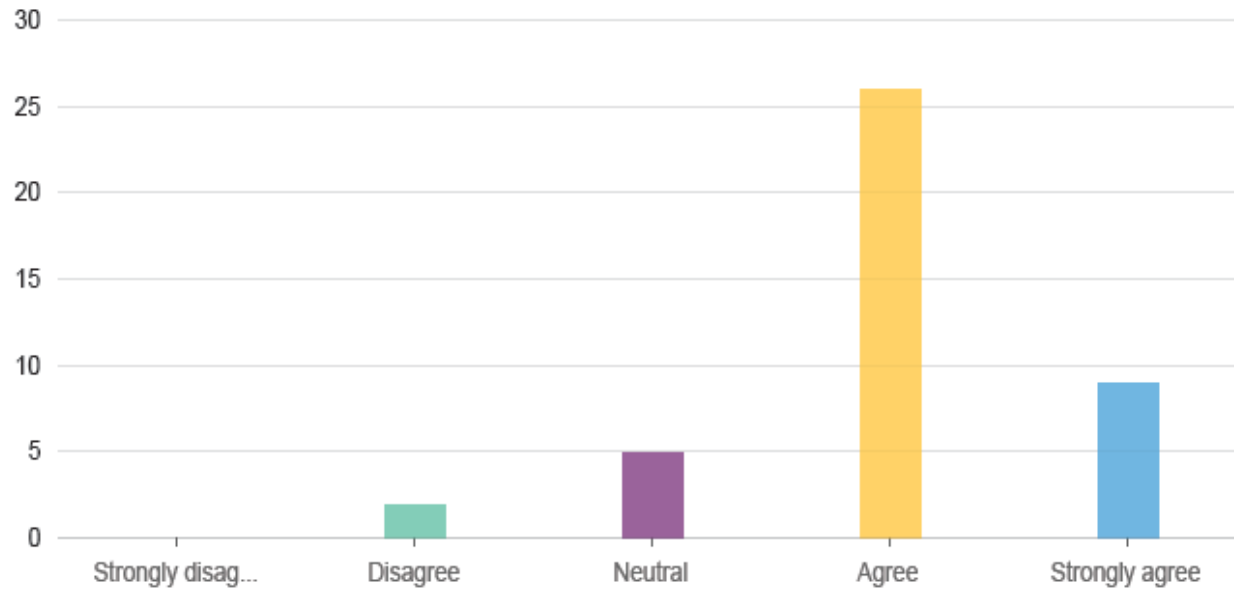
Answered: 42 Skipped: 1

Prior to 1st Open House:
56% Disagree / Strongly Disagree

28% Neutral

12% In Favor

6. I can usually find a parking space near my destination



Answers

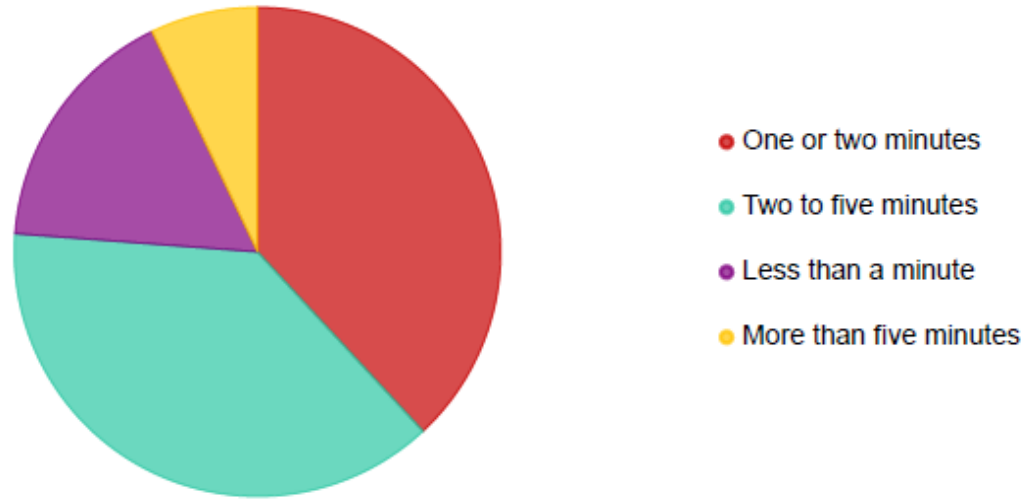
Count

Percentage

Strongly disagree	0	0%
Disagree	2	4.65%
Neutral	5	11.63%
Agree	26	60.47%
Strongly agree	9	20.93%

Answered: 42 Skipped: 1

8. For me personally, a reasonable walk distance from my car to my destination is:



Answers	Count	Percentage
One or two minutes	16	37.21%
Two to five minutes	16	37.21%
Less than a minute	7	16.28%
More than five minutes	3	6.98%

Answered: 42 Skipped: 1

Interim Results and Recommendations

- Evaluate impacts of converting Main St to southbound one-way,
- Evaluate on-street parking configuration (angle v. parallel) for Main St, and
- Identify overall parking needs of Olde Town as properties continue to (re)develop

Main St One-Way

Study Recommendation: Allow Main Street to remain two-way

- Minimizes amount of traffic using local streets
- Avoids confusion, potential for wrong-way traffic, and out-of-direction travel
- Maintains freedom of movement
- Allows Olde Town traffic to access Main St w/o using CO-86

Angle v. Parallel Parking

Study Recommendation: Provide angle parking along Main St

- Maximizes number of parking spaces provided
- Largely meets the expected future demand
- Lessens the need for additional public parking areas

Parking Demand Analysis

Study Recommendation: Provide sufficient parking (on-street, off-street, and within a two-minute walk of Main St) to meet Code

- Parking supply within 2-minute walk (on-street): 120 spaces
- Main St parking supply (off-street): 90 spaces
- Additional parking spaces (assumes angled): 50 spaces
- Parking demand: 270 spaces
- Total deficit (w/in 2-minute walk): 10 spaces

Next Steps

- Complete traffic and parking analysis
- Evaluate alternatives
- Public Meeting #2 (Feb 23, 2023)
- Address comments
- Conclude the project

Thank you!



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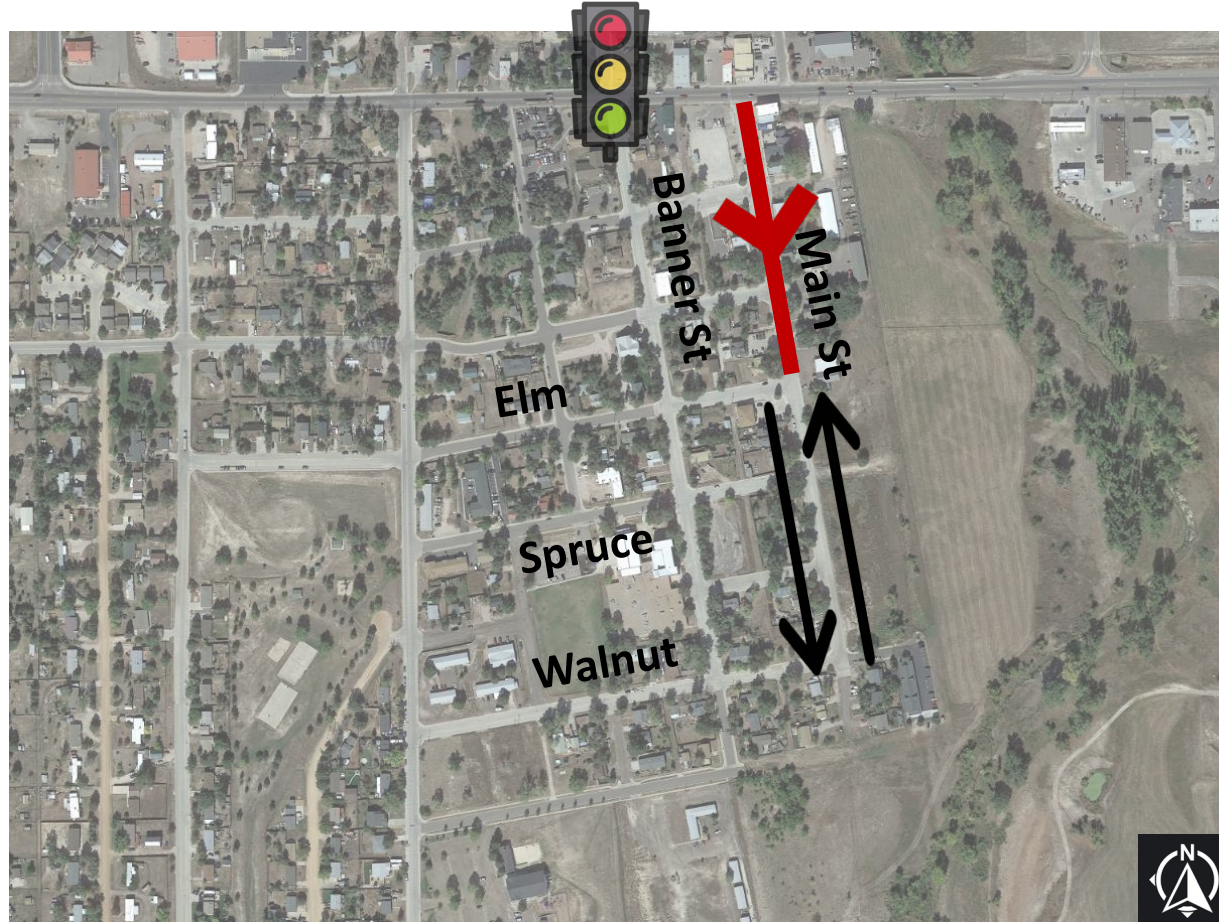
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303-221-2330

LOS Results of Alternatives

Alternatives	Intersection LOS (level of service)		
	Elbert	Banner	Main st
Existing	C	C	C
One way Main St to Elm(Signal at Banner)	F	B	A
One way Main St with signal at Elbert	C	E	A
RIRO at Main St and Kiowa (Main St two way)	F	F	C
Signal at Elbert (Main St two way)	C	C	C
Signal at Main St(Main St two way)	E	C	C
3-4 at Main St and Kiowa(Main St Two way)	F	F	C

