



TOWN OF ELIZABETH

WORKSHOP

**Microphone System Training
Tuesday, July 26, 2022, at 5:00 pm
Town Hall, 151 S. Banner Street**

**TOWN OF ELIZABETH
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, July 26, 2022, 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 July 12, 2022

NEW BUSINESS

- [2.](#) Post Office Discussion – Patrick Davidson
- [3.](#) Discussion and possible action on Resolution 22R34, a Resolution approving the Intergovernmental Agreement between the Town and the Elbert County Clerk and Recorder – Michelle Oeser
- [4.](#) Discussion and possible action on out of State travel – Michelle Oeser
- [5.](#) Discussion on possible implementation of water restrictions – Mike DeVol

MANAGEMENT MONITORING REPORTS

- [6.](#) Management Monitoring Reports

BOARD OF TRUSTEES REPORTS

MINUTES

- [7.](#) Minutes of the Historical Advisory Board Special Meeting of June 20, 2022

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

EXECUTIVE SESSION

8. “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 for development of a Senior Center

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
July 12, 2022

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, July 12, 2022, at 7:00 pm by Mayor Megan Vasquez.

ROLL CALL

Present were Mayor Megan Vasquez, Mayor Pro Tem Angela Ternus, Trustees Tammy Payne, Loren Einspahr, Linda Secrist, Daniel DiLoreto, and Nick Snively.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Chief of Police Melvin Berghahn, Community Development Director Pam Cherry, Public Works Director Mike DeVol, and Assistant Public Works Director James McErnie. Student Liaison Bella Valentine was absent.

PLEDGE OF ALLEGIANCE

Mayor Vasquez led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

Amy Schmidt – Town Resident

Don Means – Town Business Owner

AGENDA CHANGES

Administration requested to move item number 3 to be before item number 2.

No agenda changes from the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of June 28, 2022

Motion by Trustee Payne, seconded by Trustee Einspahr, to approve the Consent Agenda as presented.

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

NEW BUSINESS

2. Meet and action on appointing Virginia L. Robbins, Esq., and Thomas A. Ramunda Jr., Esq. as Elizabeth Court Municipal Judges, with terms through December 2022

Motion by Trustee Secrist, seconded by Trustee Snively, to appoint Virginia L. Robbins, Esq. as an Elizabeth Municipal Court Judge, with a term through December 2022.

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

Motion by Trustee DiLoreto, seconded by Trustee Einspahr, to appoint Thomas A. Rumunda Jr. Esq. as an Elizabeth Municipal Court Judge, with a term through December 2022.

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

Mayor Vasquez swore in Ms. Robbins and Mr. Ramunda as Elizabeth Municipal Court Judges with terms through December 2022.

PRESENTATION

3. Main Street Board of Directors Quarterly Report

Main Street Board member Brandon Jeffress presented the quarterly report to the Board.

NEW BUSINESS

4. Discussion and possible action on Resolution 22R33, a Resolution approving an Intergovernmental agreement concerning the School Resource Officer program between the Town and the Elizabeth School district

Motion by Trustee DiLoreto, seconded by Trustee Einspahr, to approve Resolution 22R33, a Resolution approving an Intergovernmental agreement concerning the School Resource Officer program between the Town and the Elizabeth School district.

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

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson addressed Ms. Schmidt's concerns regarding fireworks in Town, Administrator's website email link, and weeds within Town limits.
- Chief Melvin Berghahn addressed Ms. Schmidt's fireworks concerns.
- Discussion regarding the process followed by the Police Department with regards to Town code violations.
- Discussion on fireworks in Town followed.
- Mr. Davidson discussed installing fencing at Running Creek Park.
- Community Development Director Pam Cherry stated they are currently handling a

lot of pre-application meetings.

- Ms. Cherry let the Board know there would be a work session on Town Code in August.
- Trustee Payne asked that the Board receive the status of projects and where they are in the development process.
- Discussion on the parking lot at Countryside Village.
- Chief Berghahn discussed a current graffiti case within Town.
- Discussion on the repair of the mural followed.
- Public Works Director Mike DeVol addressed weed issues in Town.
- Mr. DeVol introduced new Public Works employees Jakland (J) McPhail, and Terry Hiatt.
- Mr. DeVol updated the Board on the County Road 13 paving project.
- Discussion on the status of the new well house followed.
- Assistant Public Works Director James McErnie gave an update on the Landscaping at Town Hall.
- Mr. DeVol stated that Public Works would start attending the Main Street Board of Director's meetings.
- Trustee DiLoreto welcomed Terry Hiatt and stated he appreciates the work being done on County Road 13.

BOARD OF TRUSTEE REPORTS

- Mayor Pro Tem Ternus discussed attending a meeting on USGS.
- Mayor Pro Tem Ternus asked about the Town Emergency plan.
- Discussion followed on the County and Town Emergency plans.
- Trustee Payne would like to see an employee summer celebration.
- Trustee Einspahr stated that he likes the new microphone system.

STUDENT LIAISON REPORT

- No report

MINUTES

7. Minutes of the Historic Advisory Board of Directors Meeting of May 2, 2022
8. Minutes of the Planning Commission Meeting of May 3, 2022
9. Minutes of the Historic Advisory Board of Directors Meeting of June 6, 2022

ADJOURNMENT

Motion by Trustee Einspahr, seconded by Trustee Secrist, to adjourn meeting at 8:44 pm.
The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Mayor Megan Vasquez



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: July 18, 2022
SUBJECT: Discussion with US Postal Service on Residential Delivery

BACKGROUND

The delivery of mail in the Town of Elizabeth has been an issue since at least 2005. The position taken by the Post Office is that at some unknown point in time, the Board of Trustees refused to allow for in-town mail delivery by either individual mailbox or by means of a cluster box. The Town has no records which reflect the refusal to allow for the delivery of mail, and the Town has no legal authority to prohibit the delivery of mail pursuant to Federal law.

Prior Town Administrators Chris La May and Matt Cohrs both sought resolution of this matter through the Postal Service as well as through members of the US House and Senate, to no avail. In February, I began the process of attempting to bring resolution to this matter. In so doing, I asked for clarity on several specific issues, including the following:

- (1) Assuming the Post Office is unable to provide mail directly to residences and businesses in Elizabeth, then why are citizens charged for the rental of their post office boxes?
- (2) What is the basis for charging citizens for the rental of their post office boxes, when this process is not done uniformly within the State of Colorado, or within even Elbert County?
- (3) Representatives of the Town worked with then Elizabeth Post-Master Al Hagerman to secure cluster boxes at Pine Ridge and County Rd. 136. Mr. Hagerman provided contact information to companies offering cluster boxes and provided the requirements for installation. How can the Post Office now deny delivery to the cluster boxes?

On February 15, 2022, March 15, 2022, March 24, 2022, April 18, 2022, and May 17, 2022, I sent letters to the Postal Service. When letters were sent, they were copied to ten (10) separate individuals within the US Postal Service, and automatic responses have been received via email, clearly indicating that the letters were received. In addition, I have received brief individual responses from Ms. Doreen Husner stating that the matter was being reviewed, first by her office, then by attorneys for the Postal Service.

In the meantime, citizens within the Town of Elizabeth are renewing their fees for their post office boxes. Those fees have increased substantially over time and are being done when there are already shocks to the economy. In response to customer complaints, staff at the local Post Office have been referring this matter back to me. In those conversations, employees of the Elizabeth Post Office have been instructing citizens to send their post office box bills to the Town, have stated that the Post Office is in a lawsuit with the Town, and that the Town is at fault.

ANALYSIS

The Town has had no meaningful response from the Postal Service, so there is no basis to form a discussion. Without knowing the underlying issues, from the position of the Post Office, there is no way to proceed. Additionally, with Ms. Husner being the head of customer relations for the States of Colorado and Wyoming – and refusing to engage in a discussion of the salient points of concern – there is little if anything the Town can do at this time.

The Board asked that an invitation be provided to the Postal Service, requestion their presence to discuss these concerns. The meeting is set for Tuesday, July 26, 2022, at 7:00 p.m.

STAFF RECOMMENDATION

Staff is limited in making recommendations at this time, as the nature and extent of the reasons for the failure to deliver mail is unknown.

BUDGET CONSIDERATIONS

The Town installed cluster boxes at the direction of former Elizabeth Postmaster Al Hagerman. The total cost for the cluster boxes was _____

ATTACHMENTS

None.



TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: July 26, 2022
SUBJECT: Intergovernmental Agreement

SUMMARY

The attached agreement is an Intergovernmental agreement between the Town and Elbert County. The agreement references the responsibilities of both the Town and Elbert County in using the Town Hall as a polling center for the November 8th regular elections, as well as agreeing that Town Hall will be a 24-hour ballot drop-off site.

The agreement includes the County Elections Department's responsibilities as well as the Town's responsibilities. It also designates the Town Clerk, Michelle Oeser, as the Designated Election Official.

The attached agreement has been approved to form by the town attorney.

ATTACHMENT

Resolution 22R34
Intergovernmental Agreement

RESOLUTION 22R34

**A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT
BETWEEN THE TOWN AND THE ELBERT COUNTY CLERK AND
RECORDER**

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

Section 1. The Intergovernmental Agreement between the Town and the Elbert
County Clerk and Recorder regarding the Conduct and Administration of the Voter Service and
Polling Center (VSPC) for the November 8, 2022 General Election attached hereto as **Exhibit A**
is hereby approved by the Board of Trustees of the Town of Elizabeth, and the Mayor is authorized
to execute same on behalf of the Town.

Section 2. The Town hereby designates Town Clerk Michelle M. Oeser as the
Designated Election Official (DEO) of the Town.

PASSED, APPROVED, and ADOPTED this ____ day of _____, 2022, by the
Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of
_____ for and _____ against.

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE ELBERT COUNTY CLERK AND RECORDER
AND
THE TOWN OF ELIZABETH**

**Regarding the Conduct and Administration of the
Voter Service and Polling Center (VSPC)
For the November 8, 2022 General Election**

This Intergovernmental Agreement (hereinafter the "Agreement") is made this ___ day of _____, 2022, between the Elbert County Clerk and Recorder (hereinafter "County") and the Town of Elizabeth (hereinafter "Town"), located in Elizabeth, Colorado (each a "Party" and collectively the "Parties").

WHEREAS, the Town desires to serve as a voter service and polling center (VSPC) and a 24-hour ballot drop-off site for the November 8, 2022 Elbert County General Election; and

WHEREAS, the Municipal Clerk will act as a Deputy County Clerk during County Administered elections for the purpose of retrieving, securing and storing ballots, and transferring custody to Elbert County Election officials.

WHEREAS, the parties understand and agree that the duties, obligations and provisions contemplated in this IGA are subject to the provisions of the Uniform Election Code of 1992.

NOW, THEREFORE, it is agreed that:

1. Duties of the Town

- a. The Town shall keep the Town of Elizabeth open to the general public for the delivery of mail ballots and voting by electors on Tuesday, November 8, 2022 from 7:00 a.m. to 7:00 p.m., or until polls close, in the event of a Court order to extend polling hours.
- b. The Town will allow the County to utilize the 24-hour ballot drop box owned by the County on the property owned by the Town at 151 S. Banner Street, Elizabeth, CO. The box will be open to receive ballots between October 17, 2022 and November 8, 2022 at 7:00 p.m.
- c. The Town shall keep the Town of Elizabeth open to authorized representatives of the Elbert County Clerk and Recorder's Office on Monday, November 7, 2022 from 12:00 p.m. to 7:30 p.m. for VSPC setup and Tuesday, November 8, 2022 from 6:30 a.m. to 8:00 p.m. or until one hour after close of polls in the event of a Court order to extend polling hours, and shall provide internet access during those hours.
- d. The Town will supply the County with a lockable room to store voting equipment from November 7, 2022, to November 8, 2022. The locked room must be accessible to the County to store equipment by 12:00 p.m. on November 7, 2022, and again at 6:00 a.m. on November 8, 2022 to set up the Voter Service Center.
- e. The Town will ensure outdoor lighting is turned on by 6:00 a.m. on June 28, 2022, and remains on until 9:00 p.m. that evening.
- f. The Town shall ensure the Property complies with all requirements of the American with Disabilities Act, including but not limited to:
 - i. Maintaining a clear and accessible entry path;
 - ii. Removing any object or item which affect accessibility into the Town of Elizabeth;
 - iii. Removing any object or item blocking or preventing the use of accessible parking spaces, etc.
- g. The Town shall notify the County of any additional ballots dropped off after election day.
 - i. The County will coordinate with the Town to determine an appropriate time for the County to pick up ballots.

2. Duties of the County

- a. The County is responsible for the regular collection of mail ballots during the November 2022 election cycle. The County will retrieve voted ballots from the 24-hour drop box and ballots that the Municipal Clerk has securely stored from the 24-hour drop box. County

Election staff will be on call for additional pick-ups, if needed. The County will lock and secure the 24-hour ballot drop box at 7:00 pm on Election Day.

