



TOWN OF ELIZABETH

**TOWN OF ELIZABETH
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, June 27, 2023, at 7:00 PM
Town Hall, 151 S. Banner Street**

Conferencing Access Information: This is viewing only access

<https://us02web.zoom.us/j/81711943107?pwd=U3NabUZobjRCZTZPQTVqYzBXZkE5UT09>

Join via phone at 1 669 900 9128 Meeting ID: 817 1194 3107

**Meeting Passcode:
688353**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

UNSCHEDULED PUBLIC COMMENT

AGENDA CHANGES

CONSENT AGENDA

- [1.](#) Minutes of the Special Meeting of June 13, 2023
- [2.](#) Minutes of the Regular Meeting of June 13, 2023

ADVISORY BOARD QUARTERLY REPORTS

3. Historic Advisory Board Quarterly Report – John Quest

NEW BUSINESS

- [4.](#) Discussion on Main Street Streetscape Design Project – Manny Nuno
- [5.](#) Discussion and possible action on Resolution 23R26, a Resolution authorizing the Mayor and Chief of Police to execute an Intergovernmental Agreement with the Elizabeth School District to provide School Resource Officers – Chief Engel
- [6.](#) Discussion and possible action on Ordinance 23-06, an Ordinance approving and accomplishing the disconnection of property known as The Elizabeth West Property – Patrick Davidson

MANAGEMENT MONITORING REPORTS

- [7.](#) Management Monitoring Reports

BOARD OF TRUSTEES REPORTS

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

MINUTES

- [8.](#) Minutes of the Planning Commission meeting of May 2, 2023
- [9.](#) Minutes of the Main Street Board of Directors meeting of May 8, 2023

ADJOURNMENT

MEETING PROTOCOL AND STANDARDS OF CONDUCT

Public Participation

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

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

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

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

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

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

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

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

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



Board of Trustees – Record of Proceedings

June 13, 2023

CALL TO ORDER

The Special Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, June 13, 2023, at 6:00 p.m. by Mayor Nick Snively.

ROLL CALL

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

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, and Town Attorney Corey Hoffmann.

EXECUTIVE SESSION

Motion by Mayor Snively, seconded by Trustee Ternus, to adjourn the special meeting at 6:32 p.m. and enter into an executive session "To hold a conference with the Town's attorney to receive legal advice on specific legal questions regarding the property generally known as Elizabeth West pursuant to C.R.S. § 24-6-402(4)(b)."

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

ADJOURNMENT

Motion by Trustee Einspahr, seconded by Mayor Pro Tem Secrist, to adjourn the executive session at 6:32 p.m.

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

Town Clerk Michelle Oeser

Mayor Nick Snively



Board of Trustees – Record of Proceedings

June 13, 2023

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, June 13, 2023, at 7:00 p.m. by Mayor Nick Snively.

ROLL CALL

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

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Public Works Director Mike DeVol, Chief of Police Jeff Engel, and Assistant Public Works Director James McErnie.

PLEDGE OF ALLEGIANCE

Mayor Snively led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

There was no public comment.

AGENDA CHANGES

No agenda changes from the Administration.

No agenda changes from the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of May 23, 2023

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

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

PRESENTATIONS

1. Water Rate Presentation

Scott Thomas with Colorado Rural Water association presented an Asset Management Planning program.



NEW BUSINESS

3. Discussion and possible action on Resolution 23R23, a Resolution authorizing the Elizabeth Chief of Police to enter into a contract with Axon Enterprises, Inc. related to Taser 7 equipment

Motion by Trustee Belongia, seconded by Mayor Pro Tem Secrist, to approve Resolution 23R23, a Resolution authorizing the Elizabeth Chief of Police to enter into a contract with Axon Enterprises, Inc. related to Taser 7 equipment.

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

4. Discussion and possible action on Resolution 23R24, a Resolution authorizing the Elizabeth Chief of Police to enter into a contract with Axon Enterprises, Inc. related to body worn cameras

Motion by Trustee Ternus, seconded by Trustee McGinn, to approve Resolution 23R24, a Resolution authorizing the Elizabeth Chief of Police to enter into a contract with Axon Enterprises, Inc. related to body worn cameras.

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

5. Discussion and possible action on Resolution 23R25, a Resolution calling a Special Election for September 5, 2023, to consider the Recall of Trustee Ternus, setting it as a Mail Ballot Election, authorizing a third-party to act as the Designated Election Official, delegating the appointment of Election Judges therefore, and specifying the dates for circulating nomination petitions for replacement candidates

Motion by Mayor Snively, seconded by Mayor Pro Tem Secrist, to approve Resolution 23R25, a Resolution calling a Special Election for September 5, 2023, to consider the Recall of Trustee Ternus, setting it as a Mail Ballot Election, authorizing a third-party to act as the Designated Election Official, delegating the appointment of Election Judges therefore, and specifying the dates for circulating nomination petitions for replacement candidates.

The vote of those Trustees present was 6 in favor and 1 opposed. Trustee Ternus opposed. Motion passed.

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson discussed the process in which the Police Department will be proceeding with abatement within the Town.



- Discussion regarding the process and providing the Board with a more detailed review of the Town's abatement regulations.
- Town Administrator Patrick Davidson discussed the first Friday Night Market of 2023.
- Mr. Davidson told the Board that he and Trustee Ternus will be attending the Elbert County Mill Levy meeting on June 21st.
- Mayor Snively stated that the Friday Night Market was well attended.
- Discussion on attendance numbers for the June 9, 2023, Friday Night Market, with an estimate of 200-300 people in attendance throughout the event.
- Police Chief Jeff Engel stated that Officers Herbel and Lamas completed the road bike training and are now certified.
- Chief Engel told the Board that Reserve Officer Tannenbaum completed driver instructor training and is now certified as a certified driving instructor.
- Chief Engel let the Board know that he has reached out by phone and email to the Gold Creek HOA and has not yet received a response.
- Chief Engel updated the Board on the status of the click it or ticket program that was performed in the month of May.
- Chief Engel updated the Board on some shift rotation changes that are being made.
- Chief Engel discussed a School Resource Officer training program that the police department is developing.
- Chief Engel told the Board he is exploring developing an information series for the public on safety awareness.
- Public Works Director Mike DeVol updated the Board on the Planning Commission training that he and Chief Engel participated in.
- Mr. DeVol updated the Board on the status of the Arapahoe Well.
- Mr. DeVol gave the Board an update on the status of the Denver Well.
- Mr. DeVol informed the Board that the lift station construction is fighting all the ground water that we now have.
- Mr. DeVol stated that the fine screen has been installed.
- Mr. DeVol discussed the water report program that was presented by Scott Thomas.
- Mr. Davidson let the Board know that the water report program and services are being provided to the Town as part of their Colorado Rural Water Association membership, which is \$100 per year.



- Trustee Einspahr asked about the status of water restrictions that were instituted last year.
- Discussion followed on restriction processes and implementation.

BOARD OF TRUSTEE REPORTS

- Mayor Snively discussed an upcoming meeting with the Gold Creek HOA that he and Patrick will be attending.

MINUTES

7. Minutes of the Historic Advisory Board Regular Meeting of May 1, 2023

ADJOURNMENT

Motion by Mayor Pro Tem Secrist, seconded by Trustee Einspahr, to adjourn the meeting at 8:42 p.m.