One-Way Main St to Elm with signal at Banner



Legend


One-Way 


Traffic Signal 

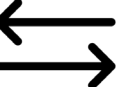
Two-Way 

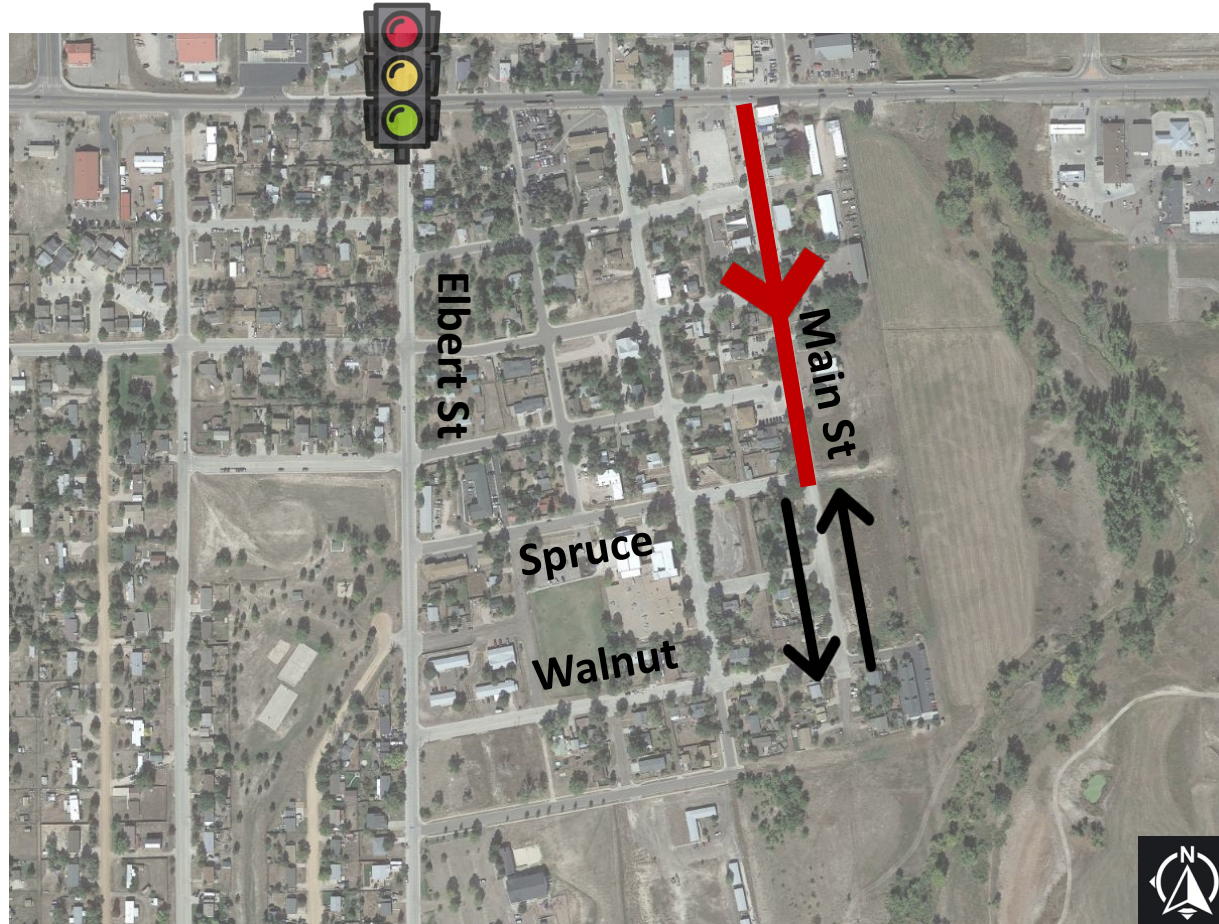
One-Way Main St with Signal at Elbert

Legend

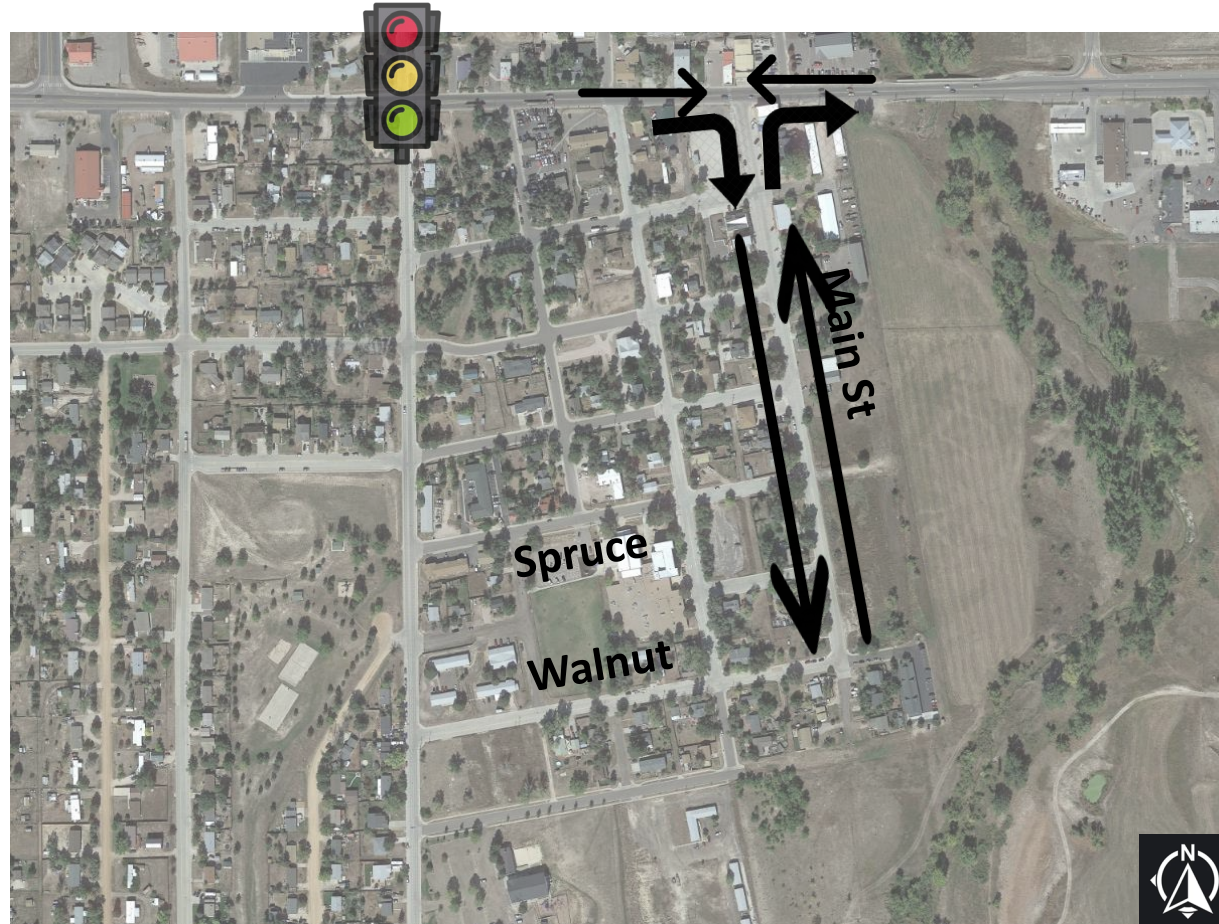
One-Way 

Traffic Signal 

Two-Way 



Main St Two-Way with Right in Right Out at Kiowa and Main St



Legend

One-Way 

Traffic Signal 

Two-Way 

Main St Two-Way With Signal at Elbert



Legend

One-Way 

Traffic Signal 

Two-Way 

Main St Two Way with Signal at Main St



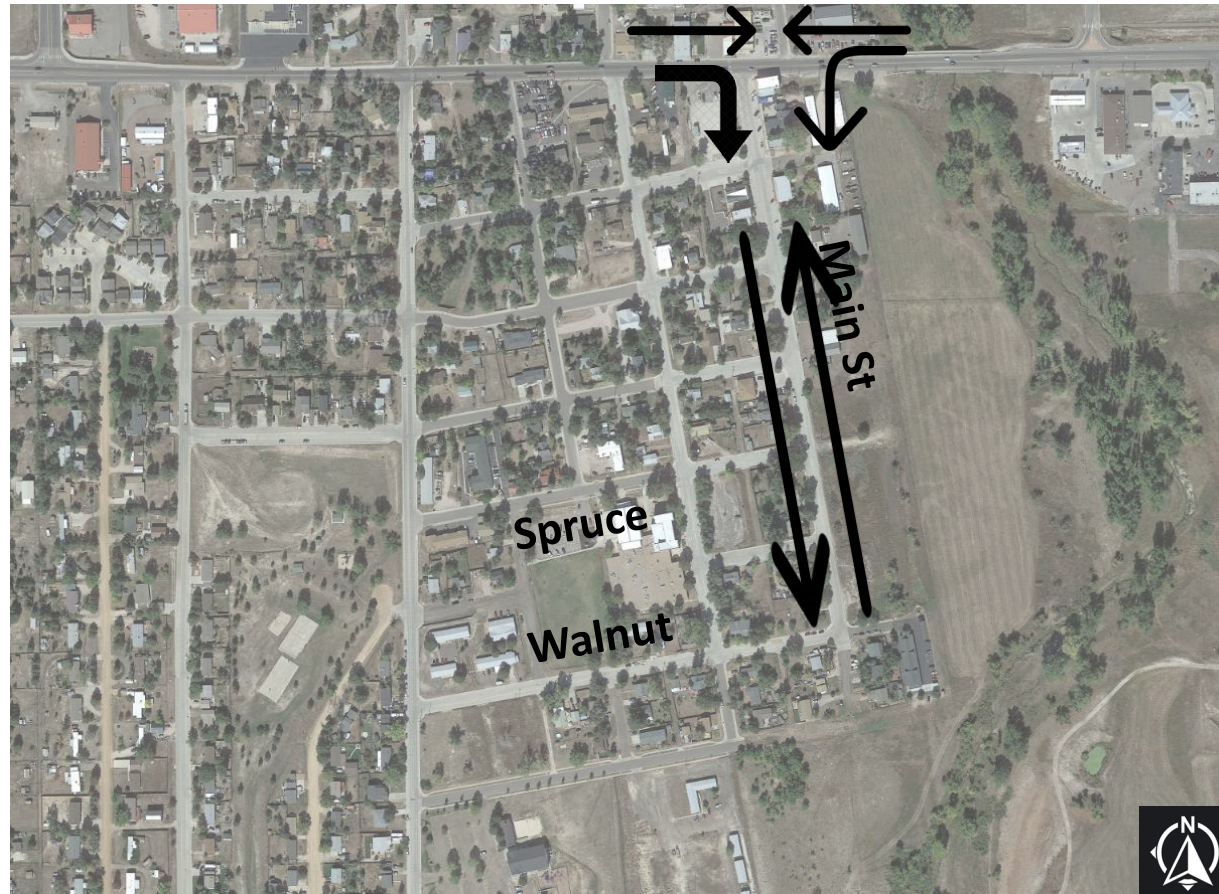
Legend

One-Way 

Traffic Signal 

Two-Way 

Main St Two-Way with $\frac{3}{4}$ Movement at Kiowa and Main St



Legend

One-Way 

Traffic Signal 

Two-Way 



Olde Town Circulation Study



Public Meeting #2
February 23, 2023

Agenda

- Schedule
- Feb 14 BOT Mtg Summary
- Alternatives
- Recommendations / Next Steps