- b. The County shall provide the Town with at least two (2) election judges to staff the VSPC on Tuesday, November 8, 2022 from 6:30 a.m. to 8:00 p.m., or until one hour after close of polls in the event of a Court order to extend polling hours.

IN WITNESS WHEREOF, the parties have executed this Intergovernmental Agreement as of the date set forth above.

ELBERT COUNTY CLERK AND RECORDER

By: _____
Dallas Schroeder

Date: _____

TOWN OF ELIZABETH

By: _____

Date: _____

Print: _____



TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: July 26, 2022
SUBJECT: Out of State Travel

SUMMARY

Allison has the opportunity to attend the Caselle Conference in Salt Lake City in October. She will be attending utility billing, cash receipting, and court training courses. She has been asked to speak at two sessions for InvoiceCloud (the Town online bill pay system). We have the question into InvoiceCloud to sponsor some of her conference cost in trade for her help with two informational training sessions. This conference would be beneficial not to only Allison, but Harmony and myself as well. Allison can share what she learns to help us improve in the use of our programs.

At this time, I would also like to request that Hannah Bruce be allowed to travel to the Caselle Training Facility located in Provo Utah. I can have her August or September for three to four days of training. Her training would cover general ledger, entering budgets, cash receipting, accounts payable, check on demand payroll reconciliation and account reconciliation. We were unable to send Brian when he started with the Town due to COVID. This made it a struggle for him to learn Caselle. We want to ensure that this not only a good introduction for Hannah but be proactive in preventing her from being frustrated and overwhelmed.

STAFF RECOMMENDATION

Staff recommends that Allison be approved for out of state travel for the Caselle Conference and Hannah be approved to travel to the Caselle Training Facility in Provo Utah. Staff believes that providing training not only improves skills, but confidence as well.



WATERING SCHEDULE

Residential

Mandatory summer watering schedules August 10th through September 30th.

Water is a limited resource in our dry climate and watering schedules has been a proven method for conservation, efficient irrigation, and demand management. Using water wisely not only saves you money, but it's the right thing to do.

Mandatory summer watering guidelines are in effect August 10th through September 30th. Residential watering is permitted every third day before 8:00 AM or after 8:00 PM on a designated watering day.

All water customers are assigned a square, circle, or diamond, identified by the last number of their street address. The symbol identifies their prescribed watering days.

Failure to follow the mandatory watering schedules or incurring water waste can result in a watering violation.

*ON YOUR WATERING DAY,
WATER ONLY: BEFORE 8 AM
OR AFTER 8 PM*

AUGUST

	1	2	3	4	5	6
7						
14						
21						
28						

SEPTEMBER

				1	2	3
4						
11						
18						
25						

Your schedule is determined by your street address.

- Addresses ending in 0, 1, 2, 3
- Addresses ending in 4, 5, 6
- Addresses ending in 7, 8, 9

lines contained in the Uniform Plumbing Code, and following consultation with the Public Works Department.

(c) Commercial water tapping charge. Upon application for a new water tap for commercial and other nonresidential uses within the Town limits, the applicant shall pay to the Town Clerk an amount determined from time to time by the Board of Trustees by resolution. The Town shall establish rates for the following categories:

- (1) ¾-inch diameter tap;
- (2) 1-inch diameter tap;
- (3) 1½-inch diameter tap;
- (4) 2-inch diameter tap;
- (5) 3-inch diameter tap; and
- (6) Larger than 3-inch diameter tap.

Such amount for a new water tap shall include a portion of such tap that shall be reserved for the development fund.

(d) Tap installation costs. All taps shall be installed at the applicant's expense by either the Town or other person authorized by the Town. The quality of all work not performed by the Town is subject to the Town's inspection and approval. All necessary trenching and backfilling shall be at the expense of the applicant and under the supervision of the Town. The applicant shall pay for all appurtenances including but not limited to tapping saddle, corporation stop, copper service line, meter, meter pit and cover and curb box. The applicant must select and use materials approved by the Town. The Town shall furnish the applicant an approved list of materials and supplies. The Town owns and maintains the service line from the main to curb box of the premises served.

(e) Tap charges outside the corporate limits. Water taps sold outside the corporate limits will be double the charge for in-Town tap charges. (Prior code 10-2.14; Ord. 00-23 §1; Ord. 04-14 §1)

Sec. 13-2-150. Service line regulations.

No more than one (1) building shall be permitted to use a water service line. All water lines (mains and service lines) installed from and after the effective date of the ordinance codified herein shall be installed in accordance with the Town's Water Standards, as the same may be amended from time to time. (Ord. 11-07 §2)

Sec. 13-2-160. Miscellaneous regulations.

(a) All regulations contained in this Article shall be considered a part of the contract of every person taking water from the water system of the Town, and every person taking water shall be considered as having expressly consented to be bound thereby.

(b) Any person who desires to discontinue the use of water shall file a written notice with the Town Clerk and pay all current and back charges for water used.

(c) Two (2) or more premises cannot be supplied from one (1) and the same connection unless provided with separate shut-off cocks located at the public street right-of-way line.

(d) No occupant or owner or other water consumer on served premises will be allowed to supply water to other persons, premises or families, by trailer or otherwise, without the express authorization of the Board of Trustees.

(e) In case of water shortage or scarcity, the Board of Trustees may by resolution place any restrictions which it deems necessary upon the use of water for irrigation or sprinkling purpose.



July 26, 2022

Management Team Updates

Community Development – Pam Cherry

- Staff have been reviewing the Town of Elizabeth Land Use application fees and those of other jurisdictions. We will have a work session on the fees in August. That work session will also be to review proposed amendments to Chapter 16 of the Town of Elizabeth’s Municipal Code.
- We have been working on identifying who is responsible for inspecting restriped parking lots for compliance with approved Site Plans and ADA requirements. The site plan for Countryside Village was approved in May of 2021 and it appears that the restriping is not in compliance with that plan.
- We have had meetings with the property owner’s consultant on Walnut Grove. They are working on revising and preparing the plan for submittal. There was also discussion about them requesting an early grading permit to begin to get the existing infrastructure removed from the property.
- Winchester Estates has completed some of the infrastructure construction require for the subdivision. The existing Letter of Credit expires in November. I will be speaking with the property owner to remind him of that expiration.
- A new Administrative Assistant has been hired and started July 25. Her name is Dianna Hiatt and has 10 years’ experience in Community Development with Douglas County. I anticipate that she will have immediate contributions to the department.
- See attached reports


Town Clerk – Michelle Oeser

- This meeting will have training for the new microphone system prior to regular meeting starting at 5:00 p.m.
- Harmony will be on leave beginning Monday July 25th. She will be out 3 to 4 weeks.
- Hannah Bruce will start work on July 26th as the Finance Officer for the town. I will ask Hannah to attend the August 9th meeting to introduce herself to the Board.
- CORE (electric) has generously committed to sponsoring \$500 to assist in a Town event. Patrick and I are leaning towards putting this money towards the Mayor’s Tree Lighting. It is a little late to schedule a movie night for this year. We will be looking into a possible movie night in 2023.
- Plans and Discussion are moving forward for the Mayor’s Tree Lighting. There will be a few changes but will be similar to last years event. Staff will keep you posted as things progress.
- Information on the upcoming Town election has been shared on the Town website, Facebook, and the Ranchland news. It will also be included in the August newsletter.
- The Town has received the second half of their ARPA funds. \$196,806.86 was deposited in the Town bank account on June 30th.

Police – Chief Melvin Berghahn

 See attached Stats

Public Works and Utilities – Mike DeVol

 See attached Report

TOWN OF ELIZABETH

BALANCE SHEET

MAY 31, 2022

GENERAL FUND

ASSETS

10-100001	CASH IN COMBINED CASH FUND	2,203,991.26	
10-101000	PETTY CASH	200.00	
10-101100	PETTY CASH- POLICE DEPT	100.00	
10-102200	CONSERVATION TRUST FUND	114,430.28	
10-110000	PROPERTY TAXES RECEIVABLE	55,726.56	
10-115000	ACCOUNTS RECEIVABLE	290,554.78	
	TOTAL ASSETS		2,665,002.88

LIABILITIES AND EQUITYLIABILITIES

10-202000	ACCOUNTS PAYABLE	35,674.58	
10-202201	COURT BONDS POSTED	90.00	
10-202202	OJW/WARRANT FEE DUE TO DMV	43.98	
10-202203	PERFORMANCE BONDS PAYABLE	65,714.39	
10-202300	AP TO ELBERT CO.--BLGUTX SHARE	(12,966.57)	
10-217100	FPPA CONTRIBUTIONS PAYABLE	382.22	
10-217200	SOC SEC TAXES PAYABLE	(68.09)	
10-217201	MEDICARE TAXES PAYABLE	(2.75)	
10-217300	FED'L WITHHOLDING TAXES PAYABL	(1.00)	
10-217400	STATE WITHHOLDING TAXES PAYABL	2,833.00	
10-217500	HEALTH INSURANCE PAYABLE	(1,735.31)	
10-217600	UNEMPLOYMENT INSURANCE PAYABLE	457.38	
10-217603	WORKERS' COMP. INS. PAYABLE	19,646.14	
10-219000	457 CONTRIBUTIONS PAYABLE	(28.85)	
10-222001	DEFERRED REVENUE - ARPA	150,929.40	
10-250022	LENNAR	(9,717.04)	
10-250039	SCARLETT CREEK SUBDIVISION	80.04	
10-250041	MAIN STREET STATION	259.21	
10-250042	ELIZABETH WEST ZONING	(833.18)	
10-250048	DAIRY QUEEN SITE PLAN	161.00	
10-250049	SPRADLING CAR WASH	(4,949.00)	
10-250051	HENDERSON REPLAT	461.05	
10-250052	ABRAHAM REZONE	513.23	
10-250054	ZIGGI'S COFFEE	3,183.20	
10-250055	CLEARY BUILDING	(992.55)	
10-250056	MCDONALDS IGA	3,404.00	
10-250057	ANNA'S CAR WASH IGA	3,404.00	
10-250059	H1 ENTERPRISES	1,758.50	
10-250060	PINE RIDGE CROSSING (NEW)	(25.08)	
10-250061	LENNAR AT LEGACY VILLAGE	(5,983.47)	
	TOTAL LIABILITIES		251,692.43

FUND EQUITY

10-280000	FUND BALANCE	2,057,417.86	
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TOWN OF ELIZABETH
BALANCE SHEET
MAY 31, 2022

GENERAL FUND

UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>355,892.59</u>		
BALANCE - CURRENT DATE		<u>355,892.59</u>	
TOTAL FUND EQUITY			<u>2,413,310.45</u>
TOTAL LIABILITIES AND EQUITY			<u><u>2,665,002.88</u></u>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
10-31-1000	CURRENT PROPERTY TAXES	48,498.60	511,172.77	710,786.00	199,613.23 71.9
10-31-2000	SPECIFIC OWNERSHIP TAX	8,163.47	42,663.90	105,000.00	62,336.10 40.6
10-31-3100	1% NON-TABOR SALES TAX	85,239.56	376,639.23	893,750.00	517,110.77 42.1
	TOTAL TAX	141,901.63	930,475.90	1,709,536.00	779,060.10 54.4
<u>LICENSES & PERMITS</u>					
10-32-1000	FRANCHISE TAX	.00	31,683.95	75,000.00	43,316.05 42.3
10-32-2000	BUILDING PERMIT	15,461.33	27,907.72	150,000.00	122,092.28 18.6
10-32-3000	OTHER LICENSES, FEES AND CHG	1,130.00	11,772.06	30,000.00	18,227.94 39.2
	TOTAL LICENSES & PERMITS	16,591.33	71,363.73	255,000.00	183,636.27 28.0
<u>INTERGOVERNMENTAL</u>					
10-33-2000	CIGARETTE TAX	.00	1,028.03	5,500.00	4,471.97 18.7
10-33-3000	CONSERVATION TRUST FUND	.00	2,979.78	8,500.00	5,520.22 35.1
	TOTAL INTERGOVERNMENTAL	.00	4,007.81	14,000.00	9,992.19 28.6
<u>SOURCE 34</u>					
10-34-1000	GRANTS	969.96	51,177.46	226,807.00	175,629.54 22.6
	TOTAL SOURCE 34	969.96	51,177.46	226,807.00	175,629.54 22.6
<u>EARMARKED FUNDS / MISCELLANEOU</u>					
10-36-1000	INTEREST	1,494.05	3,801.69	2,500.00	(1,301.69) 152.1
10-36-3100	FINES AND FOREFEITURES	10.00	17,379.12	70,000.00	52,620.88 24.8
10-36-4000	PUBLIC IMPROVEMENT FEE	66,294.09	285,425.28	665,000.00	379,574.72 42.9
10-36-7000	POLICE REVENUE	717.64	1,707.55	35,000.00	33,292.45 4.9
	TOTAL EARMARKED FUNDS / MISCELLANEOU	68,515.78	308,313.64	772,500.00	464,186.36 39.9
<u>OTHER FUNDS</u>					
10-39-7000	TRANSFER FROM WATER FUND	14,583.33	72,916.65	175,000.00	102,083.35 41.7
10-39-7003	TRANSFER FROM CAP IMP FUND	4,583.33	22,916.65	55,000.00	32,083.35 41.7
10-39-7004	TRANSFER FROM STREET CAP FUND	4,166.67	20,833.35	50,000.00	29,166.65 41.7
	TOTAL OTHER FUNDS	23,333.33	116,666.65	280,000.00	163,333.35 41.7