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

Town Clerk Michelle Oeser

Mayor Nick Snively



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, AICP Community Development Director
DATE: June 27, 2023
SUBJECT: Main Street Streetscape Design Project – Block-by-Block Analysis

SUMMARY

Staff is seeking feedback regarding the attached cross-sections of Main Street. The original PSA with CORE for the Main Street Streetscape Design was approved by the Board of Trustees on 01/11/2022. The first amendment of the PSA with CORE was approved by the Board of Trustees on 11/29/2022. The Board of Trustees requested at their 04/01/2023 workshop, an add services agreement with CORE Engineering to include a conceptual design summary of the proposed streetscape project on a block-by-block basis. The second amendment to the PSA with CORE was approved by the Board of Trustees on 05/09/2023.

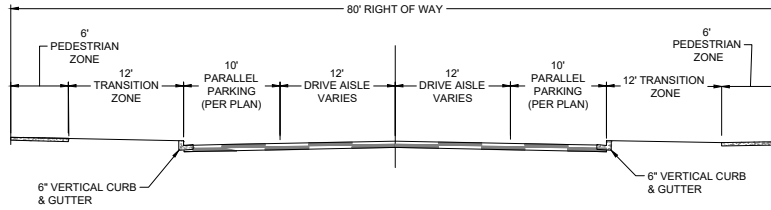
The attached cross-sections include block layouts with parallel parking on both sides of the street as well as parallel on one side and diagonal on the other side. Also, a typical cross-section at the intersections is shown with the bulb-outs and drive aisles. CORE will be present at the meeting to discuss the options at block #1 and flexibility at block #4. They will also provide additional plan documents to be reviewed as part of their presentation.

RECOMMENDATION

Town Staff recommends the Board of Trustees give further direction to Staff and CORE to move forward with the designs as presented or to make revisions and present at a future BOT meeting.

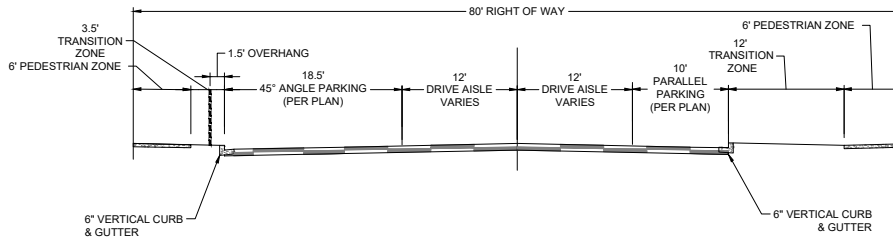
ATTACHMENT(S)

CORE Main Street Streetscape Cross-Sections



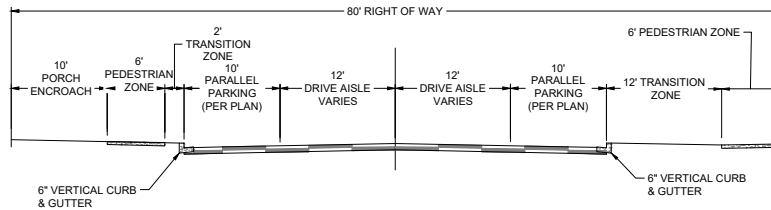
NOTE:
 1) VERTICAL WALL VARIES. PEDESTRIAN ZONE MAY BE HIGHER OR LOWER THAN ROADWAY. HANDRAIL REQUIRED FOR VERTICAL DROPS GREATER THAN 18".

BLOCK 1 FACING NORTH OPTION #1



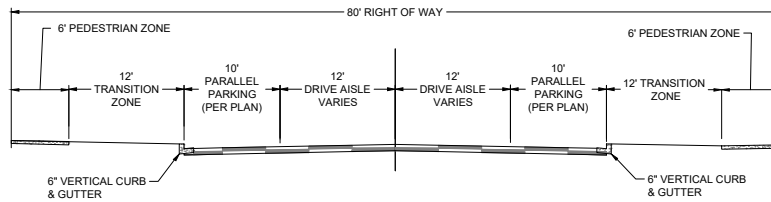
NOTE:
 1) VERTICAL WALL VARIES. PEDESTRIAN ZONE MAY BE HIGHER OR LOWER THAN ROADWAY. HANDRAIL REQUIRED FOR VERTICAL DROPS GREATER THAN 18".

BLOCK 1 FACING NORTH OPTION #2



NOTE:
 1) MAX SLOPE OF AMENITY ZONE IS 2% FOR PAVED SURFACES OR 25% FOR LANDSCAPED SURFACES

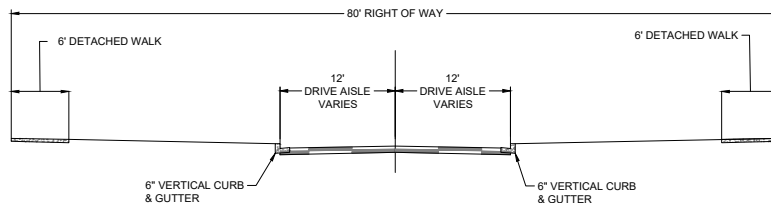
BLOCK 2 FACING NORTH



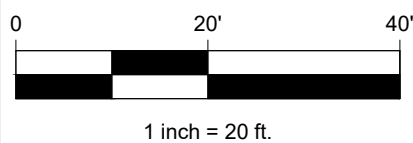
NOTE:
 1) MAX SLOPE OF AMENITY ZONE IS 2% FOR PAVED SURFACES OR 25% FOR LANDSCAPED SURFACES.

BLOCK 3 FACING NORTH

**TYPICAL SECTION MAIN STREET OPTIONS
 80' ROW**



**TYPICAL SECTION AT INTERSECTION
 MAIN STREET**



02/22/23 2:24 PM X:\10-010-000\ELIZABETH MAIN STREET STREETSCAPE\ALCAD\EXHIBITS\2023.06.20 PUBLIC MEETING CROSS-SECTION EXHIBIT\3 CROSS-SECTIONS - UPDATED PARKING.DWG



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFFERY R. ENGEL
CHIEF OF POLICE

TO: Mayor Snively, Mayor ProTem Secrist, and Board of Trustees
FROM: Jeff Engel
SUBJECT: Memorandum of Understanding between Elizabeth School District and Elizabeth Police Department
DATE: June 27, 2023

SUMMARY

The Elizabeth School District contracts with the Elizabeth Police Department to provide one full-time School Resource Officer (SRO) during the school year. Responsibilities of the School Resource are wide-ranging but centered in the National School Resource Officer Association (NASRO) triad model which includes duties as a teacher, informal counselor/mentor, and law enforcement officer.

The Elizabeth School district approached the Town of Elizabeth Police Department to provide two SROs for Elizabeth schools in the Town of Elizabeth. One SRO for Elizabeth High School and the second for Elizabeth Middle School beginning fall of 2023. The Elizabeth Police Department has started the selection process for the Middle School SRO.

With the addition of the Middle School SRO, a new Memorandum of Understanding (MOU) has been drafted between the Elizabeth School District and the Elizabeth Police Department.