Schedule

- Project kick-off: Nov 8
- Data collection / field visit: Nov 15
- Initial Story Map: Dec 12
- Public meeting #1: Jan 19
- Story Map update: Feb 12
- BOT meeting: Feb 14
- ➔ • **Public meeting #2: Feb 23**
- BOT meeting: Mar 14 (if necessary)
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<https://arcg.is/n44qT>

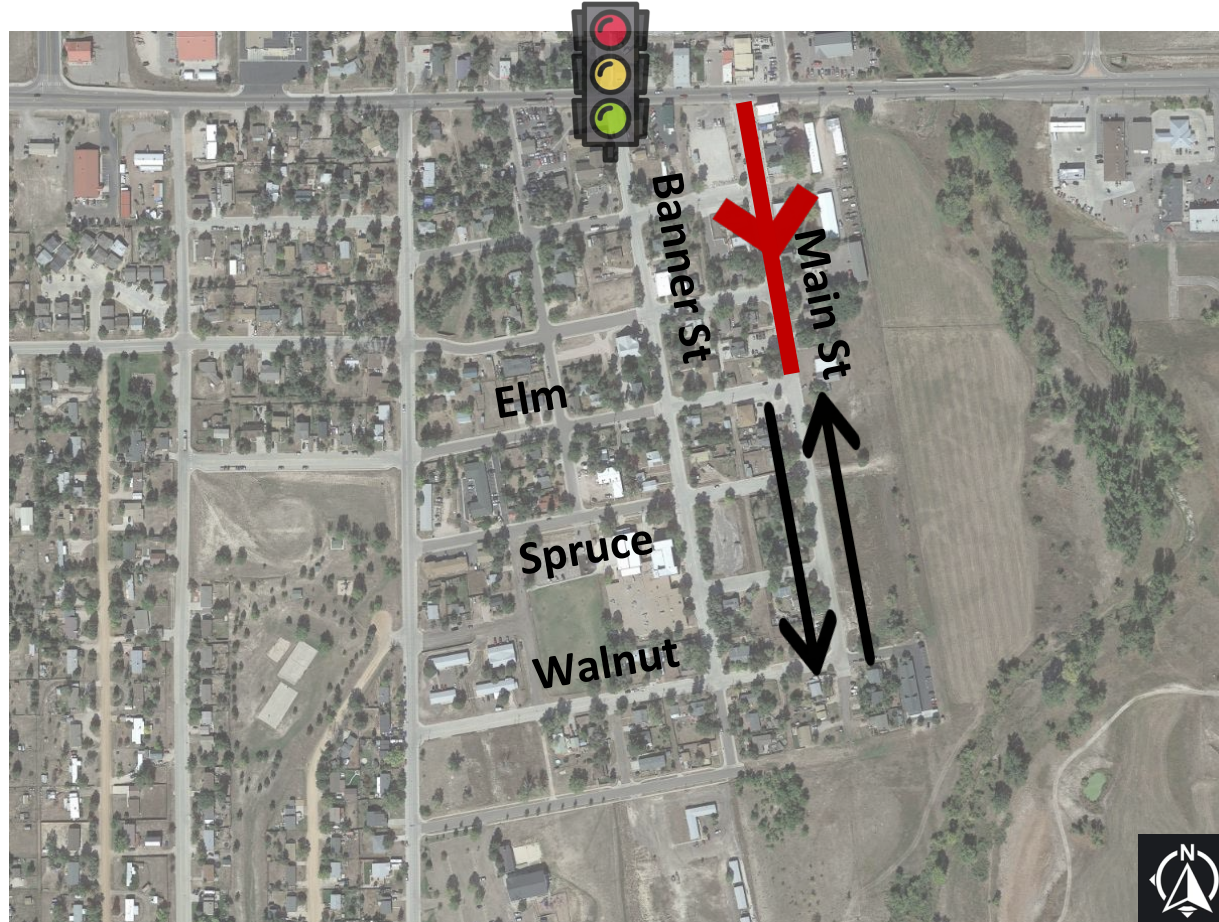
Feb 14 Board of Trustees Mtg Summary

- Recommendations were provided to BOT on 2/14, including:
 - Allow Main Street to remain two-way
 - Provide angled parking to maximize spaces and minimize walk distance
- Other scenarios (parallel or combination thereof) would:
 - Result in additional need for off-street parking
- Other access and circulation recommendations forthcoming

Alternatives

- One-Way Main St to Elm St with signal at Banner St
- One-Way Main St to Spruce St with Signal at Elbert St
- Main St Two-Way with Right in Right Out at Kiowa Ave & Main St
- Main St Two-Way with $\frac{3}{4}$ Movement at Kiowa Ave & Main St
- Main St Two Way with Signal at Main St
- Main St Two-Way With Signal at Banner St
- Main St Two-Way With Signal at Elbert St