TOWN OF ELIZABETH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
TOTAL FUND REVENUE	251,312.03	1,482,005.19	3,257,843.00	1,775,837.81	45.5

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TOWN CLERK</u>					
10-41-1100 SALARIES & WAGES	13,378.79	64,547.26	171,150.00	106,602.74	37.7
10-41-1150 TOWN CLERK SALARY	6,744.00	33,956.04	87,675.00	53,718.96	38.7
10-41-1400 WORKERS' COMPENSATION	22.34	109.22	260.00	150.78	42.0
10-41-1500 HEALTH INSURANCE	4,421.34	22,067.96	54,000.00	31,932.04	40.9
10-41-1550 RETIREMENT	602.18	2,947.06	7,765.00	4,817.94	38.0
10-41-1600 FICA	1,531.12	7,484.70	19,800.00	12,315.30	37.8
10-41-1700 COLO UNEMPLOYMENT	40.14	189.85	1,035.00	845.15	18.3
10-41-1800 TUITION REIMBURSEMENT	.00	960.00	5,000.00	4,040.00	19.2
10-41-1825 MEMBERSHIPS - EMPLOYEE	50.00	465.00	1,500.00	1,035.00	31.0
10-41-1850 TRAINING, TRAVEL AND LODGING	362.86	2,344.66	13,000.00	10,655.34	18.0
10-41-1900 ALLOWANCES	175.00	793.75	2,700.00	1,906.25	29.4
10-41-2500 AUDIT	9,000.00	26,350.00	28,500.00	2,150.00	92.5
10-41-3000 COMMUNITY ENGAGEMENT	314.99	1,677.78	2,400.00	722.22	69.9
10-41-3200 CONTRACTED SERVICES	50.00	350.00	4,500.00	4,150.00	7.8
10-41-3320 CONTRIBUTIONS AND SPONSORSHIPS	192.52	1,567.52	3,000.00	1,432.48	52.3
10-41-3350 COUNTY TREASURER & OTHER FEES	970.67	10,041.10	17,500.00	7,458.90	57.4
10-41-3400 LEGAL PUBLICATIONS	2,683.72	3,931.91	10,000.00	6,068.09	39.3
10-41-3450 ELECTIONS	.00	.00	15,000.00	15,000.00	.0
10-41-4000 BLDG MAINT AND REPAIRS	978.54	4,423.02	20,000.00	15,576.98	22.1
10-41-4400 EQUIPMENT AND MAINT	329.58	48,893.96	12,000.00	(36,893.96)	407.5
10-41-4500 FURNITURE	.00	1,496.45	5,000.00	3,503.55	29.9
10-41-4600 OFFICE SUPPLIES	506.35	4,140.96	13,000.00	8,859.04	31.9
10-41-4700 POSTAGE	1,275.04	3,637.62	12,000.00	8,362.38	30.3
10-41-4800 TELEPHONE AND INTERNET	970.20	5,282.51	12,600.00	7,317.49	41.9
10-41-4900 UTILITIES	296.24	2,865.97	5,600.00	2,734.03	51.2
10-41-5100 HUMAN RESOURCES - CONTRACTED	.00	.00	10,000.00	10,000.00	.0
10-41-5250 IT - CONTRACTED	1,792.68	12,126.07	30,000.00	17,873.93	40.4
10-41-5300 IT - HARDWARE	.00	1,238.40	15,000.00	13,761.60	8.3
10-41-5325 IT - SOFTWARE PURCHASES	.00	.00	5,000.00	5,000.00	.0
10-41-5350 IT - SOFTWARE CONTRACTS	(4,398.00)	15,944.52	42,000.00	26,055.48	38.0
10-41-5400 INSURANCE	.00	42,372.54	99,000.00	56,627.46	42.8
10-41-5500 LEGAL - CONTRACTED	3,480.00	19,840.53	55,660.00	35,819.47	35.7
10-41-5600 MEMBERSHIPS - TOWN	471.88	4,915.14	11,500.00	6,584.86	42.7
10-41-5700 PUBLIC RELATIONS	1,192.29	1,232.29	2,500.00	1,267.71	49.3
10-41-5800 TOWN HALL EVENTS	123.61	830.74	7,500.00	6,669.26	11.1
10-41-9000 OTHER	1,328.04	4,578.68	10,000.00	5,421.32	45.8
TOTAL TOWN CLERK	48,886.12	353,603.21	813,145.00	459,541.79	43.5

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>JUDICIAL</u>					
10-42-1200 SALARIES & WAGES- MUNI JUDGE	719.26	3,596.30	10,000.00	6,403.70	36.0
10-42-1400 STATE COMP	14.03	70.15	240.00	169.85	29.2
10-42-1600 FICA	55.02	275.10	810.00	534.90	34.0
10-42-1700 COLO UNEMPLOYMENT	1.44	7.20	36.00	28.80	20.0
10-42-1850 TRAINING, TRAVEL AND LODGING	1,190.74	1,190.74	2,300.00	1,109.26	51.8
10-42-3200 COURT PROSECUTOR - CONTRACTED	2,250.00	6,690.00	6,500.00	(190.00)	102.9
10-42-9000 OTHER	.00	522.00	750.00	228.00	69.6
TOTAL JUDICIAL	4,230.49	12,351.49	20,636.00	8,284.51	59.9
<u>LEGISLATURE</u>					
10-43-1100 BOT - SALARIES & WAGES	1,050.00	4,650.00	14,400.00	9,750.00	32.3
10-43-1200 COMPENSATION- PLAN COMM	200.00	750.00	3,000.00	2,250.00	25.0
10-43-1400 BOT - WORKERS' COMPENSATION	.67	2.89	11.00	8.11	26.3
10-43-1600 BOT - FICA	95.67	413.29	1,400.00	986.71	29.5
10-43-1700 BOT - COLO UNEMPLOYMENT	2.50	10.80	60.00	49.20	18.0
10-43-1850 BOT - TRAIN, TRVL, LODG	.00	2,415.11	8,000.00	5,584.89	30.2
10-43-3700 TRAINING, TRVL, LODG - PC	.00	49.72	4,000.00	3,950.28	1.2
10-43-4400 BOT - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
10-43-5000 BOT - MEALS	.00	146.72	1,500.00	1,353.28	9.8
10-43-9000 BOT- OTHER	.00	74.00	500.00	426.00	14.8
TOTAL LEGISLATURE	1,348.84	8,512.53	35,371.00	26,858.47	24.1

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>POLICE</u>					
10-46-1100 SALARIES & WAGES	47,438.55	255,038.07	767,000.00	511,961.93	33.3
10-46-1240 CONTRACTED OVERTIME	600.00	600.00	5,000.00	4,400.00	12.0
10-46-1300 OVERTIME	523.66	2,062.89	12,000.00	9,937.11	17.2
10-46-1400 WORKERS' COMPENSATION	1,252.51	6,663.19	23,000.00	16,336.81	29.0
10-46-1500 HEALTH INSURANCE	12,689.65	67,543.60	195,000.00	127,456.40	34.6
10-46-1550 RETIREMENT	654.36	3,547.82	10,800.00	7,252.18	32.9
10-46-1600 FICA	1,050.16	5,541.44	11,122.00	5,580.56	49.8
10-46-1605 FPPA	5,079.02	27,244.71	69,030.00	41,785.29	39.5
10-46-1700 COLO UNEMPLOYMENT	88.83	428.11	3,068.00	2,639.89	14.0
10-46-1800 TUTION REIMB	.00	.00	5,250.00	5,250.00	.0
10-46-1825 MEMBERSHIPS - EMPLOYEE	.00	979.02	1,500.00	520.98	65.3
10-46-1850 TRAINING, TRAVEL AND LODGING	412.38	3,624.61	15,000.00	11,375.39	24.2
10-46-1900 ALLOWANCES	500.00	2,417.86	7,800.00	5,382.14	31.0
10-46-3000 COMMUNITY OUTREACH	.00	80.82	3,000.00	2,919.18	2.7
10-46-3200 CONTRACTED SERVICES	5,897.15	27,269.14	70,000.00	42,730.86	39.0
10-46-3600 MOBILE DATA LAPTOPS	331.60	1,432.58	4,500.00	3,067.42	31.8
10-46-3650 WEAPONS - NON-LETHAL	.00	629.03	6,000.00	5,370.97	10.5
10-46-4000 BLDG MAINT & REPAIRS	1,298.00	6,328.53	21,000.00	14,671.47	30.1
10-46-4300 DRUG, SCREEN, PSY & POLY TEST	31.35	681.35	4,000.00	3,318.65	17.0
10-46-4400 EQUIPMENT AND MAINTENANCE	552.85	3,566.71	12,000.00	8,433.29	29.7
10-46-4500 FURNITURE	.00	.00	2,500.00	2,500.00	.0
10-46-4650 OFFICE SUPPLILES	462.95	3,125.49	12,000.00	8,874.51	26.1
10-46-4700 POSTAGE	36.90	277.04	1,000.00	722.96	27.7
10-46-4800 TELEPHONE & INTERNET	1,064.04	5,671.31	16,000.00	10,328.69	35.5
10-46-4900 UTILITIES	154.14	2,050.18	7,000.00	4,949.82	29.3
10-46-6400 TRAINING AND AMMUNITION	.00	269.00	3,000.00	2,731.00	9.0
10-46-6600 UNIFORMS	77.50	1,651.10	15,000.00	13,348.90	11.0
10-46-8000 VEHICLES AND LEASES	.00	.00	100,000.00	100,000.00	.0
10-46-8050 VEHICLE MAINT & REPAIRS	116.04	2,133.77	25,000.00	22,866.23	8.5
10-46-8075 FUEL	2,029.16	9,120.01	20,000.00	10,879.99	45.6
10-46-9000 OTHER	601.19	1,430.61	6,000.00	4,569.39	23.8
TOTAL POLICE	82,941.99	441,407.99	1,453,570.00	1,012,162.01	30.4

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>PUBLIC WORKS/PARKS/BUILDINGS</u>					
10-49-1100 SALARIES & WAGES	2,763.47	14,108.38	39,500.00	25,391.62	35.7
10-49-1300 OVERTIME	202.39	976.20	3,000.00	2,023.80	32.5
10-49-1400 WORKERS' COMPENSATION	130.34	650.53	1,900.00	1,249.47	34.2
10-49-1500 HEALTH INSURANCE	760.79	4,229.36	7,800.00	3,570.64	54.2
10-49-1550 RETIREMENT	71.36	374.02	1,185.00	810.98	31.6
10-49-1600 FICA	224.30	1,135.96	3,022.00	1,886.04	37.6
10-49-1700 COLO UNEMPLOYMENT	5.95	26.98	158.00	131.02	17.1
10-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	150.00	150.00	.0
10-49-1900 ALLOWANCES	45.00	200.09	487.00	286.91	41.1
10-49-4000 BLDG MAINT & REPAIRS	.00	1,058.89	20,000.00	18,941.11	5.3
10-49-4800 TELEPHONE AND CELLPHONES	248.41	1,183.51	3,800.00	2,616.49	31.2
10-49-4900 UTILITIES	155.07	1,493.18	5,000.00	3,506.82	29.9
10-49-6100 PARKS MAINTENANCE	2,617.00	6,703.89	100,000.00	93,296.11	6.7
10-49-6300 PARTS AND REPAIRS	.00	.00	9,500.00	9,500.00	.0
10-49-6500 TREE CITY USA	.00	.00	2,000.00	2,000.00	.0
10-49-9000 OTHER	.00	25.07	5,000.00	4,974.93	.5
TOTAL PUBLIC WORKS/PARKS/BUILDINGS	7,224.08	32,166.06	202,502.00	170,335.94	15.9
<u>TWN ADMINSTR</u>					
10-52-1100 SALARIES & WAGES	11,538.46	58,199.65	150,000.00	91,800.35	38.8
10-52-1400 WORKERS' COMPENSATION	12.82	64.49	150.00	85.51	43.0
10-52-1550 RETIREMENT	.00	.00	4,500.00	4,500.00	.0
10-52-1600 FICA	890.34	4,479.03	11,475.00	6,995.97	39.0
10-52-1700 COLO UNEMPLOYMENT	23.08	92.56	600.00	507.44	15.4
10-52-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	500.00	500.00	.0
10-52-1850 TRAINING, TRAVEL AND LODGING	.00	498.00	7,000.00	6,502.00	7.1
10-52-1900 ALLOWANCES	100.00	350.00	900.00	550.00	38.9
TOTAL TWN ADMINSTR	12,564.70	63,683.73	175,125.00	111,441.27	36.4