POINTS OF EMPAHSIS

Past practice between the Elizabeth School District and the Elizabeth Police Department is approval of a year-to-year MOU. The presented MOU is not a year-to-year, but a three-year MOU between the Elizabeth School District and the Elizabeth Police Department. It is understood if there are changes needing to be made, the changes will be mutually agreed upon and the MOU updated reflecting the changes.

The Elizabeth School District has agreed to pay 50% of the SRO's salaries and benefits, in conjunction with \$12,000.00, or \$4,000.00 annual contribution to the purchase and upfitting of a new squad assigned to Elizabeth Middle School. When school is not in session, the squad will be used for patrol.

The MOU offers additional clarity to the expected roles and responsibilities of the SRO. The expected roles and responsibilities are in alignment with the NASRO Triad Model and best practices.



TOWN OF ELIZABETH POLICE DEPARTMENT

**JEFFERY R. ENGEL
CHIEF OF POLICE**

STAFF RECOMMENDATION

It is recommended to approve the MOU between the Elizabeth School District and the Elizabeth Police Department.

ATTACHMENT(S)

Resolution 23R26

Memorandum of Understanding

RESOLUTION 23R26

A RESOLUTION AUTHORIZING THE MAYOR AND CHIEF OF POLICE TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE ELIZABETH SCHOOL DISTRICT TO PROVIDE SCHOOL RESOURCE OFFICERS

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

1. The Board of Trustees hereby authorizes the Mayor of the Town of Elizabeth, and the Chief of Police, or his designee, to execute an Intergovernmental Agreement (IGA) with the Elizabeth School District to provide School Resources Officers within the Elizabeth School District. A copy of the IGA is attached hereto as Exhibit A, and incorporated herein by this reference.

PASSED, APPROVED, and ADOPTED this 27th day of June 2023, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

Nick Snively, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
ELIZABETH SCHOOL DISTRICT, ELIZABETH, COLORADO
AND
ELIZABETH POLICE DEPARTMENT
FOR SCHOOL RESOURCE OFFICERS**

This Intergovernmental Agreement (“IGA”) is made and entered into this 1 day of July, 2023, by and between ELIZABETH SCHOOL DISTRICT, ELIZABETH, COLORADO, hereinafter referred to as “School District” and the TOWN OF ELIZABETH, hereinafter referred to as “Town”.

RECITALS

WHEREAS, the School District and the Town desire to place full time school resource officers at Elizabeth High School and Elizabeth Middle School, and assist at Running Creek Elementary as needed. This IGA formalizes the relationship between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between law enforcement and the youth of our community, with the goal of reducing crime committed by juveniles and young adults. This IGA delineates the mission, organizational structure, and procedures of the School Resource Officer Program (hereinafter the "SRO Program") as a joint cooperative effort between Elizabeth School District and the Elizabeth Police Department. The success of this program relies upon the effective communication between all involved employees, the principal of each individual Elizabeth School District building, and other key staff members of each organization.

WHEREAS, the School District has agreed to reimburse the Town for one-half of the cost of placing the officers at the schools;

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants herein contained, the parties hereto agree to as follows:

1. The mission of the SRO Program is the reduction and prevention of school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure, and orderly learning environments for students, teachers, and staff. This is accomplished by assigning Law Enforcement Officers employed by the Elizabeth Police Department (hereinafter referred to as "SRO") to the Elizabeth School District facilities on a permanent basis.

2. The Town shall assign two patrol officers as SROs to serve on a full-time, year-round basis, excluding town authorized leaves such as vacation or sick leave, to perform duties primarily within Elizabeth High School and Elizabeth Middle School.

3. The Elizabeth Police Department shall select final candidates for the SRO positions based solely on the department's selection criteria but shall include the School District in the final selection process as practical. The School District and Town shall work together to select the SROs incorporating the building principal and Director of Safety and Security into the selection process. The SROs shall be fully trained in standard best practices, as set forth by the National Association of School Resource Officers (NASRO).

4. The SROs shall at all times be employees of the Town, and their duties will be determined solely by the Town after consultation with the School District.

5. The Town shall supervise the SROs, who shall be subject to discipline under the Elizabeth Police Department policies and procedures and the Town's personnel policies and procedures. Both parties agree to work cooperatively to address any performance concerns or conflicts involving an assigned SRO. The School District and the Town shall jointly create an evaluation process to evaluate the SROs assigned to the School District.

6. The general duties, roles, and responsibilities of the SROs shall include law, traffic, and parking enforcement; investigative follow-up; and community problem solving. The SROs shall not be used as disciplinarians. All discipline will be handled by the School District and their staff. All SROs will understand that the School District utilizes a restorative approach and seeks to minimize the use of law enforcement intervention. Principals or their designees may request the assistance of an SRO for the purpose of safety when conducting a school investigation, including searches. However, if an SRO initiates a law enforcement investigation of a student or a search on School District property based on probable cause, the SRO is responsible for notifying the principal/designee and whenever possible, will notify the principal/designee prior to beginning the investigation. The SRO is also responsible for notifying the parent(s) if a student is identified as a suspect and will be interviewed as part of a criminal investigation. The SRO will also be responsible for notifying parents of students identified as victims or witnesses that will be interviewed as part of a criminal investigation occurring on School District property. The school administrator and/or School District shall be responsible for any other notifications to the parent(s). The school administrator should ensure staff cooperates with law enforcement investigations or actions related to crime or criminal activity on any campus, but, in the event, law enforcement ultimately remains responsible for conducting any such investigation or action.

The SROs will work 15 minutes before school, through the school day, and 15 minutes after school, Monday through Friday. School resource officers are required to attend all mandatory

trainings through the department in order to maintain their POST certification. The Town shall stagger training dates to ensure one SRO is still working in the School District at all times during the school year. The SROs are permitted to work after-school events. The School District shall provide the officers with a secure work space (private office) where the SRO can conduct interviews, meetings, and attend to tasks as assigned. SROs will participate in the School District's training on procedures for FERPA, threat assessment, suicide intervention, juvenile sexual offender management, and all applicable safety and security training. The SRO should notify the School District's security office and principal if they will be absent due to illness, other personal leave, or vacation.

Additional duties of SROs shall include:

- a. Providing law enforcement and police services to school grounds and areas adjacent to the school.
- b. Establishing and maintaining a close partnership with school administrators in order to provide a safe school environment.
- c. Assisting school administrators in emergency crisis planning and building security matters.
- d. Being visible within the school community, attending and participating in school functions, building working relationships with the school's staff as well as with student and parent groups.
- e. Developing and implementing classes in law-related education to support the educational efforts of the faculty and working closely with teachers in presenting law-related topics and the role of police in our society.
- f. Working with counselors, psychologist, social workers, and other student support staff to assist students and providing services to students involved in situations where referrals to service agencies are necessary; assisting in conflict resolution efforts to include participating in threat assessments held between the school, student, and parents.
- g. Initiating interaction with students in the classroom and general areas of the school building; promoting the profession of law enforcement and being a positive role model; increasing the visibility and accessibility of the Police Department to the school and community.