One-Way Main St to Elm St with signal at Banner St



Legend

One-Way 

Traffic Signal 

Two-Way 

One-Way Main St to Elm St with signal at Banner St



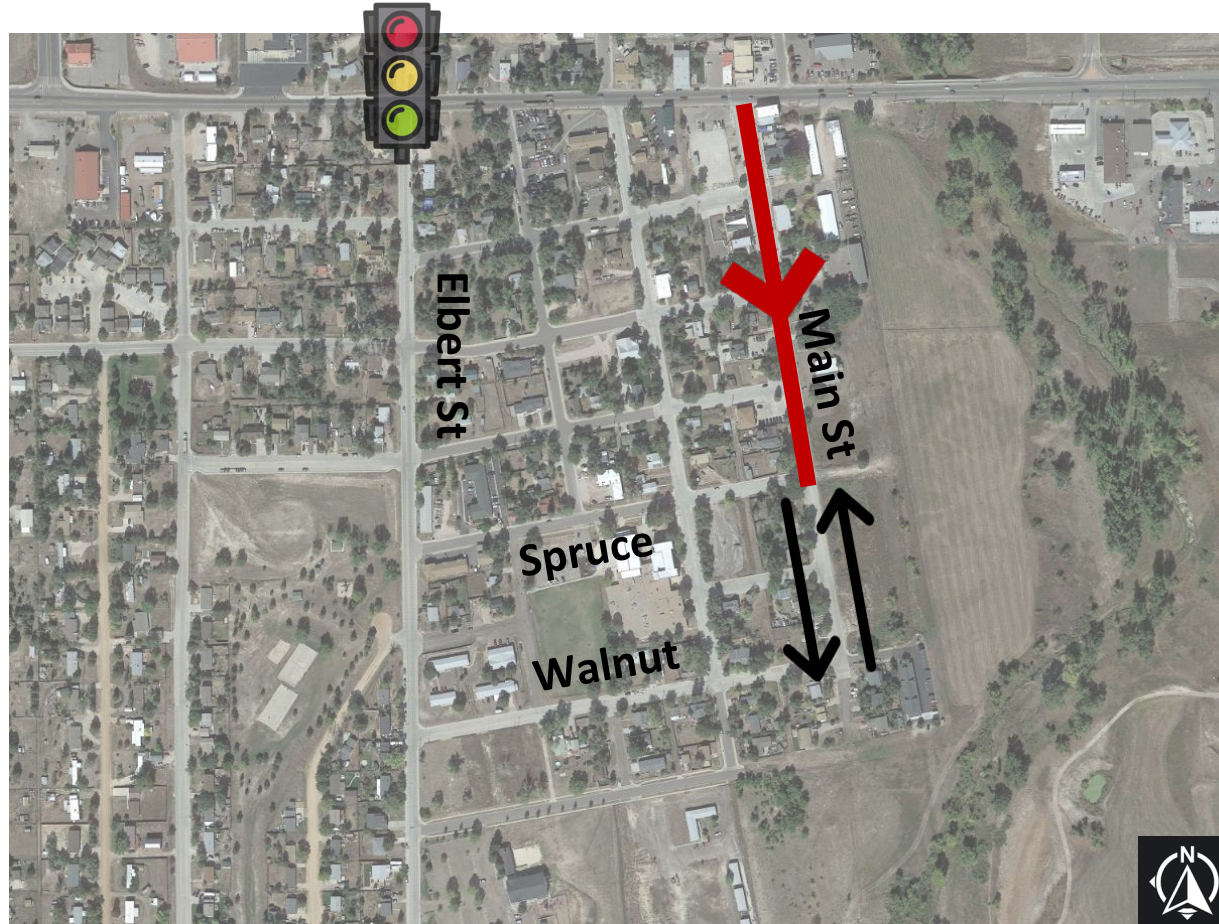
Legend

One-Way 

Traffic Signal 

Two-Way 

One-Way Main St to Spruce St with Signal at Elbert St



Legend

One-Way 

Traffic Signal 

Two-Way 

One-Way Main St to Spruce St with Signal at Elbert St



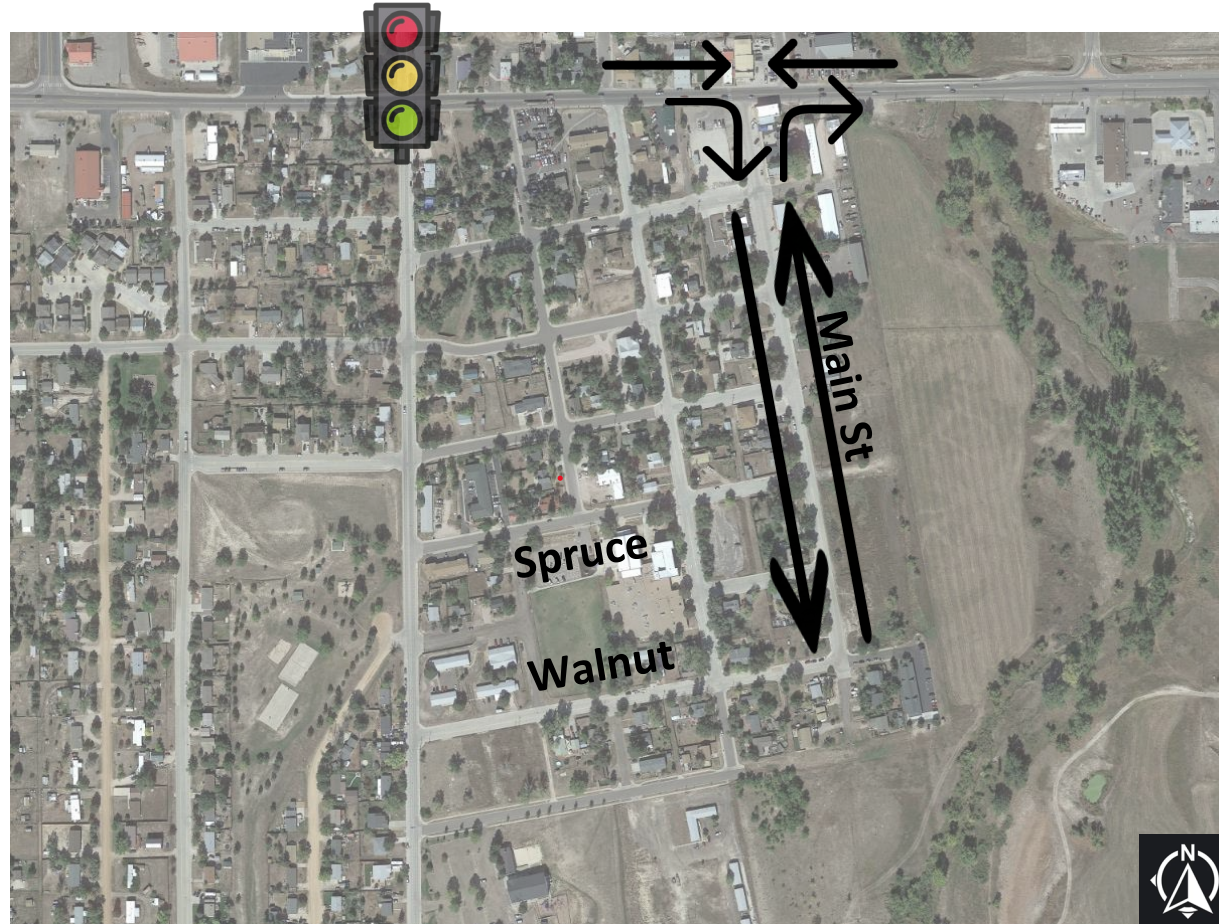
Legend

One-Way 

Traffic Signal 

Two-Way 

Main St Two-Way w/Right-in/Right-Out at Kiowa Ave & Main St



Legend

One-Way 

Traffic Signal 

Two-Way 

Right-in/Right-Out at Kiowa Ave & Main St

Features Include:

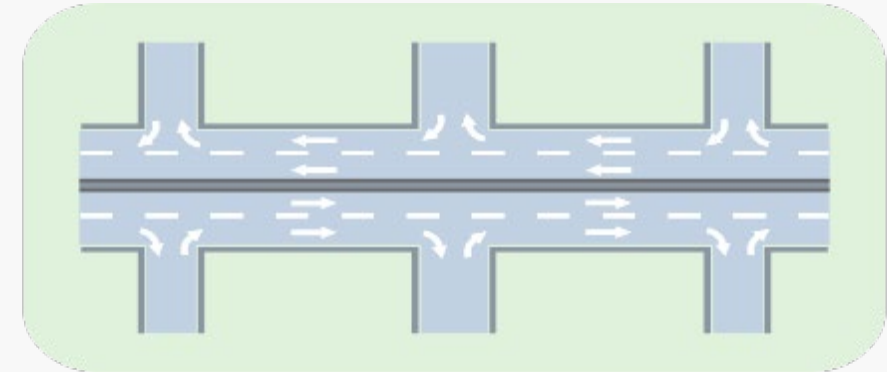
- Eastbound right-turn lane
- Raised center median with ped crossing refuge
- Limited local access to Kiowa Ave
- Retains existing crosswalk and RRFB

Most restrictive access treatment short of closure

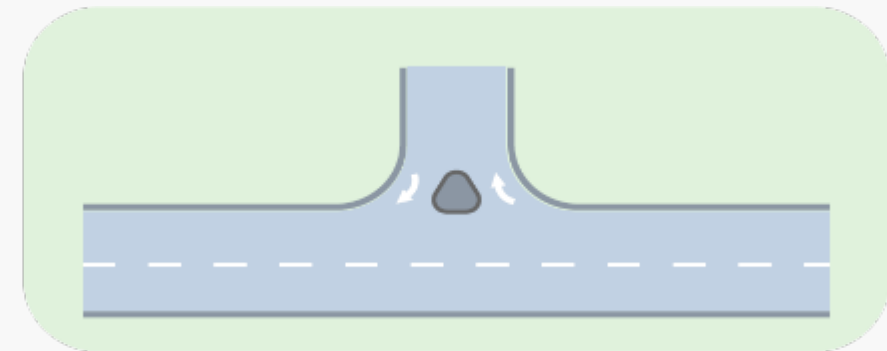
Safest access configuration

Minimizes vehicles stacked at the intersection

Traffic signal at Banner St or Elbert St

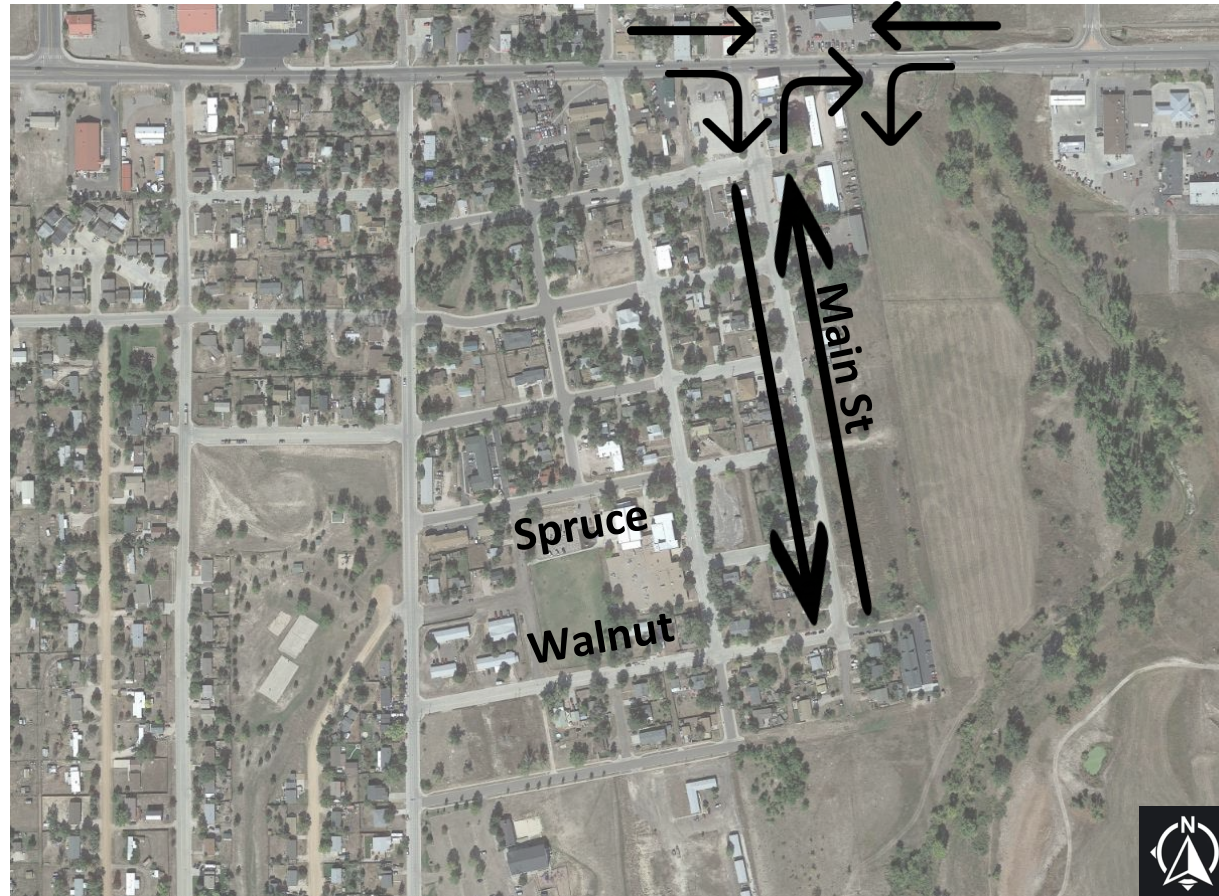


Right-in/Right-out with Raised Median



Right-in/Right-out with Channelizing Island

Main St Two-Way w/ $\frac{3}{4}$ Movement at Kiowa Ave & Main St



Legend

One-Way 

Traffic Signal 

Two-Way 

3/4 Movement at Kiowa Ave & Main St

Features Include:

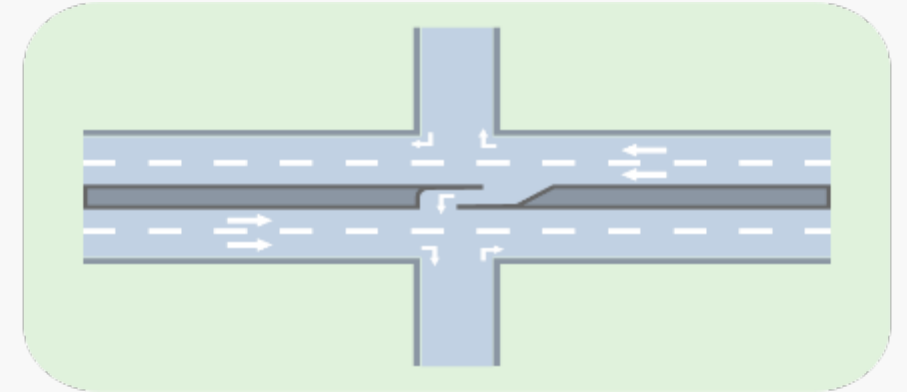
- Eastbound right-turn lane
- Raised center median with pedestrian refuge
- Limited local access to Kiowa Ave
- Retains existing crosswalk and RRFB

Full inbound and partial outbound movements

2nd Safest access configuration

Minimizes vehicles stacked at the intersection

Requires a traffic signal at Banner St or Elbert St



3/4 Movement

Main St Two-Way with Traffic Signal at Main St



Legend

One-Way 

Traffic Signal 

Two-Way 

Traffic Signal at Main St

Features Include:

- Eastbound right turn lane
- Remains unsignalized until MUTCD warrants are met
- Pedestrian push buttons and signals
- Separate left- and right-turn lanes northbound

Retains all movements at the Main St intersection

Feasibility needs to be evaluated

No north-south continuity across CO-86

Requires Access Control Plan change




Main St Two-Way with Traffic Signal at Banner St



Legend

One-Way 

Traffic Signal 

Two-Way 

Traffic Signal at Banner St

Features Include:

- Remains unsignalized until MUTCD warrants are met
- Pedestrian push buttons and signals
- Intersection reconstruction
- Separate left- and right-turn lanes northbound

Need to revisit roadway classification

Feasibility needs to be evaluated


Could combine with a limited access scenario at Main St



Main St Two-Way With Traffic Signal at Elbert St



Legend

One-Way 

Traffic Signal 

Two-Way 

Traffic Signal at Elbert St

Features Include:

- Remains unsignalized until MUTCD warrants are met
- Pedestrian push buttons and signals
- Separate left- and right-turn lanes northbound

Best location from street plan standpoint

Feasibility needs to be evaluated

Could combine with a limited access scenario at Main St



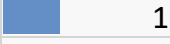


Alternative Evaluation

What criteria are being considered?