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>COMM DEV</u>					
10-53-1100 SALARIES & WAGES- COMM DEV	15,974.54	59,667.30	225,000.00	165,332.70	26.5
10-53-1400 WORKERS' COMPENSATION	17.70	65.87	225.00	159.13	29.3
10-53-1500 HEALTH INSURANCE	2,834.89	11,760.33	34,000.00	22,239.67	34.6
10-53-1550 RETIREMENT	479.24	1,787.96	6,750.00	4,962.04	26.5
10-53-1600 FICA	1,224.12	4,545.71	17,100.00	12,554.29	26.6
10-53-1700 COLO UNEMPLOYMENT	31.96	111.01	900.00	788.99	12.3
10-53-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	1,200.00	1,200.00	.0
10-53-1850 TRAINING, TRAVEL AND LODGING	900.20	1,050.20	7,000.00	5,949.80	15.0
10-53-1900 ALLOWANCES	125.00	250.00	3,600.00	3,350.00	6.9
10-53-2500 COMMUNITY EVENTS	7,003.00	19,638.60	45,000.00	25,361.40	43.6
10-53-3000 BUILDING PERMITS	11,614.02	20,670.82	112,500.00	91,829.18	18.4
10-53-3200 CONTRACTED SERVICES	2,116.75	27,449.50	25,000.00	(2,449.50)	109.8
10-53-3425 ELIZABETH MAIN STREET	1,160.84	5,937.65	33,000.00	27,062.35	18.0
10-53-3450 HISTORIC ADVISORY BOARD	(415.00)	1,570.54	37,000.00	35,429.46	4.2
10-53-3475 MARKETING MATERIALS & PUBL	175.00	175.00	5,000.00	4,825.00	3.5
10-53-4000 GIS	.00	.00	800.00	800.00	.0
TOTAL COMM DEV	43,242.26	154,680.49	554,075.00	399,394.51	27.9
<u>NON-DEPARTMENTAL</u>					
10-59-9933 TRANSFER TO STREET MAINTENANCE	11,941.42	59,707.10	143,297.00	83,589.90	41.7
TOTAL NON-DEPARTMENTAL	11,941.42	59,707.10	143,297.00	83,589.90	41.7
TOTAL FUND EXPENDITURES	212,379.90	1,126,112.60	3,397,721.00	2,271,608.40	33.1
NET REVENUE OVER EXPENDITURES	38,932.13	355,892.59	(139,878.00)	(495,770.59)	254.4

TOWN OF ELIZABETH
 BALANCE SHEET
 MAY 31, 2022

STREET FUND

<u>ASSETS</u>			
21-100001	CASH IN COMBINED CASH FUND	848,772.38	
21-115000	ACCOUNTS RECEIVABLE	34,127.09	
		<hr/>	
	TOTAL ASSETS		882,899.47
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
21-202000	ACCOUNTS PAYABLE	13,012.17	
		<hr/>	
	TOTAL LIABILITIES		13,012.17
<u>FUND EQUITY</u>			
21-280000	FUND BALANCE	831,920.43	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	37,966.87	
		<hr/>	
	BALANCE - CURRENT DATE	37,966.87	
		<hr/>	
	TOTAL FUND EQUITY		869,887.30
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		882,899.47
			<hr/> <hr/>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAXES</u>					
21-31-3000 GENERAL SALES TAX	12,785.93	56,495.88	134,063.00	77,567.12	42.1
21-31-4000 USE TAX	1,311.50	5,632.87	21,407.00	15,774.13	26.3
TOTAL TAXES	14,097.43	62,128.75	155,470.00	93,341.25	40.0
<u>INTERGOVERNMENT</u>					
21-33-1000 HIGHWAY USERS TAX	4,825.84	26,099.26	100,000.00	73,900.74	26.1
21-33-1050 ROAD & BRIDGE	.00	41,710.49	150,000.00	108,289.51	27.8
21-33-6100 M.V. REGISTRATION (\$1.50)	331.78	1,772.86	4,300.00	2,527.14	41.2
21-33-6200 M.V. REGISTRATION (\$2.50)	482.50	2,747.50	6,400.00	3,652.50	42.9
TOTAL INTERGOVERNMENT	5,640.12	72,330.11	260,700.00	188,369.89	27.7
<u>OTHER SOURCES OF REVENUE</u>					
21-36-1000 INVESTMENT INCOME	551.58	1,111.79	400.00	(711.79)	278.0
21-36-4000 PUBLIC IMPROVEMENT FEE	1,979.95	8,524.55	20,000.00	11,475.45	42.6
TOTAL OTHER SOURCES OF REVENUE	2,531.53	9,636.34	20,400.00	10,763.66	47.2
<u>SOURCE 39</u>					
21-39-7000 TRANSFER FROM GENERAL FUND	11,941.42	59,707.10	143,297.00	83,589.90	41.7
TOTAL SOURCE 39	11,941.42	59,707.10	143,297.00	83,589.90	41.7
TOTAL FUND REVENUE	34,210.50	203,802.30	579,867.00	376,064.70	35.2

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>STREETS</u>					
21-49-1100 SALARIES & WAGES- PUB WORKS	8,290.41	42,325.06	118,500.00	76,174.94	35.7
21-49-1300 OVERTIME	607.17	2,928.60	9,000.00	6,071.40	32.5
21-49-1400 WORKERS' COMPENSATION	248.58	1,263.83	5,700.00	4,436.17	22.2
21-49-1500 HEALTH INSURANCE	2,282.35	12,687.47	23,400.00	10,712.53	54.2
21-49-1550 RETIREMENT	214.09	1,116.34	3,555.00	2,438.66	31.4
21-49-1600 FICA	672.99	3,411.89	9,065.00	5,653.11	37.6
21-49-1700 COLO UNEMPLOYMENT	17.78	80.80	474.00	393.20	17.1
21-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	500.00	500.00	.0
21-49-1900 ALLOWANCES	135.00	646.88	1,463.00	816.12	44.2
21-49-3200 CONTRACTED SERVICES	7,537.12	21,174.47	70,000.00	48,825.53	30.3
21-49-3500 DE-ICING SUPPLIES	.00	.00	21,500.00	21,500.00	.0
21-49-3650 LIGHTS AND SIGNALS	.00	5,504.35	18,000.00	12,495.65	30.6
21-49-4000 MAINTENANCE AND REPAIRS	7,710.80	40,064.88	97,000.00	56,935.12	41.3
21-49-5800 ROW MAINTENANCE	3,671.67	34,470.87	105,000.00	70,529.13	32.8
21-49-6100 SIGNS	.00	.00	1,500.00	1,500.00	.0
21-49-9000 OTHER	.00	159.99	13,000.00	12,840.01	1.2
TOTAL STREETS	31,387.96	165,835.43	497,657.00	331,821.57	33.3
TOTAL FUND EXPENDITURES	31,387.96	165,835.43	497,657.00	331,821.57	33.3
NET REVENUE OVER EXPENDITURES	2,822.54	37,966.87	82,210.00	44,243.13	46.2

TOWN OF ELIZABETH
 BALANCE SHEET
 MAY 31, 2022

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>			
31-100001	CASH IN COMBINED CASH FUND		7,286,432.25
31-115000	ACCOUNTS RECEIVABLE		146,518.96
			<hr/>
	TOTAL ASSETS		<u>7,432,951.21</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
31-280000	FUND BALANCE		6,804,268.94
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	628,682.27	
		<hr/>	
	BALANCE - CURRENT DATE		628,682.27
			<hr/>
	TOTAL FUND EQUITY		<u>7,432,951.21</u>
			<hr/>
	TOTAL LIABILITIES AND EQUITY		<u>7,432,951.21</u>
			<hr/>

TOWN OF ELIZABETH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2022

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
31-31-3000 SALES TAX	127,859.33	564,958.83	1,340,625.00	775,666.17	42.1
31-31-4000 USE TAX	13,114.98	56,328.65	214,073.00	157,744.35	26.3
TOTAL TAX	140,974.31	621,287.48	1,554,698.00	933,410.52	40.0
<u>OTHER FINANCING SOURCES</u>					
31-36-1000 INVESTMENT INCOME	4,642.30	9,378.79	3,000.00	(6,378.79)	312.6
31-36-9000 OTHER REVENUE	31,503.00	31,503.00	100,000.00	68,497.00	31.5
TOTAL OTHER FINANCING SOURCES	36,145.30	40,881.79	103,000.00	62,118.21	39.7
TOTAL FUND REVENUE	177,119.61	662,169.27	1,657,698.00	995,528.73	40.0

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

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 TOWN EVENT PARK	.00	.00	125,000.00	125,000.00	.0
31-80-1100 SALARIES & WAGES	.00	.00	24,750.00	24,750.00	.0
31-80-1400 WORKER'S COMPENSATION	.00	.00	25.00	25.00	.0
31-80-1500 HEALTH INSURANCE	.00	.00	3,300.00	3,300.00	.0
31-80-1550 RETIREMENT	.00	.00	742.00	742.00	.0
31-80-1600 FICA	.00	.00	1,893.00	1,893.00	.0
31-80-1700 COLO UNEMPLOYMENT	.00	.00	99.00	99.00	.0
31-80-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	165.00	165.00	.0
31-80-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,650.00	1,650.00	.0
31-80-1900 ALLOWANCES	.00	.00	322.00	322.00	.0
31-80-3220 ASSET ASSESSMENT	.00	.00	25,000.00	25,000.00	.0
31-80-3400 FACILITIES MASTER PLAN	.00	.00	75,000.00	75,000.00	.0
31-80-3425 COMMUNITY STUDIES	.00	.00	50,000.00	50,000.00	.0
31-80-3450 SENIOR CENTER	.00	.00	50,000.00	50,000.00	.0
31-80-3475 CAPITAL PLANNING	.00	.00	15,000.00	15,000.00	.0
31-80-5500 TOWN HALL BLDG IMPROVEMENTS	.00	5,989.77	100,000.00	94,010.23	6.0
31-80-5550 LIBRARY PARTNERSHIP	.00	.00	400,000.00	400,000.00	.0
31-80-6500 TRAIL SYSTEMS	.00	4,580.58	9,900.00	5,319.42	46.3
31-80-9100 TOWN HALL LANDSCAPING	.00	.00	75,000.00	75,000.00	.0
31-80-9901 TRANSFER TO GENERAL FUND	4,583.33	22,916.65	55,000.00	32,083.35	41.7
TOTAL CAPITAL IMPROVEMENT MISC	4,583.33	33,487.00	1,262,846.00	1,229,359.00	2.7
TOTAL FUND EXPENDITURES	4,583.33	33,487.00	1,262,846.00	1,229,359.00	2.7
NET REVENUE OVER EXPENDITURES	172,536.28	628,682.27	394,852.00	(233,830.27)	159.2

TOWN OF ELIZABETH
BALANCE SHEET
MAY 31, 2022

STREET CAPITAL IMPROVEMENT FND

<u>ASSETS</u>			
32-100001	CASH IN COMBINED CASH FUND	3,207,318.33	
32-104400	STREET BOND RESERVE CD ACCOUNT	249,312.79	
32-115000	ACCOUNTS RECEIVABLE	323,425.76	
	TOTAL ASSETS		3,780,056.88
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
32-203000	RETAINAGE PAYABLE	150,934.90	
32-222000	DEFERRED REVENUE	11,500.00	
	TOTAL LIABILITIES		162,434.90
<u>FUND EQUITY</u>			
32-280000	FUND BALANCE	3,336,127.41	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	281,494.57	
	BALANCE - CURRENT DATE	281,494.57	
	TOTAL FUND EQUITY		3,617,621.98
	TOTAL LIABILITIES AND EQUITY		3,780,056.88

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
32-31-3000 GENERAL SALES TAX	115,073.40	508,462.93	1,206,563.00	698,100.07	42.1
32-31-4000 USE TAX	11,803.48	50,695.79	192,665.00	141,969.21	26.3
TOTAL TAX	126,876.88	559,158.72	1,399,228.00	840,069.28	40.0
<u>OTHER FINANCING SOURCES</u>					
32-36-1000 INVESTMENT INCOME	2,286.40	4,679.79	3,000.00	(1,679.79)	156.0
32-36-3000 MISC REVENUE	.00	.00	25,000.00	25,000.00	.0
TOTAL OTHER FINANCING SOURCES	2,286.40	4,679.79	28,000.00	23,320.21	16.7
TOTAL FUND REVENUE	129,163.28	563,838.51	1,427,228.00	863,389.49	39.5