7. Pursuant to the Family Educational Rights and Privacy Act (FERPA), the SROs shall also be designated "school officials" as defined under 34 CFR § 99.31(a)(1)(B), to allow the disclosure of personally identifiable information from an education record of a student without consent. The Parties agree that the SROs will, among other duties, perform institutional services or functions for which the District would otherwise use employees, such as participation on threat assessment teams and consulting and intervening in certain school discipline situations. While serving in this capacity the SROs will have legitimate education interests, and thus access to the following records: directory information, behavioral records, attendance, and student schedules unless

notified otherwise. Therefore, in compliance with the requirements of FERPA, the SROs shall be under the direct control of the District with respect to the use and maintenance of education records disclosed to the SRO in the course of providing such services, and shall be subject to the requirements of 34 CFR § 99.33(a) governing the use and disclosure of personally identifiable information from education records. Without limiting the foregoing and except as otherwise provided in this Agreement, the SROs shall not disclose any personally identifiable information to any other party without the prior consent of the parent or eligible student, unless disclosure is otherwise permitted under Federal and State laws. Nothing in this paragraph shall be construed as designating the SROs as an official of the District for any purpose other than compliance with FERPA. Furthermore, nothing in this Agreement shall be construed as designating the SROs as an employee of a public school for any purpose, including but not limited to, Colorado Governmental Immunity Act (CGIA), Section 24-10-106.3.

8. To obtain any additional educational records, the SRO must sign a records request form (this includes requests for files of video or audio recordings from the School District's security systems). In the case of an imminent health or safety emergency, student information and records may be shared immediately between the school and the SRO. Any information obtained through the School District system shall only be used for active investigations by the Police Department.

9. The SROs will use body worn cameras in accordance with Colorado Revised Statute 24-31-902 and Elizabeth Police Department policy. Any footage obtained by a recording from a body camera worn by the SRO will be maintained by the Town and will not be an educational record under FERPA.

10. The SROs shall communicate on a regular basis, formally at scheduled meetings and informally as required, with school administrators, staff, students, parents, and neighborhood residents.

11. The School District shall reimburse the Town annually for fifty percent (50%) of the cost of the SRO positions to include salary and benefits, vehicles allowances, and gasoline as applicable during the District school year. Additionally, the School District will cover 20% of the cost to purchase a police vehicle for the SRO and the appropriate upfitting. The shared cost of the vehicle and upfitting will not exceed \$12,000 and the payments will be disbursed out over the duration of the IGA beginning on July 1, 2023 and terminating on June 30, 2026. Further vehicle improvements and replacements, will be evaluated based upon the Town's mileage depreciation program and available district funding. The shared cost of vehicle purchase and upfitting ensures the presence of a marked police emergency vehicle during the school year. The town of Elizabeth assumes the cost of insurance. The Town shall provide the School District with quarterly invoices for these costs. The quarterly invoices will be provided for the following periods, 1 July to 30 September, 1 September to December 31, 1 January to March 31, and 1 April to 30 June.

12. The SROs shall be subject to emergency calls and assignments outside of the schools and/or neighborhoods when their services are required, as determined by the sole discretion of the Town.

13. Nothing in this Agreement shall be construed as a waiver by any Party of the protections afforded pursuant to the CGIA, Sections 24-10-101 et seq., C.R.S. as same may be amended from time to time. Specifically, no Party to this Agreement waives the monetary limitations or any other rights, immunities or protections afforded by the CGIA or otherwise available at law.

14. The term of this Agreement will be from July 1, 2023 until June 30, 2026. No amendment or modification of this Agreement shall be valid unless expressed in writing, executed by the parties hereto in the same manner as the execution of this Agreement. This Agreement may be terminated by sixty (60) days' written notice given by either Party.

15. This Agreement contains the entire agreement between the parties, and any written or oral agreements, which are different from the terms, conditions, and provisions of this Agreement, shall be of no effect and shall not be binding upon either party.

16. Nothing contained herein is intended to, nor shall any provision hereof be deemed to create any debt or multi-fiscal financial obligation on the part of either party hereto. Each party's financial obligations hereunder are subject to its annual budget and appropriation of funds.

17. This Agreement does not and shall not be deemed to confer upon any third party any right to claim damages to bring suit or other proceedings against the Town or the School District.

16. All notices required hereunder shall be given to:

Elizabeth School District
Superintendent of Schools
634 S. Elbert St.
Elizabeth, Colorado 80107

Elizabeth Police Department
Attn: Chief of Police
425 Main St.
Elizabeth, Colorado 80107

All notices so given in writing shall be effective upon receipt when hand delivered or upon mailing if notice is given by first class mail.

17. This Agreement is made and delivered in the State of Colorado, and shall be construed and enforced in accordance with the laws thereof.

ELIZABETH SCHOOL DISTRICT

By: _____
Dan Snowberger, Superintendent

Date: _____

TOWN OF ELIZABETH

By: _____
Nick Snively, Mayor

Date: _____

ELIZABETH POLICE DEPARTMENT

By: _____
Jeff Engel, Chief of Police

Date: _____



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: June 27, 2023
SUBJECT: Ordinance for Disconnection (De-Annexation) of Elizabeth West

BACKGROUND

On January 22, 2019, an *Annexation Agreement* was reached between BK2, LLC, New Point Properties, LLC, MF Investments Partners, LLC, and the Town of Elizabeth regarding the annexation of certain lands into the Town of Elizabeth. The property in question is commonly referred to as “Elizabeth West.” The property, consisting of 425.9 acres [more or less] was initially zoned by the Town as Agriculture (A-1) District.

Under the terms of the *Annexation Agreement*, in the event of future development, the Property Owners were responsible, at a minimum, for the following:

- All costs and expenses associated with the construction of water and sewer infrastructure within Elizabeth West and the costs and expenses associated with connecting to the Town’s existing infrastructure;
- All water, wastewater, and water reuse tap fees associated with the development of the property;
- The conveyance, to the Town of Elizabeth, of all water rights – at all depths and all formations – for lands located under the annexed property;
- Dedication of all water and sewer lines, and associated easements to the Town of Elizabeth upon completion of construction;
- The conveyance of a total of three (3) acres of site dedication to allow for the installation of additional water tanks, water wells, and lift stations for the Town of Elizabeth, and the conveyance of five (5) acres to the Town of Elizabeth for future Town facilities as may be determined by the Town of Elizabeth;
- All costs and expenses associated with the improvement and/or installation of roads providing egress and ingress to Elizabeth West, and travel within Elizabeth West, with those roadways required to be of hard surface (concrete or asphalt) including curb, gutter, and roadway;
- The payment of all impact fees assessed on a per square foot basis for all residential and commercial construction; and
- The payment of one hundred thousand dollars (\$100,000) to the Town of Elizabeth for furtherance of the Main Street Streetscape Project.

On March 10, 2020, the Town Board of Trustees approved Resolution 20R11 entitled *A Resolution Ratifying the February 2020 Town of Elizabeth Water and Sewer Master Plan as an Element of the Town of Elizabeth Comprehensive Plan*. The Master Plan formally imposed a change in the water calculation methodology previously used by the Town of Elizabeth in determining water available for development. In so doing, the Town of Elizabeth chose to use a more conservative method than that used by the State of Colorado, limiting the water to 1/3 of what the State of Colorado would allow in a 100-year time interval.

Under the terms of Resolution 20R11, the *Water and Sewer Master Plan*, and the *Town of Elizabeth Comprehensive Plan*, the total number of residential taps for water service was set at 623 residential properties for Elizabeth West. This number was not, and could not, be increased by any action by the Town or the Developer. As such, water remained the limiting factor to all development associated with Elizabeth West and could not be altered or increased.