- Safety
- Operations
- Convenience
- Impacts
- Multimodal
- Maintenance
- Feedback

Alternative Evaluation

Evaluation Matrix								
Alternative	Safety	Operations	Convenience	Impacts	Multimodal	Feedback	Maintenance	Total
RIRO	3	3	1	2	2	1	2	17
3/4 move	3	3	1	2	2	2	2	18
Main signal	1	3	2	1	3	3	1	15
Banner signal	1	3	2	1	3	2	1	14
Elbert signal	1	3	2	2	3	2	1	15
Weighting Factor	2	1	1	1	1	1	1	
Favorable	 3		Criteria	Measurement				
Neutral	 2		Safety	Is the alternative expected to decrease the frequency or severity of crashes				
Unfavorable	 1		Operations	Does the alternative result in improved LOS				
			Convenience	Does the alternative require out-of-direction travel				
			Impacts	Are there significant challenges with implementation of this alternative				
			Multimodal	Does the alternative enhance multimodal opportunities				
			Feedback	What do the public and staff think of the alternative				
			Maintenance	the level of effort it take to keep the intersection working				

Recommendations

Further evaluate the engineering feasibility of the following 2 options:

Option 1 – Implement a $\frac{3}{4}$ movement intersection at Kiowa Ave & Main St and a traffic signal at either Banner St or Elbert St

Option 2 – Implement a traffic signal at Kiowa Ave & Main St

Next Steps

- Respond to public and staff comments
- Prepare concepts for Option 1 and Option 2
- Finalize recommendation and prepare study report

Thank you!



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OLDE TOWN CIRCULATION STUDY OPINION SURVEY

1. On average, I visit the Main Street Area:

- a. A lot (I live or work there)
- b. Regularly (a couple times a week)
- c. Occasionally (once a week or so)
- d. A couple of times a month or less

2. Traffic congestion along Main Street and within the Olde Town area is a problem:

- a. Never
- b. Rarely, usually during the farmers' market
- c. Sometimes
- d. During rush hour
- e. Not Sure

3. When 86 is busy and I'm leaving Main Street, I usually,

- a. Just wait at Main Street until I can turn onto (or cross) the highway
- b. Cut over to Banner, Pine or Elbert Street
- c. Circulate over to Elizabeth Street and use the traffic light
- d. Other (please describe):

i. _____

4. I support converting Main Street to a southbound one-way

- a. Strongly Agree
- b. Agree
- c. Neutral
- d. Disagree
- e. Strongly disagree

5. Follow up to number 4. Why do you feel this way?

6. I can usually find a parking space near my destination:

- a. Strongly agree
- b. Agree
- c. Neutral
- d. Disagree
- e. Strongly disagree

7. Having parking time limits or parking meters would be a benefit for Main Street Businesses:

- a. Strongly Agree
- b. Agree
- c. Neutral
- d. Disagree
- e. Strongly Disagree

8. For me personally, a reasonable walk distance from my car to my destination is:

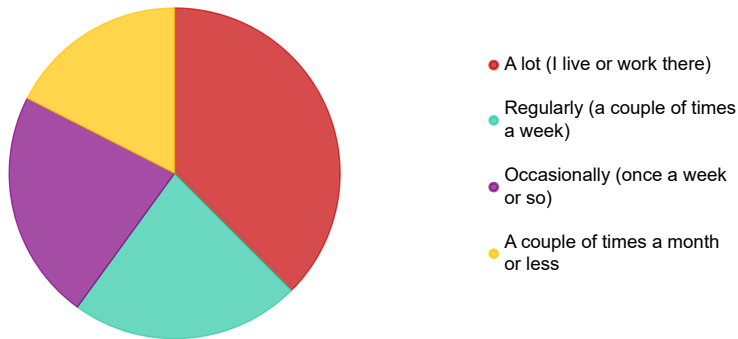
- a. Less than a minute
- b. One to two minutes
- c. Two to five minutes
- d. More than five minutes

9. I would walk more to and from Main Street and between businesses if there were better pedestrian facilities

- a. Strongly agree
- b. Agree
- c. Neutral
- d. Disagree
- e. Strongly disagree

Olde Town Circulation Study

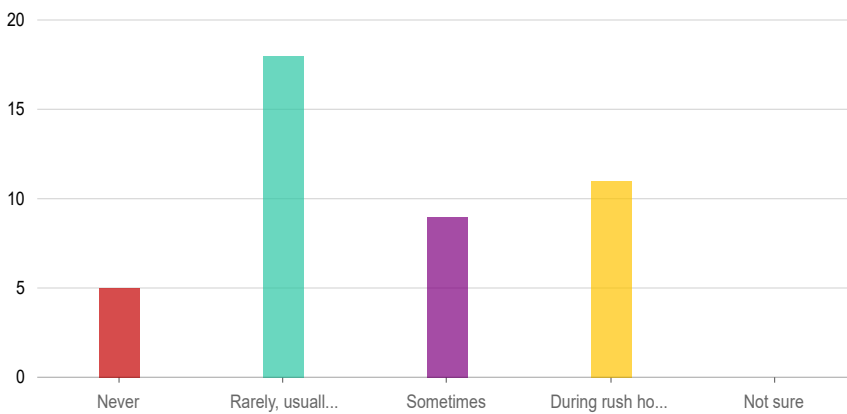
1. On average, I visit The Main Street area



Answers	Count	Percentage
A lot (I live or work there)	15	34.88%
Regularly (a couple of times a week)	9	20.93%
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Answered: 40 Skipped: 3

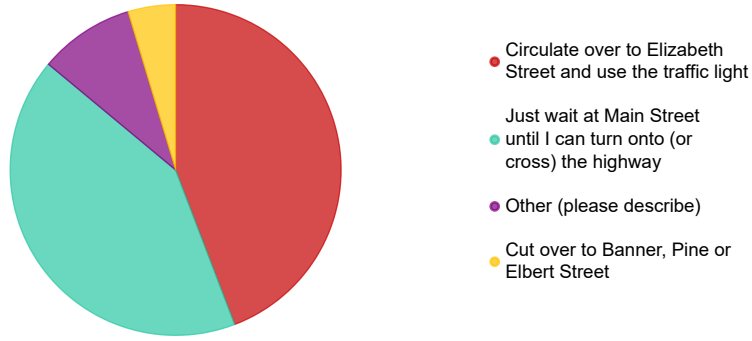
2. Traffic congestion along Main Street and within the Olde Town area is a problem



Answers	Count	Percentage
Never	5	11.63%
Rarely, usually during the farmers' market	18	41.86%
Sometimes	9	20.93%
During rush hour	11	25.58%
Not sure	0	0%

Answered: 43 Skipped: 0

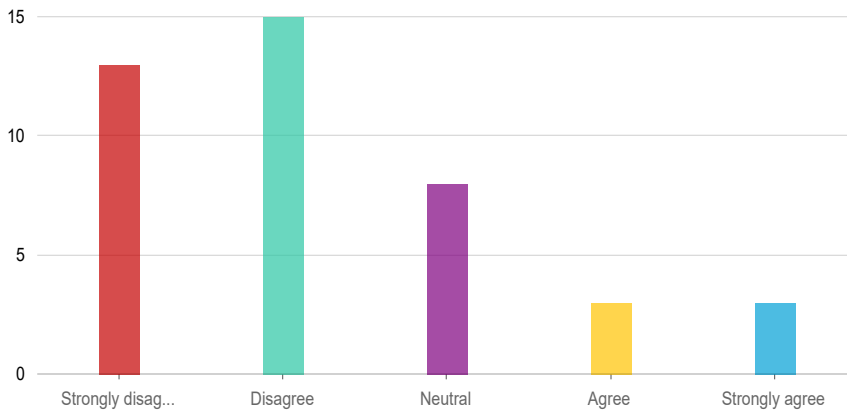
3. When Hwy 86 is busy and I'm leaving Main Street, I usually



Answers	Count	Percentage
Circulate over to Elizabeth Street and use the traffic light	19	44.19%
Just wait at Main Street until I can turn onto (or cross) the highway	18	41.86%
Other (please describe)	4	9.3%
Cut over to Banner, Pine or Elbert Street	2	4.65%

Answered: 43 Skipped: 0

4. I support converting Main Street to a southbound one-way



Answers	Count	Percentage
Strongly disagree	13	30.23%
Disagree	15	34.88%
Neutral	8	18.6%
Agree	3	6.98%
Strongly agree	3	6.98%