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL OUTLAY</u>					
32-49-1100 SALARIES & WAGES	.00	.00	24,750.00	24,750.00	.0
32-49-1400 WORKER'S COMPENSATION	.00	.00	25.00	25.00	.0
32-49-1500 HEALTH INSURANCE	.00	.00	3,300.00	3,300.00	.0
32-49-1550 RETIREMENT	.00	.00	742.00	742.00	.0
32-49-1600 FICA	.00	.00	1,893.00	1,893.00	.0
32-49-1700 COLO UNEMPLOYMENT	.00	.00	99.00	99.00	.0
32-49-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	165.00	165.00	.0
32-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,650.00	1,650.00	.0
32-49-1900 ALLOWANCES	.00	.00	322.00	322.00	.0
32-49-3000 PAVING PROJECTS - CR13 SOUTH	.00	.00	750,000.00	750,000.00	.0
32-49-4000 ROAD BASE	.00	633.73	15,000.00	14,366.27	4.2
32-49-6600 RIGHT OF WAY EASEMENTS	.00	.00	50,000.00	50,000.00	.0
32-49-8000 STREET PAVING	.00	174,286.75	1,000,000.00	825,713.25	17.4
32-49-9000 CONCRETE STREET REPAIRS	.00	.00	250,000.00	250,000.00	.0
32-49-9100 EQUIPMENT	.00	.00	287,500.00	287,500.00	.0
32-49-9101 ROTOMILL	.00	.00	1,200,000.00	1,200,000.00	.0
32-49-9200 CURB & GUTTER WORK	.00	.00	5,000.00	5,000.00	.0
32-49-9300 SIDEWALK REPLACEMENT PROGRAM	.00	.00	250,000.00	250,000.00	.0
32-49-9305 MAIN ST STREETSCAPE DESIGN	10,716.25	48,057.36	269,000.00	220,942.64	17.9
32-49-9310 TRANSFER TO GENERAL FUND	4,166.67	20,833.35	50,000.00	29,166.65	41.7
TOTAL CAPITAL OUTLAY	14,882.92	243,811.19	4,159,446.00	3,915,634.81	5.9
<u>DEBT SVC</u>					
32-59-4000 PAYING AGENCY FEE	.00	.00	600.00	600.00	.0
32-59-9700 2014 REFUNDING BOND PRINCIPAL	.00	.00	245,000.00	245,000.00	.0
32-59-9750 2014 REFUNDING BOND INTEREST	.00	3,050.25	6,101.00	3,050.75	50.0
32-59-9800 2015 REFUNDING BOND PRINCIPAL	.00	.00	165,000.00	165,000.00	.0
32-59-9850 2015 REFUNDING BOND INTEREST	.00	35,482.50	70,965.00	35,482.50	50.0
TOTAL DEBT SVC	.00	38,532.75	487,666.00	449,133.25	7.9
TOTAL FUND EXPENDITURES	14,882.92	282,343.94	4,647,112.00	4,364,768.06	6.1
NET REVENUE OVER EXPENDITURES	114,280.36	281,494.57	(3,219,884.00)	(3,501,378.57)	8.7

TOWN OF ELIZABETH
BALANCE SHEET
MAY 31, 2022

WATER SEWER FUND

ASSETS

52-100001	CASH IN COMBINED CASH FUND	4,169,324.21	
52-101000	PETTY CASH	100.00	
52-110000	ACCOUNTS RECEIVABLE: UB	149,930.02	
52-115000	ACCOUNTS RECEIVABLE: OTHER	1,494.03	
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	1,303,568.39	
52-165200	CONSTRUCTION IN PROGRESS: SWR	49,500.00	
52-169100	ACCUMULATED DEP: WATER	(2,727,106.48)	
52-169200	ACCUMULATED DEP: SEWER	(3,822,205.34)	
	TOTAL ASSETS		12,784,645.37

LIABILITIES AND EQUITY

LIABILITIES

52-202000	ACCOUNTS PAYABLE	194,223.31	
52-203000	RETAINAGE PAYABLE	24,515.00	
52-215200	ACCRUED INT PAY: SEWER	2,479.00	
52-218000	COMPENSATED ABSENCES PAYABLE	13,777.88	
52-218100	COMP ABSENCES- CURRENT PAYABLE	1,377.79	
52-220000	CUSTOMER METER DEPOSITS	42,791.80	
52-231200	2007 CWRPDA CUR NOTES PAYABLE	60,120.00	
52-239402	2007 CWRPDA NOTE PAYABLE	337,558.35	
	TOTAL LIABILITIES		676,843.13

FUND EQUITY

52-280000	RETAINED EARNINGS	12,508,662.70	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(400,860.46)	
	BALANCE - CURRENT DATE	(400,860.46)	
	TOTAL FUND EQUITY		12,107,802.24
	TOTAL LIABILITIES AND EQUITY		12,784,645.37

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CHARGE FOR SERVICES / TAP FEES</u>					
52-34-4100 WATER SALES	68,392.43	275,902.15	650,000.00	374,097.85	42.5
52-34-4200 SEWER SALES	64,333.26	315,477.76	675,000.00	359,522.24	46.7
52-34-8100 WATER TAP FEES	.00	.00	520,000.00	520,000.00	.0
52-34-8200 SEWER TAP FEES	56,000.00	71,000.00	592,000.00	521,000.00	12.0
TOTAL CHARGE FOR SERVICES / TAP FEES	188,725.69	662,379.91	2,437,000.00	1,774,620.09	27.2
<u>MISCELLANEOUS</u>					
52-36-1000 INVESTMENT INCOME	2,767.56	5,830.99	2,700.00	(3,130.99)	216.0
52-36-9000 OTHER REVENUE	2,726.92	11,170.62	91,000.00	79,829.38	12.3
TOTAL MISCELLANEOUS	5,494.48	17,001.61	93,700.00	76,698.39	18.1
TOTAL FUND REVENUE	194,220.17	679,381.52	2,530,700.00	1,851,318.48	26.9

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>WATER</u>					
52-57-1100 SALARIES & WAGES- WATER	8,290.41	42,325.06	130,875.00	88,549.94	32.3
52-57-1300 OVERTIME	607.17	2,928.60	9,000.00	6,071.40	32.5
52-57-1400 WORKERS' COMPENSATION	248.58	1,264.12	6,295.00	5,030.88	20.1
52-57-1500 HEALTH INSURANCE	2,282.35	12,687.47	25,050.00	12,362.53	50.7
52-57-1550 RETIREMENT	214.09	1,116.34	3,925.00	2,808.66	28.4
52-57-1600 FICA	672.99	3,412.47	10,012.00	6,599.53	34.1
52-57-1700 COLO UNEMPLOYMENT	17.78	80.80	524.00	443.20	15.4
52-57-1825 MEMBERSHIPS - EMPLOYEE	.00	527.00	900.00	373.00	58.6
52-57-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-57-1900 ALLOWANCES	135.00	654.64	1,625.00	970.36	40.3
52-57-3200 CONTRACTED SERVICES	17,999.00	28,165.97	140,000.00	111,834.03	20.1
52-57-4800 TELEPHONE AND CELLPHONES	.00	.00	1,800.00	1,800.00	.0
52-57-4900 UTILITIES	119.52	14,529.40	90,000.00	75,470.60	16.1
52-57-5400 INSURANCE	.00	4,726.63	10,000.00	5,273.37	47.3
52-57-5500 LEGAL - CONTRACTED	.00	.00	8,000.00	8,000.00	.0
52-57-6000 MAINTENANCE AND REPAIRS	3,827.44	16,390.24	150,000.00	133,609.76	10.9
52-57-7500 CHEMICAL SUPPLIES	.00	1,057.40	9,000.00	7,942.60	11.8
52-57-7550 WATER SUPPLIES	.00	1,764.38	14,000.00	12,235.62	12.6
52-57-9000 OTHER	.00	456.19	18,000.00	17,543.81	2.5
52-57-9100 RITORO WELLS	76,400.00	683,935.98	700,000.00	16,064.02	97.7
52-57-9900 WATER LINE UPGRADE	.00	.00	25,000.00	25,000.00	.0
TOTAL WATER	110,814.33	816,022.69	1,355,331.00	539,308.31	60.2
<u>SEWER</u>					
52-58-1100 -SALARIES & WAGES- SEWER	8,290.41	42,325.02	130,875.00	88,549.98	32.3
52-58-1300 OVERTIME	607.17	2,928.60	9,000.00	6,071.40	32.5
52-58-1400 WORKERS' COMPENSATION	248.58	1,263.93	6,295.00	5,031.07	20.1
52-58-1500 HEALTH INSURANCE	2,282.42	12,688.29	25,050.00	12,361.71	50.7
52-58-1550 RETIREMENT	214.12	1,116.53	3,925.00	2,808.47	28.5
52-58-1600 FICA	672.94	3,412.54	10,012.00	6,599.46	34.1
52-58-1700 COLO UNEMPLOYMENT	25.81	117.45	524.00	406.55	22.4
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
52-58-1900 ALLOWANCES	135.00	654.64	1,625.00	970.36	40.3
52-58-3200 CONTRACTED SERVICES	8,015.16	22,644.97	110,000.00	87,355.03	20.6
52-58-4800 TELEPHONE AND CELLPHONES	572.71	2,698.58	9,000.00	6,301.42	30.0
52-58-4900 UTILITIES	.00	20,521.45	70,000.00	49,478.55	29.3
52-58-5400 INSURANCE	.00	5,225.38	12,000.00	6,774.62	43.5
52-58-6000 MAINTENANCE AND REPAIRS	21,919.12	28,506.14	130,000.00	101,493.86	21.9
52-58-7500 SEWER SUPPLIES	.00	.00	2,500.00	2,500.00	.0
52-58-9000 OTHER	.00	81.00	6,000.00	5,919.00	1.4
52-58-9400 WTP UPGRADES	.00	9,900.00	968,000.00	958,100.00	1.0
TOTAL SEWER	42,983.44	154,084.52	1,497,031.00	1,342,946.48	10.3

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>2007 CWRPDA</u>					
52-63-6300 2007 CWRPDA PYMT- PRINCIPAL	.00	29,781.26	57,928.00	28,146.74	51.4
52-63-6400 2007 CWRPDA- INTEREST	.00	7,436.86	16,508.00	9,071.14	45.1
TOTAL 2007 CWRPDA	.00	37,218.12	74,436.00	37,217.88	50.0
<u>DEPARTMENT 65</u>					
52-65-9900 TRANSFER TO GENERAL FUND	14,583.33	72,916.65	175,000.00	102,083.35	41.7
TOTAL DEPARTMENT 65	14,583.33	72,916.65	175,000.00	102,083.35	41.7
TOTAL FUND EXPENDITURES	168,381.10	1,080,241.98	3,101,798.00	2,021,556.02	34.8
NET REVENUE OVER EXPENDITURES	25,839.07	(400,860.46)	(571,098.00)	(170,237.54)	(70.2)

TOWN OF ELIZABETH
BALANCE SHEET
MAY 31, 2022

COMBINED CASH FUND

<u>ASSETS</u>			
99-100001	CASH ALLOCATED TO OTHER FUNDS	(17,815,242.93)
99-100012	CASH CLEARING - COURT	(25,741.33)
99-104201	COLOTRUST INVESTMENT ACCOUNT		13,074,425.25
99-104202	CORE ARPA ACCOUNT		151,212.38
99-104203	CORE INVESTMENT ACCOUNT		4,232,745.30
99-105200	CBOC (WATER SEWER)		382,726.53
			125.20
	TOTAL ASSETS		125.20
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
99-202000	ACCOUNTS PAYABLE		125.20
			125.20
	TOTAL LIABILITIES		125.20
	TOTAL LIABILITIES AND EQUITY		125.20



TOWN OF ELIZABETH

PAM CHERRY, COMMUNITY DEVELOPMENT DIRECTOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Pam Cherry, Community Development Director
DATED: July 19, 2022
SUBJECT: Project status spreadsheet

BACKGROUND

At the Trustees meeting on July 12 a request was made for updates to projects within the Town. I have included a spreadsheet of project status except for those that have only had pre-application meetings. Is this the information that the Board would like to see? Do you have any comment or additional requests?