On October 4, 2022, the Property Owner sought a recommendation from the Elizabeth Planning Commission to amend the Zoning of Elizabeth West from Agriculture (A-1) to Planned Unit Development (PUD). In the three (3) years between annexation and the application for rezoning, Town Staff, the Applicant, the Town's consultants and experts, and the fourteen (14) external referral agencies addressed all pending and future matters regarding the rezoning. As such, staff advanced the final document to the Planning Commission for action as all conditions under Colorado Law and the Town Code were met. The Planning Commission voted in favor of advancing Elizabeth West to the Board of Trustees on a 3-1 vote in favor of the project.

On October 25, 2022, the Elizabeth Board of Trustees held a Public Hearing to discuss the rezoning of Elizabeth West from Agriculture (A-1) to Planned Urban Development (PUD). During public comment, the Board took statements from ten (10) individuals, of which a total of four (4) were residents of the Town of Elizabeth. At that time all public comment on the matter was closed as there were no further participants in the Public Hearing. A discussion of the Board followed, and during those discussions the Board determined it was in the Town's best interests to continue the matter under November 15, 2022, at 7:00PM.

On November 15, 2022, the matter of Elizabeth West was re-opened under "Old Business". Discussions were continued by the Board of Trustees regarding whether the applicant had met all the requirements and conditions for a zoning change as required by Colorado Law and the Town Code. Noting that all conditions had been satisfactorily met, a motion for Ordinance 22-10 was made, and the Board approved the PUD rezoning on a 5-1 vote.

On December 16, 2022, the Town Clerk received a *Referendum Petition* seeking to repeal Ordinance 22-10. On January 12, 2023, the Town Clerk provided notice to the Petition Committee that all required signatures had been received and that the matter would proceed to the Board for further consideration. Pursuant to Colorado Law, the Board set the matter for a municipal election to be held on Tuesday, May 16, 2023, by means of a mail-in ballot process.

An election was held on Tuesday, May 16, 2023, wherein a majority of those voted against Ordinance 22-10, overriding the decision of the Board of Trustees, and requiring the property known as Elizabeth West to remain zoned as Agricultural (A-1) property.

On May 22, 2023, the Property Owners BK2, LLC and MF Investment Partners, LLC each filed a *Petition for Disconnection of Land* with the Town Clerk. The petitions were submitted under Colorado Law to the Town of Elizabeth as well as the Elizabeth School District, the Elizabeth Fire Protection District, the Elbert County Library District, and the Elizabeth Parks & Recreation District. Pursuant to the Colorado Revised Statutes, this Memorandum and associated *Ordinance Approving and Accomplishing the Disconnection of Property Known as the Elizabeth West Property* timely comes before the Board for action.

ANALYSIS

Under Colorado Law, the Property Owners are provided two (2) distinct means to disconnect from the Town of Elizabeth and “de-annex” the property. The first means is through a *Petition for Disconnection* which has been filed with the Town Clerk. The second means of disconnection is through a suit filed within the 18th Judicial District.

The Town of Elizabeth residents have determined that the development of Elizabeth West should not proceed. Consequently, the most cost effective and efficient way to resolve this matter is to allow for the disconnection of Elizabeth West by means of supporting an ordinance for disconnection rather than litigation to accomplish the same result.

As noted in the *Annexation Agreement*, the *Application for Zoning*, the Planning Commission Packet, and the Board of Trustees Packet, there is a large financial impact on the Town from the loss of Elizabeth West. Using the Town’s own economic data, the twenty (20) year loss to the Town is in excess of \$101,159,219 in revenue. This includes the loss of water tap fees, sewer tap fees, renewable water resource fees, and impact fees. Pursuant to the Town’s financial policies these funds are to be saved and leveraged for interest income or grants to maintain current water and sewer fees and provide reserve funds to assist in future maintenance and upkeep of the overall water and wastewater systems. Consequently, additional and alternative revenue sources will need to be created or expanded to meet the existing demands of the Town without this additional income from Elizabeth West.

There are intangible or quasi-tangible losses that must likewise be recalled. The disconnection of Elizabeth West also includes water rights associated with Elizabeth West, and more importantly the loss of control of the water and water rights associated with Elizabeth West. Long term, there are additional impacts from the loss of estimated sales tax and the loss of additional residential and commercial property taxes. From calendar year 2024 through 2044, the estimated loss of sales tax is estimated to be in excess of \$77,750,159. Future projects within the Town, including the maintenance and upkeep of parks, streets, and related services will need to be re-evaluated by the Board of Trustees in the future.

Finally, the Town of Elizabeth is largely “land-locked” with small residential ranchettes located to the North, South, and East of the Town’s jurisdictional boundaries. Elizabeth West provided the last large tract of acreage that could be developed in and around the community. As such, future development of the Town of Elizabeth is doubtful in terms of geographic location and the uncertainty arising from the use of the *Referendum Petition*. This, likewise, will have further financial implications for the Town which will impact the Town far into the future.

STAFF RECOMMENDATION

Staff recommends that the Board of Trustees follow the direction mandated by the electors in the Referendum Election and approve the disconnection of the Elizabeth West property.

BUDGET CONSIDERATIONS

There are no known budget considerations.

ATTACHMENTS

Ordinance 23-06, An Ordinance Approving and Accomplishing the Disconnection of Property Known as the Elizabeth West Property.

ORDINANCE 23-06

AN ORDINANCE APPROVING AND ACCOMPLISHING THE DISCONNECTION OF PROPERTY KNOWN AS THE ELIZABETH WEST PROPERTY

WHEREAS, on May 22, 2023, the Town of Elizabeth (the "Town") received two (2) Petitions for Disconnection of Land (the "Petitions"), which petitions were received jointly from BK2, LLC and MF Investment Partners, LLC for property more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference, and collectively known as the "Elizabeth West Property";

WHEREAS, copies of the Petitions were provided to the Board of County Commissioners of Elbert County, the Elizabeth School District, the Elizabeth Fire Protection District, the Elbert County Library District, and the Elizabeth Parks and Recreation District in accordance with the provisions of C.R.S. § 31-12-501;

WHEREAS, the Town has not received notice from the Board of County Commissioners of Elbert County, the Elizabeth School District, the Elizabeth Fire Protection District, the Elbert County Library District, or the Elizabeth Parks and Recreation District of any request to meet with the Town regarding the Petitions pursuant to C.R.S. § 31-12-501(2); and

WHEREAS, having followed the process pursuant to Part 5 of Article 12 of Title 31 of the Colorado Revised Statutes regarding disconnection by ordinance of land from a statutory town, the Board of Trustees now seeks to make the findings necessary to disconnect from the Town the property known as the Elizabeth West Property.

BE IT ORDAINED BY THE BOARD OF TRUSTEES FOR THE TOWN OF ELIZABETH, COLORADO, THAT:

Section 1. The Recitals set forth above are incorporated herein by this reference.

Section 2. The Board of Trustees therefore finds after giving due consideration to the Petitions seeking disconnection of the Elizabeth West Property from the Town, as required by and consistent with the provisions of C.R.S. § 31-12-501(3), as follows:

- A. That such disconnection is in the best interests of the Town,
- B. That the Town will not be prejudiced by the disconnection of the Elizabeth West Property; and
- C. That the Town hereby determines to disconnect the Elizabeth West Property from the Town by adoption of this Ordinance (the "Disconnection Ordinance").