Answered: 42 Skipped: 1

5. Follow up to number 4. Why do you feel this way?

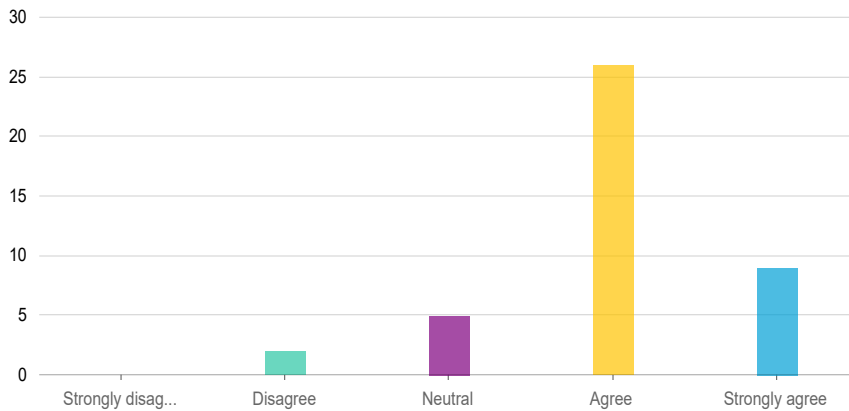


Response	Count
Would like additional information	1
While making it a one way street could help with traffic issues, I worry that folks would feel that a nuisance, so fewer people go to the stores which could negatively impact their sales.	1
Too hard to turn left on 86	1
This will cause more traffic in residential areas.	1
This will alleviate the back-up traffic when traffic heavy 70% of the day.	1
There isn't enough information to formulate a practical opinion. Will there be another one way? What roads will feel the increase of the northbound traffic.	1
Street is large enough for both way traffic.	1
Response to calls as LE	1
Police dept needs to head to Kiowa ASAP unfriendly for main street residents	1
Not busy enough and don't see it getting busy in the foreseeable future.	1
Limiting choices. Off street parking may reduce traffic on main.	1
Leave well enough alone	1
It would further congest traffic from 86 and back roads like Banner and Pine would back up more by taking the northbound traffic.	1
It would bring traffic flow into downtown as well as facilitate incoming traffic to easily park on both sides of the street without having to turn around.	1
It is nice the way it is. There is rarely any vehicle traffic, even on busy weekends. There is plenty of parking, even with the intended growth. This is a small town, it will be fine.	1
Inconvenient	1
I think that will make traffic flow not be as efficient. Also, that could have impacts on the business, as customers may find it harder to get to them.	1
I see the benefit of a one way street when turning off of 86, but wonder how it will hinder the traffic coming from other parts of Olde town. Will it deter people from visiting Main St because they think they have to go out of their way to access a one way street? Most people don't visit Main Street unless they have a reason to be there. For most people, it's just a side street off of 86 that gets passed by. I think an interesting study would be to ask Elizabeth residents how often they visit Main st and what draws them there. Is it the businesses or the town events?	1

I live on Pine St. I moved from the city (back to Elizabeth) to get away from my backyard traffic situation,,,,, i feel this would increase the amount of traffic that would be directed to drive by in front of my peaceful , quiet home that I have now. People do not always drive through this area at 25 MPH. They use it as a raceway... I can only imagine what will happen if Main street is converted to a one-way.	1
I feel the shops and businesses need access from both directions and I don't see how this will do anything b ut make it more difficult to get around.	1
I feel like one ways would detract from people trying to get onto and see Main Street.	1
I don't have strong feeling so long as the plan makes sense	1
I can see it being a south only road helpful. However this would push the problem of turning left to banner or pine, which have even less visibility. There would need to be a better solution overall.	1
I am not in favor of a one-way and would prefer a continued two way with a traffic light at Main Street/Hwy 86 (vs Elbert). However, if it is to become a one way, it must be southbound (enclosed map appears to show it as northbound??) and should have parking on both sides. I am in favor of pedestrian improvements (improved sidewalks, handicap access, etc); however, I am opposed to favoring pedestrian facilities at the expense of traffic access and parking.	1
Feel this would be detriment to businesses.	1
Don't care for new design options. Definitely don't want parallel parking.	1
Development is ruining the charm of this town and Main Street will end up more congested than Parker Main Street. Stop the rapid development!	1
Converting to one way could cause additional traffic problems on other adjoining streets.	1
Are you Insane? Stoned? You are trying to push business traffic onto residential areas. Do not approve new business if you can't provide parking and traffic control without imposing on residents! ALSO - responder commented "Loaded question" to questions 8 and 9	1
A few years ago I was not in favor of a one-way south on Main Street, although it seems to be a good option considering growth and desire to bring traffic into downtown. It also would improve traffic flow and safe alternative to get on Hwy 86 westbound at a future stoplight intersection considering the increase in traffic.	1
5. Hard on businesses, less business friendly; Want easy access into and out of Main Street; not limited; not right in right out 7. No parking meters, limited 2 hour parking can help with not having employee park in customer parking. 9. We need diagonal parking for additional parking spaces.	1

Answered: 31 Skipped: 12

6. I can usually find a parking space near my destination



Answers

Count

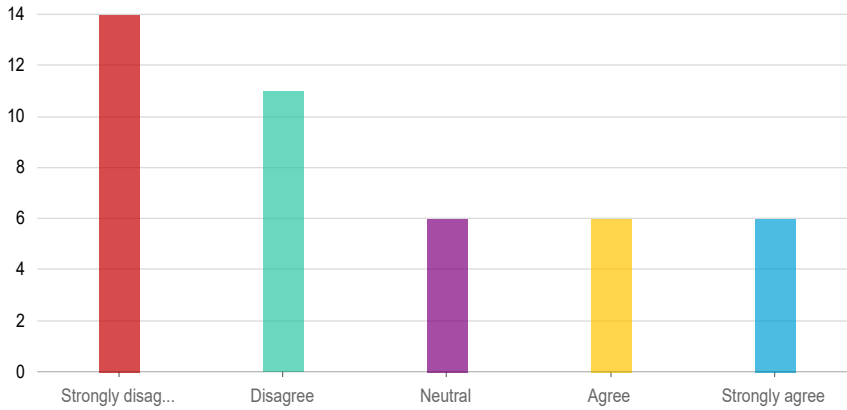
Percentage

Strongly disagree	0	0%
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Disagree	2	4.65%
Neutral	5	11.63%
Agree	26	60.47%
Strongly agree	9	20.93%

Answered: 42 Skipped: 1

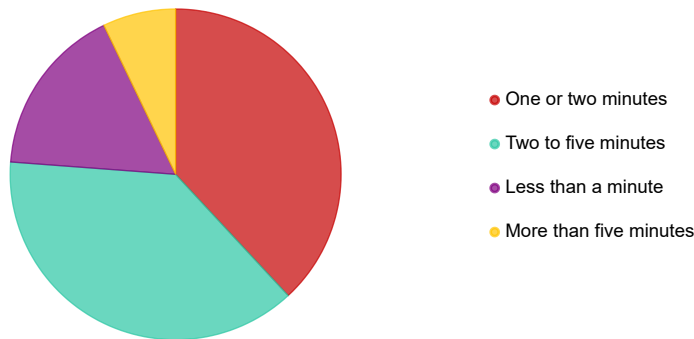
7. Having parking time limits or parking meters would be a benefit for Main Street...



Answers	Count	Percentage
Strongly disagree	14	32.56%
Disagree	11	25.58%
Neutral	6	13.95%
Agree	6	13.95%
Strongly agree	6	13.95%

Answered: 43 Skipped: 0

8. For me personally, a reasonable walk distance from my car to my destination is:

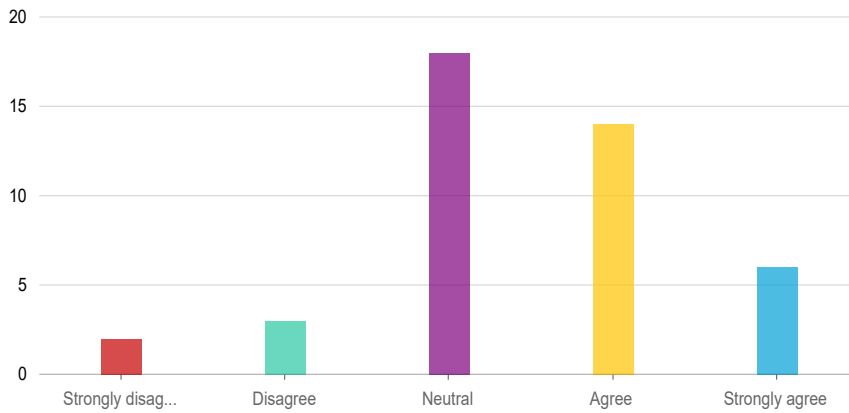


Answers	Count	Percentage
One or two minutes	16	37.21%
Two to five minutes	16	37.21%

Less than a minute	7	16.28%
More than five minutes	3	6.98%

Answered: 42 Skipped: 1

9. I would walk more to and from Main Street and between businesses if there were...



Answers **Count** **Percentage**

Answers	Count	Percentage
Strongly disagree	2	4.65%
Disagree	3	6.98%
Neutral	18	41.86%
Agree	14	32.56%
Strongly agree	6	13.95%

Answered: 43 Skipped: 0



April 25, 2023

Management Team Updates

Community Development – Zach Higgins


- The Main Street Board has provided approval of the Main Street Monument Sign RFP at their 04/10 meeting. The RFP has been distributed.
- The MSBOD and HAB have given formal recommendation of a request to include a façade improvement grant in the Town budget for 2024.
- 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. They have set May 8th and June 12th as public meetings to get feedback regarding the district and design guidelines.
- The HAB has decided to pursue additional properties for local historic register designation.
- The HAB has formally designated 09/30/2023 for this year's Walk and Talk.
- The HAB will be holding a commemoration event for the Taylor Building/188 S Main on May 6th at 10am to unveil the National Historic Register plaque.
- The HAB has a visit planned to the Elbert County Museum in Kiowa for June 5th before their regularly scheduled meeting.
- The HAB has recently had one member resign, leaving three open seats.
- DOLA held a Pickaxe work session with the MSBOD on 04/10/2023 at 8:30am to discuss the Main Street approach and branding within the Main Street program and the Town. They have provided updated logos for Historic Main Street, The Town, Wine in the Pines, Mayor's Tree Lighting, Friday Night Market, and 5k options. They have also provided updated typeface and color palette for continued marketing and branding.
- The MSBOD is continuing their work on creating a 5k event to occur at 8am on 09/23/2023.
- The Planning Commission will continue their Planning Commissioner Training series from the American Planning Association in the coming weeks. They will also be hearing from referral agencies on how and what they review at different stages of the planning and zoning process.

Town Clerk – Michelle Oeser

- At the last Board meeting the Board passed Resolution 23R16 opposing Senate Bill 23-213. This Resolution number has been updated to 23R16.5. Resolution number 23R16 had been used previously. This does not compromise or affect the Resolution as the words are the substance of the document.
- Harmony attended the Laserfiche Conference last week in Texas. She had a great time and came back full of information to share.
- The Elizabeth Stampede Committee has told me that they are not requesting sponsorship from the Town this year due to all we do for them. Usually, the Town sponsors \$600 which covers a magazine advertisement. There is \$3,000 allocated to contributions and sponsorships. At this time the Board has contributed \$500 to the Elizabeth Education Foundation.
- Referendum Election Ballots began being mailed out on April 24th for the Elizabeth West question.
- Staff would like to update the Board on a "fieldtrip" Michelle took to the Castle Rock Court. T in reference to Teen Court.

- It has come to staff's attention that the DMV has a program called DMV2GO. If you go to this link, you can see what the program offers. <https://dmv.colorado.gov/DMV2GO> This may be a service the Town can assist in providing to the community. It does take some staff time and no revenue is received by the Town but would be a great service to provide. I wanted to bring this forward to see if you would like staff to investigate it further.
- Staff are visiting the idea of offering passport service all day on Tuesdays, every other week as a test.
- Items now on hand for Elizabash and the Harvest Festival are: Googly eyed slime (500), key chains (250), foldable frisbees (600), and dog bones with poo bags (250). There are a few backpacks left as well as pens. Staff would like to discuss sufficiency in the amount of swag we currently have. Items may need to be limited in giveaway numbers due to the increase in cost, while trying to provide items people enjoy. Staff have considered purchasing balloons and helium to blow up and give away, however this may be too time-consuming to do at the events. Staff would appreciate feedback.