Development and Department Projects as of 7/18/22			
PROJECT	DESIGNATED	UPDATED	DESCRIPTION
Legacy Village, Filings 1 and 2	Mike D.	7/18/22	226 SF residential lots on 98 acres (2 filings). BoT Approved w/ conditions on October 12, 2021; Plats and SIA recorded and LOC are in Zach's office in the safe; November 9, 2021 - BoT consideration of Annexation Agreement Amendment to extend water and sewer tap fee rate out 2 years (continued); Public Works analyzing water and sewer tap rates to report back to BoT. 2/23/22 CDOT Access Construction Notice to Proceed underway (CDOT didn't realize they had the application and just now started processing); The Access Construction Notice to Proceed must be approved by CDOT prior to issuance of any building permits. CORE provided a consolidated checklist of all of required sign-offs and approvals that the Town will be requiring prior to acceptance on the Legacy Village. Sign-off's and approvals include: CDOT acceptance for Hwy 86 work; Town verification of Demolition and required permits and Parks/Open Space/Landscape Improvements (ped recreational trails, fencing, park programming items. 7-18-22 Developer working with CDOT on comments for access.
Elizabeth West	Carrie/Pam	7/18/22	Rezone request from Ag to PUD to allow 950 residential units and 19 acres of retail commercial (12 acres of RC and 7 acres CMU) on 425 acres. Internal review comments issued on December 14, 2021; Comments focused on BoT Water Policy Directives; Developer is currently revising proposal; Mtg w/ Applicant Team and Town to discuss water on 1/20/22; Applicant team evaluating amending Wild Pointe water decree and evaluating how to best address town's long-range water goals/policies; Awaiting resubmittal; Water Team scheduled for 2/23/22; 3/1/22 Issued condensed water dedication letter to applicant; Coordinating team on addressing follow up inquiries. 3/16 Issued responses to Jim's follow up questions; Clarification needed from Water Team re: if Jim pays the \$3.27 M would that allow him to keep his density at 950 units? Once water dedication is finalized, applicant will revise PUD plans to route on external referral. 6/10/22 Referrals sent 6-7-22 by Carrie. Comments to Developer week of 7-18-22.
Ritoro Filing 2	Pam/Zach	7/18/22	Currently being built out. 2/2022 CORE released comments on the 1st Submittal of the Letter of Map Revision for the Ritoro Subdivision at Gold Creek; 3/16 Applicant had follow up questions for Manny and he's working through them w/ Lisa Lauver <lisa.lauver@stantec.com> (floodplain consultant to FEMA); Carrie forwarded comments to Pat for Town files. Working through comments with CORE.
Ritoro Filing 3	Pam/Zach	7/18/22	Currently being built out. See above. Built out June 2022
Cleary Building Corp	Pam/Zach	7/18/22	Site Plan approval request to construct a 4,368 square foot commercial office building in Cross Roads Business Park; On referral; Comments due January 17, 2022; Drafting Referral Response Summary Report to be issued 1/24/22; 2/1/22 Resubmittal received and routed for review due on 2/18/22; 2/28/22 2nd Round review comments issued; 3/7/22 Resubmittal rec'd and routed for final review - Comments due 3/21/22. 3/8 applicant was provided early grading permit application and requirements; The Applicant is measuring the availability of contractors and the approval timeline prior to submitting a grading permit application. Sign posting affidavit completed. 6/10/22 Approval by Trustees on 5-24, packet was missing resolution, site development agreement with exhibits. SDA and resolution will be on Trustee agenda on June 28 if all items received from developer. Development approved and Resolution signed 6-28-22. Submitted for building permit 6-6-2022. Construction of the erosion control BMP's has begun.
Main Street Station	Zach	7/18/22	Developer challenge addressing comments from Core Electric; 1/11/22 Patrick, Carrie and Zach met to discuss; Patrick & Zach to analyze Streetscape project utilities while Carrie is reviewing project file (easements) and opportunities for alternative solutions. Anticipate follow up mtg the week of 1/18-21st; 1/19 Carrie met w/ Patrick and Zach are looking at doing one run from the Gesin lot and possibly talking to the owner of the lot that has a trailer on it. Once sorted, Patrick and Zach will talk to Core Electric about contributions and Federal money for charging stations downtown. The Owner would like to talk to the Town before approaching Core Electric; 2/2 Meeting with CORE Electric re: undergrounding; Internal discussion w/ staff on next steps needed. Carrie to coordinate resolve to report back to applicant; 02/15/2022 Zach, Patrick, and Corey meeting 02/17 to discuss undergrounding in Town easement. Zach contacting Scott Pease regarding age of utility lines in that part of Main Street. Need follow up from Zach's correspondence with Scott Pease. UPDATE 03/21 - Town, CORE, and Russ + attorneys spoke 03/17/2022. CORE has agreed to consider placing lines in Town ROW if Town pays for future maintenance/movements. Brooks to schedule work session with Russ and engineers to find locations for the above ground equipment. UPDATE 07/18/2022 Russ has worked with CORE. The electric is planned to go under the landscaping island behind the proposed buildings. The Town is waiting for the completed Site Plan submittal package.
Elizabeth Street Plaza	Pam/Travis	7/18/22	6/1: Moving forward with Site Plan. Cost agreement executed and Escrow payment received. Pre-app meeting 1/27; Pre-app comments issuance 2/4. 3/2/22 Early Grading Permit issued. Application received 5-26-22, referral comments requested 6-10-22. Comments referred to developer 7-1-22.
Pine Ridge Crossing	Pam/Travis	6/10/22	Pre-app meeting on 1/27; Pat Compiling pre-app comments for issuance to applicant ; Awaiting to hear from new Owner if they want to move forward with previous approved SRU and Site Plan or if they want to increase bldg. heights, etc.; 3/16/22 Mtg w/ applicant re: next steps on moving forward w/ governing approvals; 3/22 BoT consider SDA Assignment. UPDATE 04/06/2022 - Assignment approved by the BOT. 6/10/22 Developer contemplating amendment to Site Plan. Building permits issued on buildings C and D.
Countryside Village	Pam/Travis	7/18/22	Site plan approved. Need assignment to monitor project. Building permits pulled for awnings, paving complete. Developer contacted regarding HC ramps on
30 Tabor Street	Pam/Travis	7/18/22	Inquiry, small equipment and trailer sales, eventually move to Crossroads; 1/13 Carrie informed potential owner that storage facilities, trailers, large vehicles are not allowed in the RC zone district; Now, he would like to add an overhead door on the right side as you are facing the building where the last windows are currently. Also wants to do a low split rail or similar perimeter fence. 1/21 Carrie reviewing site plan photos to respond to potential owner on 1/24; Corresp w/ potential owner re: site plans; Phone mtg w/ Pat re: previous use (change of use) and need for site plan for site plan amendment; Travis reviewing potential owners site changes for process determination; 2/10 pre-app mtg; Pat compiling pre-app summary for issuance to applicant. PG- 2/23 emailed Land Use app and Change of Use app to Mark. Awaiting submittal. UPDATE 04/06/2022 - The applicant has provided an acceptable Site Plan. Awaiting Building Permit and Business License. 6/10/22 Decided to move this business to Kiowa St. Space on Tabor will be leased to other users. No permit applications at this time. Building currently for lease, developer decided to open in an existing building where use is permitted by zoning.
Ziggi's Coffee IGA	Zach	3/21/22	Admin decision 1/26/2022 + added condition of approval to satisfy any sewer tap/IGA requirements of the Town 03/03 - Public Works has begun their review and is calculating remaining fees. UPDATE 03/21 - Applicant needs to provide additional documents for Public Works to review/approve.
McDonalds IGA	Zach	4/6/22	Referral comments + sewer tap information sent to applicant on 1/20/2022 (est. approval March 2022) UPDATE 04/06/2022 - Check is in the mail. Will start review once received.
Anna' Car Wash IGA	Zach	4/6/22	Anna'a Car Wash: Admin Decision 1/26/22 + added condition of approval to satisfy any sewer tap/IGA requirements of the Town. UPDATE 4/6/22 - Owner dropped off check and charge back agreement. Review by PW
Brakes Plus IGA	Zach	4/6/22	Zach attended the pre-app with the County. Have not received anything further from the applicant.
Settlement House Patio	Zach		Zach to provide update when available
1897 House Variance	Zach	1/13/22	286 S. Main St - I don't have a variance request on this property yet. Will likely be for exceeding Under Roof Coverage.

619 Main St	Zach	7/18/22	Additional address for secondary residence is 356 E Chestnut, require a change of use permit, Matt Denney and Kara to do a walkthrough for Life Safety after new address given. 6/10/22 Address issued awaiting life/safety inspection if SafeBuilt required. 07/18/2022 Safebuilt has completed Life/Safety inspection. Property owner is using for long term rental.
MS Streetscape Project	Zach	7/18/22	Kickoff meeting held 03/10/2022. Second public meeting tentatively scheduled for 06/30/2022. UPDATE 07/18/2022 Second public meeting introducing a parralel option occurred on 06/30. Setting third public meeting for mid October. Canvassing homeowners on West side of Main. Coordinating with property owners on East side of street to work out parking and curb cuts.
Main Street Management	Zach	7/18/22	Second Quarter narrative and metrics have been completed and submitted to DOLA. Make MSBOD of training opportunities as DCI and MSNOW become known.
Main Street Board	Zach	7/18/22	Revitalizing Main Street Grant was completed and submitted before the deadline. Main Street Streetscape Design Kickoff meeting is 03/10/2022. Farmers Market Agreement has been approved by the MSBOD and will be put before BOT on 03/22. Board appointees to be reviewed by BOT at the 03/22 meeting. UPDATE 07/18/2022 Farmers Market Agreement has been approved by the BOT. First two Streetscape meetings have been completed. Third will occur in mid October. MSBOD has two new members after the BOT formally brought the MSBOD into town and opened the MSBOD to 7 positions. Ornaments are in progress, following up with manufacturer. MSBOD is having an informal meeting at the 1897 house on 07/28 for the Main Street workers/business owners. MSBOD to review some DT zoning regulations and make recommendations.
Historic Advisory Board	Zach	7/18/22	Public Meeting 02/15/2022. Working with Sheryl Trent and HAB to update HP Code. One candidate approved by BOT in March. Public Survey released March 11th and closing April 11th. Second public meeting scheduled for April 18th. UPDATE 07/18/2022 Second public meeting has occurred. Feedback was utilized to create an updated Hisoric Preservation code. The HP Code update was recommended for approval by the Planning Commission and will go before the BOT in August for adoption.
Planning Commission	Zach/Pam	7/18/22	Nick Snively Appointed to voting member, Rob Porter appointed to non-voting member. Rachel White has stepped down as a commissioner. Julie Uhernik appointed as voting member in March. Ed Beard appointed as "business owner" non-voting member in March. UPDATE 04/06/2022 - 6/10/22 Nick Snively voted as Chair, Barb voted as Vice Chair. Nick Snively appointed to BoT. 07/18/2022 UPDATE Greg Lindbloom has been appointed to the Planning Commission as a voting member. Jenny Case has been elected as Chair. PC will be reviewing selected Elizabeth Municipal Code for possible updates to recommend to the BOT.
Henderson Replat	In house	6/10/22	PG - contacted Mr. Henderson who confirmed this project is still pending resubmittal. 6-10-22 to meet with Henderson 6-14-22
Dairy Queen	In house		Active site development agreement; improvements still under warranty
Running Creek Dental	In house		Active site development agreement; improvements still under warranty
O'Reilly Auto	In house		Active site development agreement; improvements still under warranty
Winchester Estates	In house		5 lot subdivision, active SIA
Town Event Mgmt Company	TBD	4/6/22	PG- Proposal chosen for WIP event management. Meeting date with event planner TBD.
Gesin Lot Development	TBD	7/18/22	Zach in talks with CDOT regarding SH86 ROW. CDOT has confirmed ROW total is 60 feet/30 feet from centerline. 6/10/22 CDOT meeting on 86. UPDATE 07/18/2022 Gene Gregory has presented an option to the BOT for consideration. The Town is acquiring a property valuation for the Gesin Lot.
Frontier High School Redevelopment	Zach	6/10/22	12/6/21 Chris Lowe, Carrie and Zach had a Pre-Pre App with potential owner (Gene Gregory), Dan and Nathan Berkenkotter; Redevelopment includes adaptive reuse of historic bldgs. (apartments/lofts (senior housing/center), office/mixed use, convert gym to bar restaurant using existing kitchen dance hall/live music venue with stage and 4 pickle board courts; and brewery; Classrooms to lease as offices and/or rent as craft spaces, yoga rooms or paint studios; Chris provided potential partners for senior center concepts; Rezone to DT and possible subdivision; 1/19 Mtg w/ Patrick with update that staff will be touring the buildings with Gene. 6/10/22 - continued meetings with developers.



ADA
 Design Guide

1

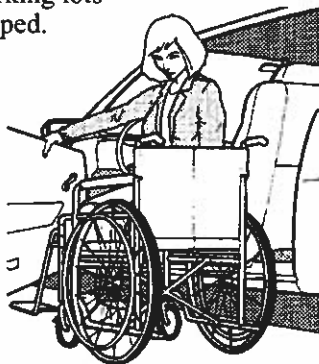
Restriping Parking Lots

Accessible Parking Spaces

When a business, State or local government agency, or other covered entity restripes a parking lot, it must provide accessible parking spaces as required by the ADA Standards for Accessible Design. Failure to do so would violate the ADA.

In addition, businesses or privately owned facilities that provide goods or services to the public have a continuing ADA obligation to remove barriers to access in existing parking lots when it is readily achievable to do so. Because restriping is relatively inexpensive, it is readily achievable in most cases.

This ADA Design Guide provides key information about how to create accessible car and van spaces and how many spaces to provide when parking lots are restriped.



Accessible Parking Spaces for Cars

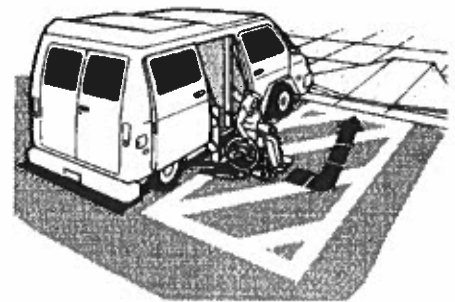
Accessible parking spaces for cars have at least a 60-inch-wide access aisle located adjacent to the designated parking space. The access aisle is just wide enough to permit a person using a wheelchair to enter or exit the car. These parking spaces are identified with a sign and located on level ground.