Section 3. The Board of Trustees further finds that consistent with the consensual nature of annexation, that the signatures on the Petitions may be withdrawn by the owners of the Elizabeth West Property at any time prior to the final effective date of this Ordinance as set forth in Sections 9 and 10 of this Disconnection Ordinance.

Section 4. Upon the effective date of this Ordinance and the filings required by C.R.S. § 31-12-501(4), the Elizabeth West Property is and shall be disconnected from the Town, and any unsatisfied obligations of the Property Owners defined in that Annexation Agreement dated January 22, 2019, and recorded in the records of the Elbert County Clerk and Recorders Office on March 11, 2019 at Book 792, Page 994 between the Town of Elizabeth and property owners BK2, LLC, New Point Properties, LLC and MF Investment Partners, LLC and/or their assignees shall be of no further force or effect.

Section 5. Severability. If any section, paragraph clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or enforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

Section 6. The Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the Town, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 7. Upon passage of this Disconnection Ordinance, the Town Clerk shall file for recording two (2) certified copies of this Disconnection Ordinance with the Clerk and Recorder of the County of Elbert, State of Colorado.

Section 8. The Town Clerk shall request that the Elbert County Clerk and Recorder shall file one (1) certified copy of this Disconnection Ordinance with the Division of Local Governments of the Department of Local Affairs as provide by C.R.S. § 31-12-501(4) and C.R.S. § 24-32-109.

Section 9. Filings Required to be Effective. By operation of C.R.S. § 31-12-501(4), the Disconnection Ordinance will not become effective until the Town Clerk completes the filings required by statute, following the Effective Date as defined by Section.

Section 10. Effective Date. This Ordinance shall become effective thirty (30) days after publication.

Read and approved at a meeting of the Board of Trustees of the Town of Elizabeth, Colorado, this _____ day of _____, 2023.

Passed by a vote of _____ for and _____ against and ordered published.

Nick Snively, Mayor

ATTEST

Michelle M. Oeser, Town Clerk

RECEIVED
MAY 23 2023
Town of Elizabeth

BK2, LLC
19590 East Mainstreet, Suite 107
Parker, Colorado 80138

May 22, 2023

VIA HAND DELIVERY

Town Clerk
Town of Elizabeth
151 South Banner Street
Elizabeth, CO 80107

Re: Petition for Disconnection of Land

Dear Clerk:

This letter constitutes the Petition for Disconnection of the real property described on Exhibit A, attached hereto and incorporated herein, from the Town of Elizabeth, Colorado. This Petition for Disconnection is submitted pursuant to C.R.S. §31-12-501 et. seq.

This Petition for Disconnection is submitted by BK2, LLC, the owner of the real property described in Exhibit A and requests such real property be disconnected from the Town of Elizabeth. A copy of this Petition is being provided to the County Commissioners for Elbert County, Colorado pursuant to C.R.S. §31-12-501(1). Additionally, a copy of this Petition for Disconnection is being delivered to the following Special Districts:

1. Elizabeth School District;
2. Elizabeth Fire Protection District;
3. Elbert County Library District; and
4. Elizabeth Parks & Recreation District.

Please let me know within thirty (30) days of receipt of this Petition for Disconnection is requested, and if so we will be available for such meeting pursuant to C.R.S. §31-12-501(2)(a). Otherwise, please consider this Petition for Disconnection pursuant to C.R.S. §31-12-501(3). In this regard, the landowner confirms that all taxes levied to date in connection with the real property described on Exhibit A are paid in full, and the landowner will comply with the requirements of C.R.S. §31-12-501 et. seq. to complete the disconnection of the real property described on Exhibit A as may be required by C.R.S. §31-12-501 and §31-12-502.

This Petition for Disconnection is submitted jointly with the Petition for Disconnection submitted by MF INVESTMENT PARTNERS, LLC and shall be considered together with this Petition. The request for disconnection is contingent upon both Petitions for Disconnection being granted.

Town Clerk, Town of Elizabeth
May 22, 2023
Page 2

We look forward to your prompt attention to this matter. Additionally, please feel free to contact me if you have any questions about this Petition for Disconnection.

Sincerely,

BK2, LLC

By: 
G. Kirby Ross, Manager

cc: Corey Huffman, Esq. (via email)
Patrick Davidson (via email)
Board of County Commissioners for Elbert County (via hand delivery)
Elizabeth School District (via hand delivery)
Elizabeth Fire Protection District (via hand delivery)
Elbert County Library District (via hand delivery)
Elizabeth Parks & Recreation District (via hand delivery)
James E. Marshall (via email)
Robert J. Bruce, Esq. (via email)

EXHIBIT A

306.31 Acres

A PARCEL OF LAND LOCATED IN THE NORTHEAST AND SOUTHEAST QUARTER OF SECTION 15, AND THE SOUTHWEST AND NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 8 SOUTH, RANGE 65 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF ELBERT, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE BASIS OF BEARING OF THIS DESCRIPTION IS AN ASSUMED BEARING OF $N00^{\circ}14'48''W$ A DISTANCE OF 2664.96 FEET FROM A 2" ALUMINUM CAP ON A NUMBER 6 REBAR STAMPED "1999 - LS 30830" AT THE EAST QUARTER CORNER OF SAID SECTION 15 TO A 2" ALUMINUM CAP ON A NUMBER 6 REBAR STAMPED "1999 - LS 30830" AT THE NORTHEAST CORNER OF SAID SECTION 15.

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 15; THENCE $S00^{\circ}24'05''E$ ALONG THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 15 A DISTANCE OF 40.09 FEET TO A POINT ON THE SOUTH RIGHT OF WAY OF COLORADO STATE HIGHWAY NO. 86; THENCE ALONG THE SOUTH RIGHT OF WAY OF COLORADO STATE HIGHWAY NO. 86 THE FOLLOWING TWO (2) COURSES;

- 1) THENCE $S89^{\circ}56'30''E$ A DISTANCE OF 0.38 FEET;
- 2) THENCE $S83^{\circ}32'47''E$ A DISTANCE OF 70.12 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING ALONG THE SOUTH RIGHT OF WAY OF COLORADO STATE HIGHWAY NO. 86 THE FOLLOWING TWO (2) COURSES;

- 1) THENCE $S83^{\circ}32'47''E$ A DISTANCE OF 16.52 FEET;
- 2) THENCE $S89^{\circ}56'50''E$ A DISTANCE OF 739.98 FEET TO THE NORTHWEST CORNER OF A PARCEL OF LAND DESCRIBED AT BOOK 282, PAGE 326 FILED IN THE ELBERT COUNTY CLERK AND RECORDER'S OFFICE;

THENCE $S00^{\circ}09'34''E$ ALONG THE WEST BOUNDARY OF THE LANDS DESCRIBED AT SAID BOOK 282, PAGE 326 A DISTANCE OF 861.70 FEET TO THE SOUTHWEST CORNER OF THE LANDS DESCRIBED AT SAID BOOK 282, PAGE 326; SAID CORNER ALSO BEING THE NORTHWEST CORNER OF A PARCEL OF LAND DESCRIBED AT RECEPTION NO. 476359 FILED IN THE ELBERT COUNTY CLERK AND RECORDER'S OFFICE; THENCE ALONG THE WEST, SOUTH AND EAST BOUNDARY LINES OF THE LANDS DESCRIBED AT SAID RECEPTION NO. 476359 THE FOLLOWING THREE (3) COURSES;