Police –

 See attached report

Public Works and Utilities – Mike DeVol

 See attached report



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

04/02/2023 to 04/15/2023



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 **04/02/2023 at 12:01 a.m. to 04/15/2023 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, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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04/02/2023 to 04/15/2023

Total Calls for Service:

246

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assisting Other Agencies
32	16	6	9	1

Parking Violations:

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

Other Calls for Service:

Call Type:	Number of Calls:
Animal Barking	1
Animal Complaint	2
Animal Dangerous	1
Assist to Fire Department	2
Assist to Other Agency	4
Attempt to Contact	1
Business Check	13
Citizen Assist	4
Citizen Contact	2
Crime Prevention	6
Dead Animal	2
Disturbance	1
Domestic Violence-Verbal	1

▪ PO Box 1527, 425 S Main Street ▪ Elizabeth, Colorado 80107 ▪ (303) 646-4664 ▪ Fax: (303) 646-0676 ▪

www.townofelizabeth.org



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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04/02/2023 to 04/15/2023

Drug Offense	2
False Reporting	1
Follow Up	12
Fraud	2
Harassment	1
Increase Patrol	69
Informational Report	8
Liquor Violation	1
Medical Assist	8
Motorist Assist	1
Municipal Ordinance Violation	3
Motor Vehicle Accident with Hazards	1
Noise Complaint	1
Prowler	1
Report Every Drunk Driver Immediately	1
Runaway	1
School Education	11
Structure Fire	1
Suicidal Subject	2
Suspicious Circumstance	7
Suspicious Vehicle	10
Theft	2
Traffic Complaint	4
Traffic Hazard	6
Trespass	1
Traffic Stop	32
VIN Verify	10
Welfare Check	4
Training Calls	2



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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04/02/2023 to 04/15/2023

Open and Active Investigations:

Case/Incident Number:	Call Type:	Details:
23-1442	Liquor Law Violation	Investigation into underage liquor sales at a local business.
23-1612	Theft	Investigation of theft at a local business.
23-1795	Harassment	Investigation of a possible harassment at a local school.
23-1866	Theft	Theft of merchandise at a local business
23-1873	Fraud	Investigation into a computer crime.

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

Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
23-1692	Assist to Other Agency	EPD responded to assist ECSO on an animal control issue.
23-1693	Suicidal Subject	EPD responded to a local school on report of a suicidal subject. After working with school counselors, and mental health clinicians, the juvenile was released to a guardian on a safety plan.
23-1169	Fraud	EPD responded to a reported fraud. No property or money was lost. The suspect was not identified.

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23-1493	Animal Control	EPD Community Services responded to a reported barking dog complaint. After working with the citizen, they came into compliance with Town codes.
23-1718	Theft	EPD responded to a local business on a reported theft. EPD located the suspect, and a municipal summons was issued.
23-1719	Child Abuse	EPD responded to a residence on a reported child abuse. After investigation, no crime had occurred. The Department of Human Services was notified.
23-1704	Motor Vehicle Accident	EPD responded to a two-car crash. After investigation, the at fault driver was issued a municipal summons.
23-1028	Child Abuse	EPD responded to a residence on a reported child abuse. After investigation, no crime had occurred.
23-1677	Informational Report	EPD responded to a local school for a threat assessment on a student. After investigation, no crime had been committed. The juvenile was referred to Connections for Families.
23-1470	Assist to Other Agency	EPD assisted ECSO in searching for a subject they were looking for. The subject walked into EPD and ECSO was notified. The case was then turned over to ECSO.
23-1774	Mental Health Hold	EPD Officers responded to a residence on report of a juvenile making suicidal statements. The juvenile was placed into protective custody and was evaluated by Centennial Mental Health.
23-1832	Mental Health Hold	EPD responded to a local school to a report of a suicidal student. After working with school counselors and Centennial Mental Health, the juvenile was transported to a mental health facility by EPD.



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23-1812	Medical Assist	EPD responded to a medical assist. Upon arrival the injured party needed urgent medical attention and was transported by a medical helicopter to a local hospital.
23-1630	Weapons Law Violation	EPD responded to a local school on report of a student with a knife. It was determined the student did not pose a threat to the school. The case was forwarded to the Elbert County District Attorney for review.
23-1644	Motor Vehicle Accident	EPD responded to a two-car crash. The at fault driver was issued a municipal summons.
23-1602	Drug Offense	EPD responded to a local school on a report of several students using THC. The students were identified and issued municipal summonses.
23-1734	Municipal Ordinance Violation	EPD Community Services responded to a dog related call. After working with the homeowner, they came into compliance with Town codes.
23-1840	Trespass	EPD responded to a residence on report of a trespass. Upon investigation, no crime had occurred.
23-1855	Welfare Check	EPD responded to a residence on report of a welfare check on several children. Upon investigation, no crime occurred. The Department of Human Services was notified.



TOWN OF ELIZABETH POLICE DEPARTMENT

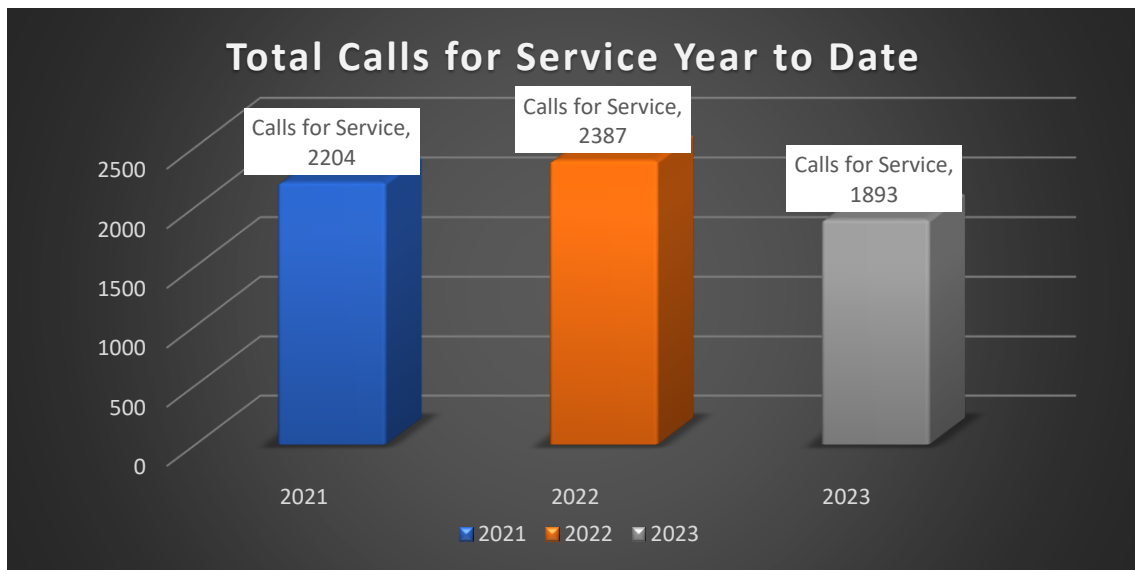
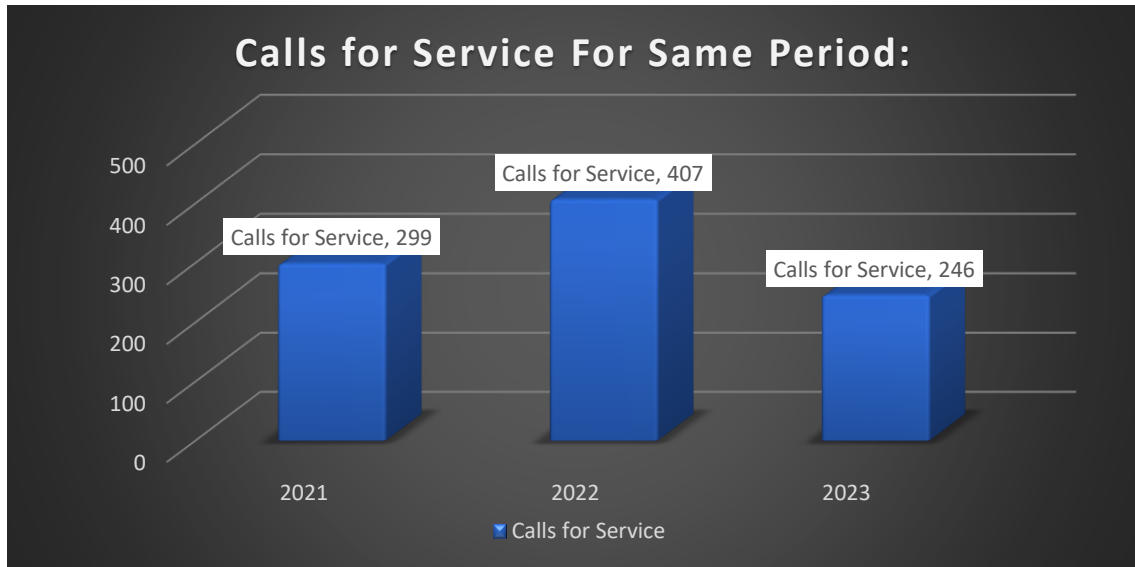
JEFF ENGEL, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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Historical Data:





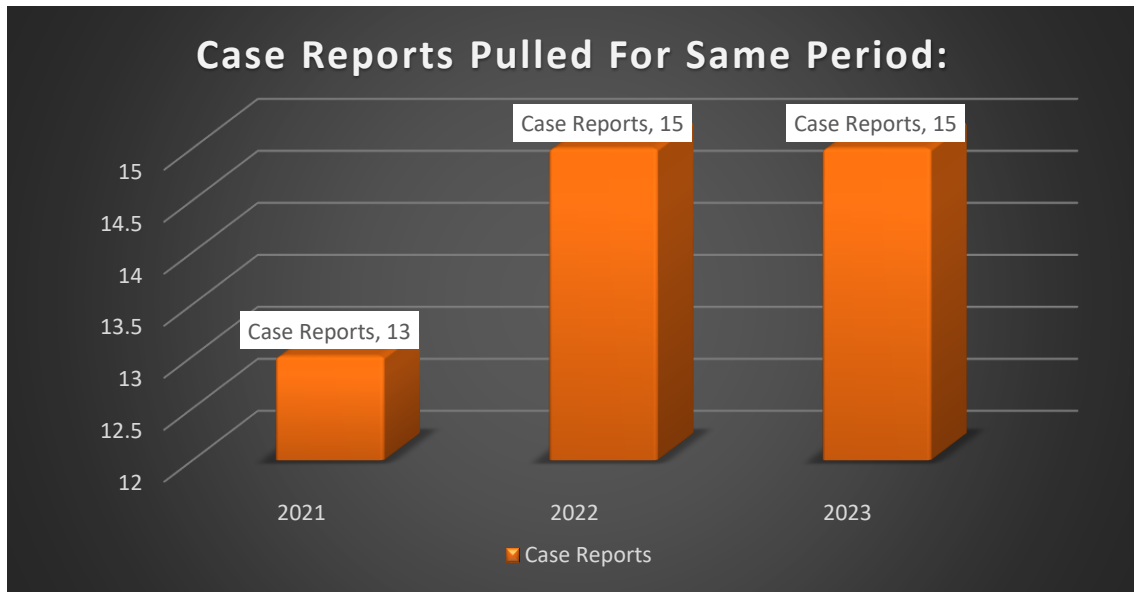
TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, INTERIM CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

TO: Honorable Mayor and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: April 25, 2023
SUBJECT: Public Works Monitoring Report

***Town Street Paving Improvements Project:**

1. PW will be completing a first-year inspection (2-year warranty) of the paved streets to have any repairs Completed as needed during the upcoming spring.