Van-Accessible Parking Spaces

Van-accessible parking spaces are the same as accessible parking spaces for cars except for three features needed for vans:

- a wider access aisle (96") to accommodate a wheelchair lift;
- vertical clearance to accommodate van height at the van parking space, the adjacent access aisle, and on the vehicular route to and from the van-accessible space, and
- an additional sign that identifies the parking spaces as "van accessible."

One of eight accessible parking spaces, but always at least one, must be van-accessible.



Minimum Number of Accessible Parking Spaces

ADA Standards for Accessible Design 4.1.2 (5)

Total Number of Parking spaces Provided (per lot)	Total Minimum Number of Accessible Parking Spaces (60" & 96" aisles)	Van Accessible Parking Spaces with min. 96" wide access aisle	Accessible Parking Spaces with min. 60" wide access aisle
	Column A		
1 to 25	1	1	0
26 to 50	2	1	1
51 to 75	3	1	2
76 to 100	4	1	3
101 to 150	5	1	4
151 to 200	6	1	5
201 to 300	7	1	6
301 to 400	8	1	7
401 to 500	9	2	7
501 to 1000	2% of total parking provided in each lot	1/8 of Column A*	7/8 of Column A**
1001 and over	20 plus 1 for each 100 over 1000	1/8 of Column A*	7/8 of Column A**

* one out of every 8 accessible spaces

** 7 out of every 8 accessible parking spaces

Location

Accessible parking spaces must be located on the shortest accessible route of travel to an accessible facility entrance. Where buildings have multiple accessible entrances with adjacent parking, the accessible parking spaces must be dispersed and located closest to the accessible entrances.

When accessible parking spaces are added in an existing parking lot, locate the spaces on the most level ground close to the accessible entrance. An accessible route must always be provided from the accessible parking to the accessible entrance. An accessible route never has curbs or stairs, must be at least 3-foot wide, and has a firm, stable, slip-resistant surface. The slope along the accessible route should not be greater than 1:12 in the direction of travel.

Accessible parking spaces may be clustered in one or more lots if equivalent or greater accessibility is provided in terms of distance from the accessible entrance, parking fees, and convenience. Van-accessible parking spaces located in parking garages may be clustered on one floor (to accommodate the 98-inch minimum vertical height requirement).

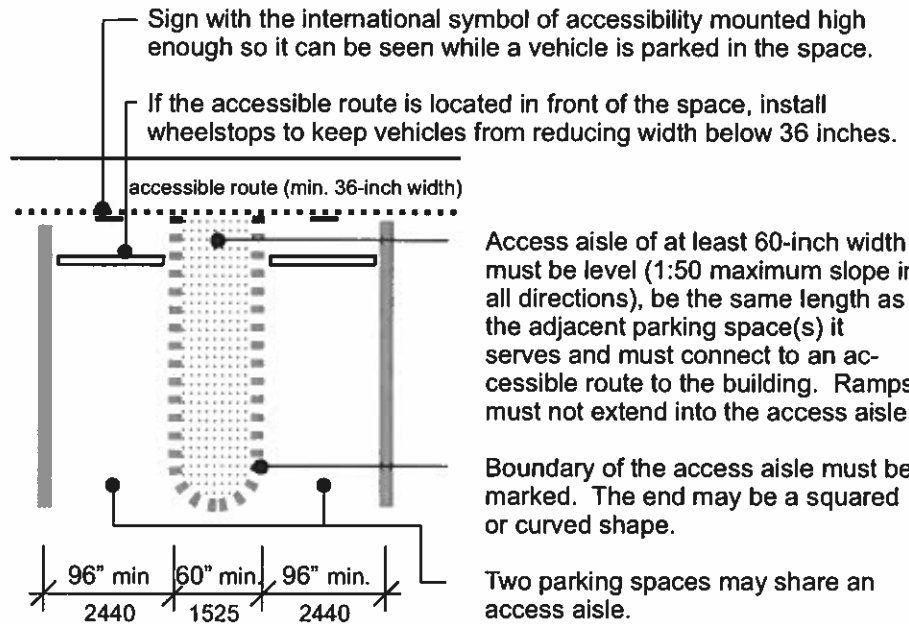
Free Technical Assistance

Answers to technical and general questions about restriping parking lots or other ADA requirements are available by telephone on weekdays. You may also order the ADA Standards for Accessible Design and other ADA publications, including regulations for private businesses or State and local governments, at any time day or night. Information about ADA-related IRS tax credits and deductions is also available from the ADA Information Line.

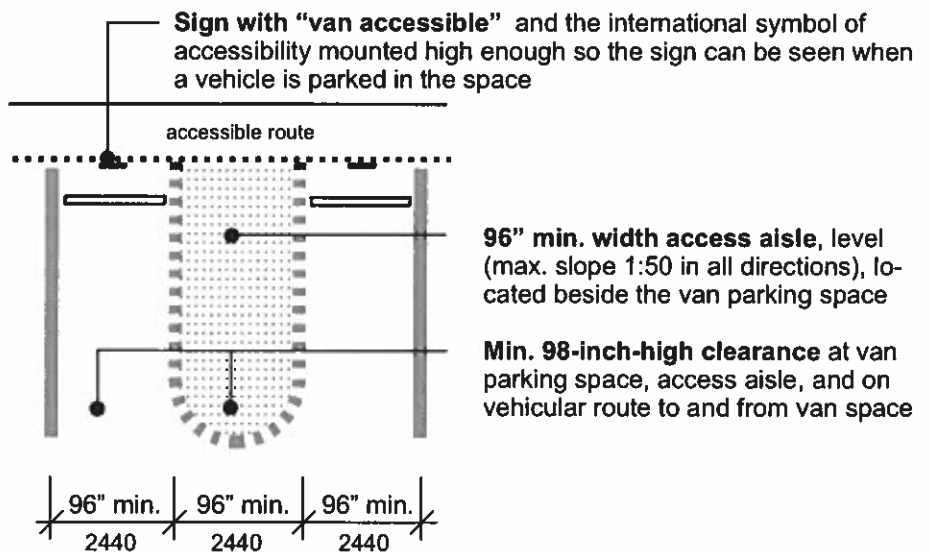
**Department of Justice
ADA Information Line**

**800-514-0301 (voice)
800-514-0383 (tty)**

Features of Accessible Parking Spaces for Cars



Three Additional Features for Van-Accessible Parking Spaces



Internet

You may also review or download information on the Department's ADA Internet site at any time. The site provides access to ADA regulations, technical assistance materials, and general ADA information. It also provides links to other Federal agencies, and updates on new ADA requirements and enforcement efforts. Internet address:
www.usdoj.gov/crt/ada/adahom1.htm

Reference:

ADA Standards for Accessible Design (28 CFR Part 36):

§ 4.1.6 Alterations;
§ 4.1.2 Accessible Sites and Exterior Facilities: New Construction, and
§ 4.1.6 Parking and Passenger Loading Zones.



TOWN OF ELIZABETH

POLICE DEPARTMENT
MELVIN BERGHAHN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/03/2022 to 07/16/2022



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 **07/03/2022 at 12:01 a.m. to 07/16/2022 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.

▪ 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
 MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

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Total Calls for Service:

352

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assisting Other Agencies
36	15	12	9	0

Parking Violations:

Total Parking Violations:	Parking Citations:	Parking Written Warnings:	Parking Verbal Warnings:
4	0	2	2

Other Calls for Service:

Call Type:	Number of Calls:
Abandoned Vehicle	1
Alarm-Business Burglary	4
Animal Bite	1
Animal Complaint	1
Animal Cruelty	1
Assault	1
Assist to Fire Department	1
Assist to other Agency	8
Attempt to Contact	2
Business Check	16
Child Abuse	1
Citizen Assist	4



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Citizen Contact	5
Crime Prevention	2
Criminal Mischief	1
Dead Animal	1
Disturbance	1
Domestic Violence	1
Drug Offense	1
Fireworks	17
Follow Up	7
Found Property	1
Harassment	1
House Watch	2
Increased Patrol	143
Informational Report	1
Juvenile Complaint	1
Livestock Complaint	3
Medical Assist	6
Motorcycle Complaint	3
Motorist Assist	3
Municipal Ordinance Violation	12
Motor Vehicle Accident Property Damage	4
Park Check	9
Parking Complaint	4
Repossession	1
Sex Assault on a Child	1
Sex Offense	1
Special Assignment	1
Suspicious Circumstance	4
Suspicious Vehicle	17
Theft	2
Traffic Complaint	5
Traffic Hazard	2
Traffic Stop	36



TOWN OF ELIZABETH

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VIN Verify	7
Welfare Check	2
Wildlife	1

Open and Active Investigations:

Case/Incident Number:	Call Type:	Details:
22-4519	Sex Assault	Investigation of a sex assault.
22-2964	Assault	Investigation of an assault that occurred at a local school.
22-3061	Harassment	Investigation of a harassment at a local business.
22-3992	Sex Assault	Investigation of a sex assault.
22-4505	Sex Offense	Investigation of explicit pictures involving a juvenile.
22-4336	Theft	Investigation of theft from a local business.
22-4666	Driving Under the Influence of Drugs (DUID)	Investigation of a suspect who was DUID.

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



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Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
22-4050	Traffic Complaint	A resident reported a traffic complaint. After searching the area, EPD was unable to locate the suspect vehicle.
22-4180	Parking Complaint	A resident reported a parking complaint. EPD made contact with and issued a warning for the violation.
22-3685	Municipal Ordinance Violation-Signs	A sign was removed from the Town’s right of way. After contacting the owner, the sign was disposed of at their request.
22-4197	Fraud	A resident reported a fraud. The resident lost money in an electronic hack, no suspects were able to be identified.
22-3234	Municipal Ordinance Violation-Animals	A resident in Town was found to be in violation of several dog ordinances. After working with Community Services, the owner came into compliance.
22-4308	Disturbing the Peace/Harassment	An employee at a local business was harassed and spat on. The suspect then left the scene. The suspect was located and issued a municipal summons for several offenses.
22-3986	Municipal Ordinance Violation-Signs	Signs were removed from the Town’s right of way. After several attempts to contact the owner with no luck, the signs were discarded as litter.
22-4019	Theft	A customer at a local business had their wallet stolen by an employee. EPD identified the suspect employee and issued them a municipal summons for theft.
22-4417	Municipal Ordinance Violation-Signs	A sign was removed from the Town’s right of way. After contacting the owner, the sign was disposed of at their request.
22-2721	Municipal Ordinance	Six dogs were found to be running at large and were not registered with the Town. After working with



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	Violation-Animals	Community Services, the owner is now in compliance with Town ordinances.
22-4567	Suspicious Circumstance	While on patrol, an EPD Officer noticed a vehicle's car doors were wide open. The Officer made contact with the owner, who had forgot to close them.
22-4529	Livestock Complaint	A cow was located in Town. The owner was identified, and the cow was returned.
22-4549	Motor Vehicle Accident	A two-car motor vehicle accident occurred. The at fault driver was issued a municipal summons for a traffic offense.
22-4630	Failure to Yield/Reckless Driving	EPD observed a motorcycle down. As the Officer approached, the motorcycle fled and drove recklessly to evade the Officer. No suspects were identified. No pursuit occurred.
22-4657	Informational Report	A local business contacted EPD regarding a male possibly living out of a storage unit.
22-4421	Motor Vehicle Accident-Hit and Run	EPD responded to a hit and run motor vehicle accident. The driver that fled was located and issued a municipal summons for several offenses.
22-4674	Informational Report	An off duty EPD Officer had a domestic dispute reported to them. The proper jurisdiction was notified and an informational report was created by the officer.
22-4622	Warrant Arrest	EPD conducted a traffic stop on a motorist. It was discovered the motorist had an active warrant for their arrest. The motorist was arrested on the warrant and booked into the jail as well as being issued a municipal penalty assessment for the traffic offense.