- 1) THENCE $S00^{\circ}09'34''E$ A DISTANCE OF 430.50 FEET;
- 2) THENCE $N89^{\circ}50'26''E$ A DISTANCE OF 505.93 FEET;
- 3) THENCE $N00^{\circ}09'38''W$ 390.28 FEET TO THE SOUTHWEST CORNER OF THE LANDS DESCRIBED AT BOOK 458, PAGE 364 AS FILED IN THE ELBERT COUNTY CLERK AND RECORDER'S OFFICE;

THENCE ALONG THE SOUTH, AND EAST BOUNDARY OF THE LANDS DESCRIBED AT SAID BOOK 458, PAGE 364 THE FOLLOWING THREE (3) COURSES;

Page 1 of 3



EXHIBIT A

306.31 Acres

1) THENCE S89°56'50"E A DISTANCE OF 1626.51 FEET;

2) THENCE N05°25'23"E A DISTANCE OF 603.03 FEET;

3) THENCE N24°48'41"E A DISTANCE OF 333.29 FEET TO A POINT ON THE SOUTH RIGHT OF WAY OF COLORADO STATE HIGHWAY NO. 86;

THENCE S89°12'30"E ALONG THE SOUTH RIGHT OF WAY LINE OF COLORADO STATE HIGHWAY NO. 86 A DISTANCE OF 834.80 FEET TO A POINT ON THE WEST BOUNDARY OF THE LANDS DESCRIBED AT BOOK 377, PAGE 350 FILED IN THE ELBERT COUNTY CLERK AND RECORDER'S OFFICE; THENCE S00°58'55"E ALONG THE WEST BOUNDARY OF THE LANDS DESCRIBED AT SAID BOOK 377, PAGE 350 A DISTANCE OF 2613.60 FEET TO THE NORTHWEST CORNER OF LOT 18, WILD POINTE, A SUBDIVISION FILED IN THE ELBERT COUNTY CLERK AND RECORDER'S OFFICE AT PLAT BOOK 12, PAGE 54; THENCE ALONG THE BOUNDARY OF SAID WILD POINTE THE FOLLOWING THREE (3) COURSES;

1) THENCE S01°02'37"E A DISTANCE OF 1334.48 FEET;

2) THENCE N89°26'35"W A DISTANCE OF 1394.52 FEET;

3) THENCE N89°18'17"W A DISTANCE OF 2570.30 FEET; SAID POINT BEING 70.00 FEET EAST OF THE WESTERLY LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 15;

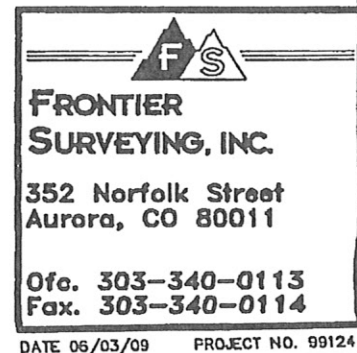
THENCE N00°24'05"W ALONG A LINE PARALLEL WITH AND 70.00 FEET EASTERLY OF THE WEST LINE OF THE SOUTHWEST QUARTER AND THE NORTHWEST QUARTER OF SAID SECTION 15 A DISTANCE OF 3916.04 FEET TO THE POINT OF BEGINNING;

SAID PARCEL CONTAINS 13,343,068 SQUARE FEET, 306.31 ACRES, MORE OR LESS.

THE ABOVE LEGAL DESCRIPTION WAS PREPARED BY DONALD L. LAMBERT, PLS 30830,
FOR AND ON BEHALF OF;