***Town Main St. Decorations:**

1. PW has removed decorations from Christmas and added the appropriate Main St. Banners. Discussions for Main St flowers install by June 1st.

***Town Wells, Tanks and Effluent:**

1. Report Update attached.

*** Town Water Line Emergency Repair:**

1. Fire Line Repair was completed on Saturday March 25, 2023, due to a leak in Fire Line at Singing Hills Elementary School.

***Town Hall Landscaping Plan:**

1. The landscaping is complete. PW is procuring New Handrail material and installation across old Bridge walkway and front of Town Hall.

***Town Walkway Repairs:**

1. PW is actively taking bids for sidewalk repairs and replacements and will be presented to the BOT once they are received.
2. PW has completed a walk-through of Main St. Business areas and Inspected areas of the sidewalk that Could be potential tripping hazards and assessing the best way to minimize or mitigate those areas.

*** Town Snow Plowing and Street Sweeping:**

1. PW is actively searching for a Newer Street Sweeper for purchase in 2023.
2. Plowing, Salt and Sand efforts continue throughout town.
3. Sweeping is taking place as weather and time allows.

***Town New Wells at Ritoro/Gold Creek Valley:**

1. New Arapahoe and Denver Wells are scheduled to be Operational in April 2023 time period.
2. Testing of the Arapahoe Well will take place April 7th, 10th, and 11th. Testing of Denver Well will happen



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

The week of April 24th. Transfer and transmission lines have been filled and Bac T testing will take place The week of April 24th. The SCADA system will is being installed the same week. Full run and operations Is anticipated to begin the week of May 1st.

3. The Back-up Generator is installed and tested for normal operations.

***Town Trail Project:**

1. Annual Walk through for Grant Compliance was successful and a full report has been filed with CDOT And PW is awaiting their approval and comments.
2. PW is actively seeking costs for Hydro-seeding of the trail areas where grasses are not doing well. This will include areas throughout parks and ROW ditches that need improvements to vegetation.
3. PW is currently working on taking bids for matching 3 rail round post fencing around the RC Park area, To include gates and public access points.
4. PW is adding 50 cuttings of willows along the creek bank for compliance with CDOT guidelines.

***Gold Creek Lift Station Improvements:**

1. Installation of Wet Well is completed from underground excavation.
2. Piping and tie-ins to the system are taking place now.
3. Electrical panels and SCADA communications are being installed now.
4. Pumps, Electrical, Parts are all in possession.

*Eligibility Surveys for Water and Wastewater Capitol projects have been completed and accepted by Colorado Department of Public Health and Environment (CDPHE). The eligibility surveys allow for the town to be in line for any funding that may be available for future projects.

***Gold Creek Wastewater Treatment Plant (GCWWTP)**

1. The new fine screen replacement unit is on-site and will be installed in mid-May of 2023.

***Town Clean Up Day/ Paint Round-Up/Arbor Day**

1. May 20, 2023, will be Town Clean Up Day.

Items to be accepted this year are:

Appliances, Electronics, Household debris, Paint, brush and tree branches, building materials, oils, Grease, antifreeze and scrap metals.

NO TIRES will be accepted this year.

***Town Public Works Road Extension:**

1. Public Works has received numerous phone calls from town and out of town residents extending their Gratitude for the paving of County Rd 13/ Pine Ridge St to the Town's Water Tanks. PW has received



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

Concerns of excessive speeds, vehicles passing, wildlife encounters and pedestrian safety. PW has assured them that with new signage, striping and law enforcement presence traffic will slow down and safer for pedestrians, wildlife and drivers.

2. PW will continue to mitigate line of sight by removing small trees at Gold Creek Drive looking South for Traffic safety concerns within Town Right of Way.

*Town Farmers Market:

Event Park Name is Running Creek Park (RCP).

1. Inter-seeding and fertilization have been completed to thicken the areas of grass that are thin.
2. Fencing is being installed along the perimeter of RC Park to aid in access control during events.

*Town Parks and Right of Way (ROW):

1. Porta-Potty has been added at Bandt Park parking area until June 1, 2023, when the park restrooms will open for the summer.

Upcoming Projects:

1. PW has completed the following Annual Reporting:
2. Annual Biosolids
3. Regulation 85 Nutrient Monitoring/Accepted by CDPHE
4. Water Augmentation and Recording
5. Water Lead and Copper sampling
6. Water Constituents Metals
7. Annual DMR (Daily Monitoring Report) Gold Creek Wastewater Plant
8. Tree City USA Application/ Accepted and approved by Tree City USA
9. Trail DOLA findings and Inspections/ Addition of Willow Cuttings Planted
10. PW continues to work on Highway User Tax Fund (HUTF) reporting and data processing.

Mail Kiosk:

1. Mail Kiosk are installed, and USPS has installed all new locks (USPS Supplied) on both Kiosk locations.

Mike DeVol
Town of Elizabeth
Public Works Director
GCWWTP Operations
303-913-6453
mdevol@townofelizabeth.org



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

TO: Honorable Mayor, Mayor Pro-Tim and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: April 25, 2023
SUBJECT: Main Street Sidewalk Safety Repairs

Mayor and Town Board of Trustees,

Public Works is seeking advice for the repair costs for Main St. Concrete that is currently a safety hazard. While the Board and Town employees work towards a Main St. Landscape Plan, there are areas in need of repairs. The Work would involve the affected/defective areas on the first two blocks along the East side of Main St from Highway 86 south to Elm St. The cost for removal and replacement is due to aging, tree stumps and roots, un-even surface trip hazards, and surface deterioration. The cost would not exceed \$16,000.00 to include concrete removal, concrete disposal, stump removal, stump/root disposal, grading, new concrete with rebar epoxied pinning and concrete finishing. Public Works would like direction to enable completing work before the Elizabash/Stampede and other activities during the spring/summer months.

Thank you,

Mike DeVol
Town of Elizabeth
Public Works Director
GCWWTP Operations
303-913-6453
mdevol@townofelizabeth.org

Wells/ Tanks/ Effluent/ Bulk Water Usage (25.00%) Date: 3-31-23

Water Year is November 1st 2022 through October 31st 2023

Totals Readings for 11/1/23 thru 3/31/23

Denver Well (DN1) usage – $1,981 \times 100 = 198,100$ gallons.

Dawson (Lower) Well (DW2) usage – $0 \times 100 = 0$ gallons.

Arapahoe Well (A1) usage – $201,658 \times 100 = 20,165,800$ gallons.

DN1 + DW2 + A1 = Wells usage Total = $203,639 \times 100 = 20,363,900$ gallons.

Denver Well (DN1)/ Nov.1 to date usage – 198,000 gallons. (00.41%)

(DN1 Well 150 ac.ft. = 48,877,650 gallons yearly)

Dawson Well (DW2)/ Nov. 1 to date usage – 0 gallons. (0%)

(DW2 Well 50 ac. ft. = 16,292,550 gallons yearly)

Arapahoe (A1)/ Nov. 1 to date usage – 20,165,800 gallons. (46.88%)

(A2 Well 132 ac.ft. = 43,012,332 gallons yearly) (with 750 Ac.ft. Banked)

(244,388,250 gallons in reserve)

New Arapahoe and Denver Wells have been banking Water for 2 years since drilled. (awaiting clarification for positive banking amount in ac.ft.)

Water Storage Tanks Meter Tracking Usage = 24,301,440 gallons.

Water Tanks elevation and gallons in storage – 25.99 ft. = 1,300,000 gallons.

GCWWTP Gold Creek Wastewater Treatment Plant Effluent (March) = 5,224,123 gallons.

Bulk Water Billing Usage will be calculated in March of 2023 and billable at \$20.20 per 1,000 gallons.

Not Billable Bulk Water Usage (Town of Elizabeth Public Works or Elizabeth Fire Protection District)

Public Works Water Truck (Dust Suppression/Main Line Flushing) 0 gallons. EFPD – Structure Fire 16,000 gallons EFPD- Exercises – 8,000 gallons



TOWN OF ELIZABETH

TO: Honorable Mayor and Board of Trustees
FROM: Karli Pronske Student Liaison
DATE: April 20th, 2023
SUBJECT: Student Liaison Report

SUMMARY

End of year activities

Elizabeth High School is slowly beginning to wind down for the year, and is preparing for next year.

Big Help Day was a huge success this past week. It was held on Wednesday, April 19th, and all of the students from Elizabeth High School helped out local businesses and organizations from Kiowa to Castle Rock. They were assigned to cleaning up trash alongside the road, helping out ranches, churches, food banks, and a variety of other volunteer tasks.

The annual Blood Drive was hosted by the EHS National Honor Society in partnership with Vitalant. Members from across the community as well as students donated their blood to help those in need.

Seniors have one of their last events before graduation, Senior Sneak, on Friday, April 21st. This is their Senior Ditch Day, where they will be bussed to Top Golf to spend the day with their friends.

The EHS Flight Crew, a club dedicated to assisting the 8th graders with the transition to high school. Members take them for a tour, and play games with them, allowing them to acclimate to the high school environment and meet their peers from other schools in the district. The 8th grade orientation will be held on April 24th, with additional orientation in the fall.

The Spring Awards night will take place on April 25th where high school students will be honored for their hard work over the past year. Department awards will be given out, as well as scholarships and awards for honor roll.