TOWN OF ELIZABETH

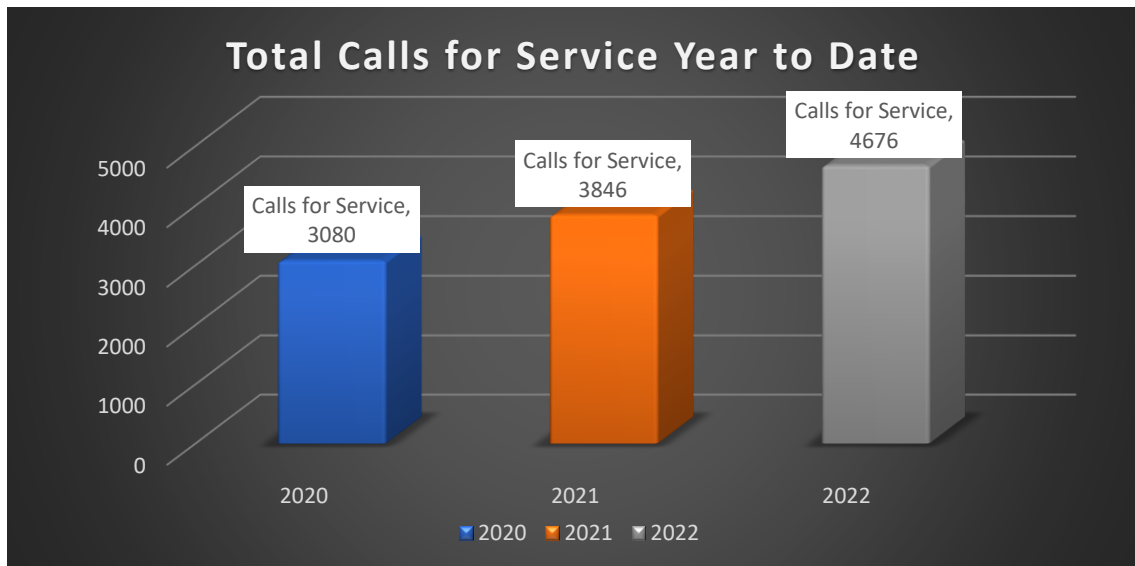
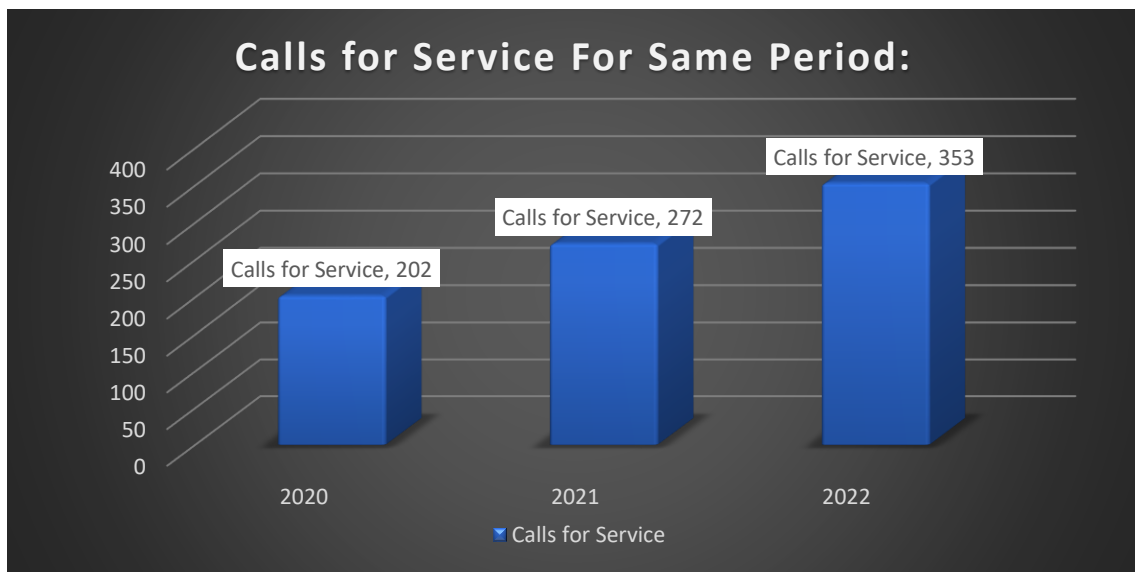
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Historical Data:





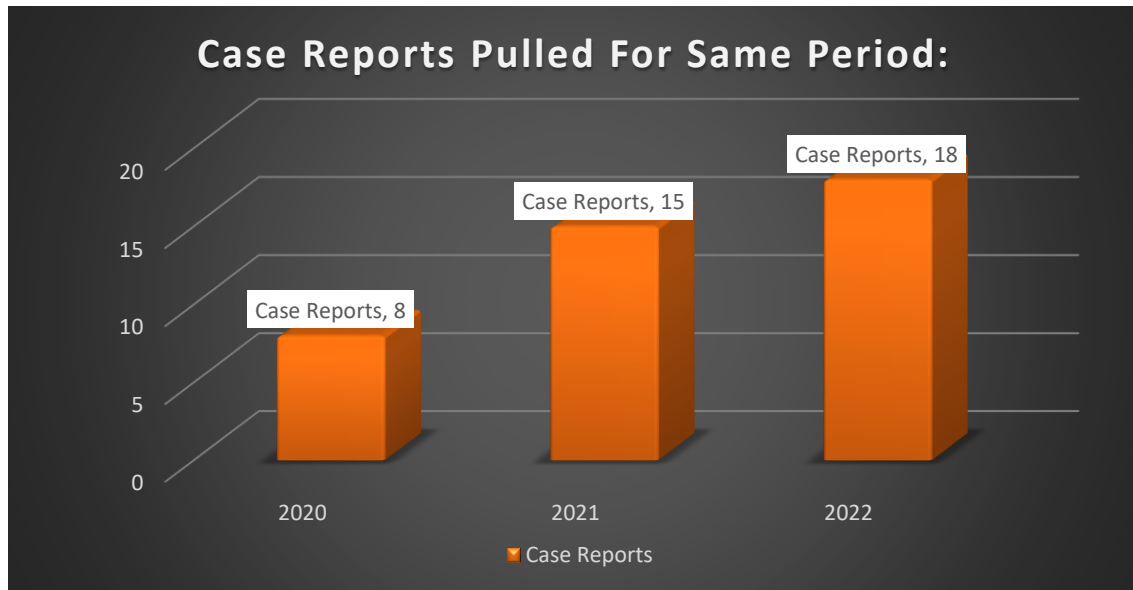
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POLICE DEPARTMENT
MELVIN BERGHAWN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

07/03/2022 to 07/16/2022

Chief of Police's Advisements:

EPD was happy to host the Centennial Mental Health summer program, Officers taught lessons on the dangers of consuming alcohol, the consequences of having personal information on the internet and social media, staff also conducted a K-9 presentation that included, locating narcotics, people, and scent articles.

Refer to attached pictures for further details.

EPD is happy to announce the arrival of one of the new patrol trucks, the second truck is currently being outfitted in Golden and should arrive by the end of July. A trial run of the truck revealed that staffers are very happy with its capabilities and outfitting. The trucks will be a bonus to the fleet and help with various projects and transportation of evidence, range equipment and needs alike.

If you have any questions, please let me know!

Respectfully,

Chief Melvin Berghahn

Chief of Police





TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

TO: Honorable Mayor and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: June 26, 2022
SUBJECT: Public Works Monitoring Report

*Town Street Paving Improvements Project:

1. PW is working with Engineer to solidify a punch list of items to be completed.
2. PW will be working through punch-list items street by street as time allows.
3. Paving of County Rd 13 is completed. The Project remains Open as we have striping, new speed limit Signs and posts to install, as well as finish ditches and seeding.

*Town Main St. Decorations:

1. Flowers look in good shape as we have not had hail or frost this summer....yet.

*Town Wells, Tanks and Effluent:

1. See attached.

* Town Water Line Emergency Repair:

1. N/A

*Town Hall Landscaping Plan:

1. James McErnie Assistant Director will close Bids for the project Friday June 22nd. The bids will be compared and evaluated and a recommendation will be in the August 9, 2022 Board Packet.

*Town Walkway Repairs:

1. Sidewalk repairs and replacements have begun and will continue through the summer.

* Town Snow Plowing and Street Sweeping:

1. N/A

*Town New Wells at Ritoro/Gold Creek Valley:

1. New Arapahoe and Denver Wells are scheduled to be Operational in September October time period.
2. The Building contract is currently at completion of September 26, 2022, it is likely that AD Miller will ask for a contract extension likely ending Well House completion in November.
3. The Back-up Generator is being held up in production and may not arrive until February of 2023.

*Town Trail Project:

1. N/A



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

*Gold Creek Lift Station Improvements:

1. Ground-breaking August 22nd, 2022
2. Heavy Construction September and October and complete early November 2022.
3. Groundwater Dewatering and Erosion Control plans are in affect.
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.

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

1. Town Clean-up yielded the following:
 - 3 ½ Roll-off dumpsters of trash and household debris.
 - 457 pounds of Computer Materials.
 - 2,065 pounds of Display Material (TV, Monitors).
 - 1,079 pounds of mixed electronics.
 - 82 pounds of mixed batteries.
 - 125 gallons of mixed automotive oil (free pick up by local user)
 - 80 gallons of misc. 1-5 gal. containers of paint (free pick up by Paint Care Colorado)
 - 400 pounds of mixed scrap metal (free pick up by local)

*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 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. N/A

*Town Parks and Right of Way (ROW):

1. Mowing and tree trimming within Parks and ROW are ongoing projects.



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

Upcoming Projects:

1. Legacy Village Pre-Construction meeting was held January 10th on-site to begin preparations for Excavation. Inspections of Water and Sewer lines are completed with punch list of items to be repaired. Legacy Village has completed their High Chlorine Residual tests as well as Bacteriological testing. Pressure testing of Water and Sewer lines has been completed and accepted.
1. McDonalds project has begun installation of Water and Sanitary Sewer lines.
2. Pine Ridge Apartments has begun installing Storm, Water and Sanitary Sewer lines for the project.
3. Ziggis Coffee has installed Sanitary Sewer line and tie-in to Town's existing sewer main.

Mail Kiosk:

1. Mail Kiosk are installed.

Discussion: Board Direction for Resolution pertaining to Irrigation Watering Schedule

Attached:

Proposed Schedule and Code Information

Code 13-2-160 (e) for clarification

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

Wells/ Tanks/ Effluent/ Bulk Water Usage (50%) Date: 7-3-2022

Totals Readings for 6/1 /22 thru 6/30/22

Denver Well (DN1) usage – $39366 \times 100 = 3,936,600$ gallons.

Dawson Well (DW2) usage – $33839 \times 100 = 3,383,900$ gallons.

Arapahoe Well (A2) usage – $51672 \times 100 = 5,167,200$ gallons.

DN1 + DW2 + A2 = Wells usage Total = $124877 \times 100 = 12,487,700$ gallons.

Denver Well (DN1)/ January to date usage – N/A gallons. (52%)

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

Dawson Well (DW2)/ January to date usage – N/A gallons. (80%)

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

Arapahoe (A2)/ January to date usage – N/A gallons. (48%)

(A2 Well 132 ac.ft. = 43,012,332 gallons yearly) (with 826 Ac.ft. Banked)

(269,152,926 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 = 11,951,968 gallons.

Water Tanks elevation and gallons in storage – 21.30 ft. = 1,120,000 gallons.

GCWWTP Gold Creek Wastewater Treatment Plant Effluent = 4,694,425 gallons.

Bulk Water Billing Usage will be calculated in July of 2022 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) 24 Loads @ 2,000 gal/each = 48,000 gallons. EFPD – Structure Fire 0 gallons EFPD- Exercises – 24,000 gallons



**HISTORIC ADVISORY BOARD – RECORD OF PROCEEDINGS
JUNE 20, 2022**

CALL TO ORDER

The Special Meeting of the Historic Advisory Board was called to order on Monday, June 20, 2022, at 4:30 PM by Chair John Quest.

ROLL CALL

Present were Chair John Quest, Vice Chair Cecilia Farin, Board Members Jerry Garland, Brandi Wilson, and Aimee Woodall. Board Member Denny Boehler were not present. There was a quorum to conduct business.

Also present were Community Development Director Pam Cherry, Planner/Project Manager Zach Higgins, Town Clerk Michelle Oeser and Community Development Administrative Assistant Shannon Walker.

AGENDA CHANGES

There were no changes to the agenda as presented.

MINUTES

Regular Minutes of May 2, 2022

Regular Minutes of June 6, 2022

Motion by Ms. Woodall, seconded by Mr. Garland, to approve the minutes from May 2, 2022, and June 6, 2022.

The vote of those Board Members present was 5 in favor and 0 opposed. Motion passed unanimously.

NEW BUSINESS

Discussion and possible action of recommendation of the Historic Preservation Code Update including sections from both Chapter Two Article VIII and Chapter Sixteen Article XI to the Planning Commission and Board of Trustees



TOWN OF ELIZABETH

Motion by Ms. Woodall, seconded by Mr. Garland, to approve the recommendations of the Historic Preservation Code Update including sections from both Chapter Two Article VIII and Chapter Sixteen Article XI to the Planning Commission and Board of Trustees, with a reference change from commissioners to HAB.

The vote of those Board Members present was 5 in favor and 0 opposed. Motion passed unanimously.

STAFF REPORTS

BOARD REPORTS

There were no further reports from the Board.

ADJOURNMENT

Motion by Mr. Quest, seconded by Mr. Garland, to adjourn meeting at 4:44 PM. The vote of those Board Members present was unanimously in favor. Motion carried.

Chair John Quest

Town Clerk Michelle Oeser