FRONTIER SURVEYING, INC.
352 NORFOLK STREET
AURORA, CO 80011

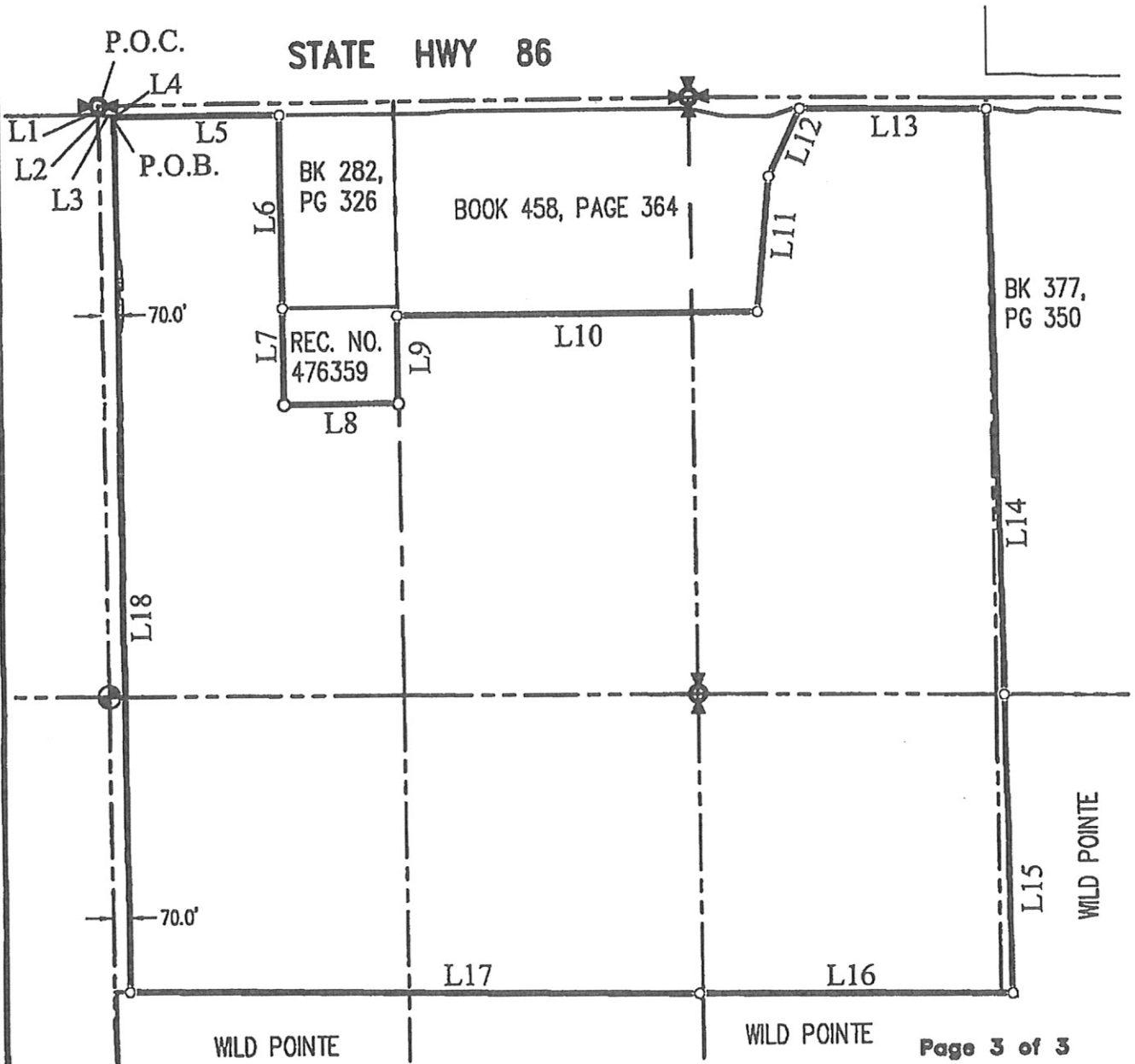
Page 2 of 3



DATE 05/03/09 PROJECT NO. 99124

EXHIBIT A

306.31 Acres



Page 3 of 3

LINE TABLE		
LINE	BEARING	LENGTH
L1	S00°24'05"E	40.09
L2	S89°56'30"E	0.38
L3	S83°32'47"E	70.12
L4	S83°32'47"W	16.52
L5	S89°56'50"E	739.98
L6	S00°09'34"E	861.70
L7	S00°09'34"E	430.50
L8	N89°50'26"E	505.93
L9	N00°09'34"W	390.28
L10	S89°56'50"E	1626.51

LINE TABLE		
LINE	BEARING	LENGTH
L11	N05°25'23"W	603.03
L12	N24°48'41"E	333.29
L13	S89°12'30"E	834.80
L14	S00°58'55"E	2613.60
L15	S01°02'37"E	1334.48
L16	N89°26'35"W	1394.52
L17	N89°18'17"W	2570.30
L18	N00°24'05"W	3916.04

FRONTIER SURVEYING, INC.

352 Norfolk Street
Aurora, CO 80011

Ofc. 303-340-0113
Fax. 303-340-0114



TOWN OF ELIZABETH

MICHELLE M. OESER TOWN CLERK / ADMINISTRATIVE SERVICES DIRECTOR

May 23, 2023

As Clerk for the Town of Elizabeth I have received a Petition for Disconnection of Land from MF Investment Partners, LLC.

Michelle M. Oeser
Town Clerk / Administrative Services Director

RECEIVED

MAY 23 2023

Town of Elizabeth

MF INVESTMENT PARTNERS, LLC
P. O. Box 4701
Englewood, Colorado 80155

May 22, 2023

VIA HAND DELIVERY

Town Clerk
Town of Elizabeth
151 South Banner Street
Elizabeth, CO 80107

Re: Petition for Disconnection of Land

Dear Clerk:

This letter constitutes the Petition for Disconnection of the real property described on Exhibit A, attached hereto and incorporated herein, from the Town of Elizabeth, Colorado. This Petition for Disconnection is submitted pursuant to C.R.S. §31-12-501 et. seq.

This Petition for Disconnection is submitted by MF Investment Partners, LLC, the owner of the real property described in Exhibit A and requests that such real property be disconnected from the Town of Elizabeth. A copy of this Petition is being provided to the County Commissioners for Elbert County, Colorado pursuant to C.R.S. §31-12-501(1). Additionally, a copy of this Petition for Disconnection is being delivered to the following Special Districts:

1. Elizabeth School District;
2. Elizabeth Fire Protection District;
3. Elbert County Library District; and
4. Elizabeth Parks & Recreation District.

Please let me know within thirty (30) days of receipt of this Petition for Disconnection is requested, and if so we will be available for such meeting pursuant to C.R.S. §31-12-501(2)(a). Otherwise, please consider this Petition for Disconnection pursuant to C.R.S. §31-12-501(3). In this regard, the landowner confirms that all taxes levied to date in connection with the real property described on Exhibit A are paid in full, and the landowner will comply with the requirements of C.R.S. §31-12-501 et. seq. to complete the disconnection of the real property described on Exhibit A as may be required by C.R.S. §31-12-501 and §31-12-502.

This Petition for Disconnection is submitted jointly with the Petition for Disconnection submitted by BK2, LLC and shall be considered together with this Petition. The request for disconnection is contingent upon both Petitions for Disconnection being granted.

Town Clerk, Town of Elizabeth
May 22, 2023
Page 2

We look forward to your prompt attention to this matter. Additionally, please feel free to contact me if you have any questions about this Petition for Disconnection.

Sincerely,

MF INVESTMENT PARTNERS, LLC

By:  _____
James E. Marshall, Manager

cc: Corey Huffman, Esq. (via email)
Patrick Davidson (via email)
Board of County Commissioners for Elbert County (via hand delivery)
Elizabeth School District (via hand delivery)
Elizabeth Fire Protection District (via hand delivery)
Elbert County Library District (via hand delivery)
Elizabeth Parks & Recreation District (via hand delivery)
G. Kirby Ross (via email)
Robert J. Bruce, Esq. (via email)

Town Clerk, Town of Elizabeth
May 22, 2023
Page 3

EXHIBIT A
(Legal Description)

E1/2 NW1/4, NW1/4 NE1/4 of Section 14, Township 8 South, Range 65 West of the 6th P.M.,
County of Elbert, State of Colorado, except the Parcels deeded to the Elbert County Board of
County Commissioners in Book 182 at Page 159 and Book 209 at Page 140 and that Parcel deeded
to the State Highway Department in Book 320 at Page 291,
County of Elbert,
State of Colorado.



TOWN OF ELIZABETH

MICHELLE M. OESER TOWN CLERK / ADMINISTRATIVE SERVICES DIRECTOR

May 23, 2023

As Clerk for the Town of Elizabeth I have received a Petition for Disconnection of Land from BK2, LLC.

Michelle M. Oeser
Town Clerk / Administrative Services Director



June 23, 2023

Management Team Updates

Community Development – Zach Higgins

- The Main Street Board and Staff have given DOLA approval to move forward with the contract with DHM and CORE Engineering to provide services for the Main Street Monument Sign. The first design meeting will be June 26th at 6pm here at the Town Hall. Any and all stakeholders, including the BOT, are requested to attend to give DHM direction.
- The MSBOD and HAB have given formal recommendation of a request to include a façade improvement grant in the Town budget for 2024.
- The HAB continues to work on the creation of the first Historic District in Town and updates to the Design Guidelines in relation to Historic and adjacent buildings. June 12th was the second public meeting to get feedback regarding the district and design guidelines. HAB will be pursuing individual property owner feedback.
- The HAB has formally designated 09/30/2023 for this year’s Walk and Talk.
- The HAB has recently visited the Elbert County Museum in Kiowa for a preview of this year’s rotating exhibit as well as introductions of their board members.
- The HAB will be starting their Oral History program in the coming months.
- The MSBOD is continuing their work on creating a 5k event to occur at 8am on 09/23/2023.
- The Planning Commission has completed their Planning Commissioner Training series from the American Planning Association. They have now begun their Referral Agency Training Series and have heard from TOE Public Works, Police Department, CORE Engineering, Stolfus, and Safebuilt. The next PC workshops will include Fire, Elizabeth Schools, and CORE Electric.
- Manny with CORE will be coming to present the Streetscape options based on the requested block-by-block analysis on June 27th.
- The State of Colorado APA Conference will be held at the Broadmoor from 09/27 through 09/29. Registration opens 06/15/2023. Let staff know if you are interested in more information.
- The Pine Ridge Crossing Apartments are in the process of seeking Temporary Certificates of Occupancy for the first two buildings. They have a permit in process for the third building and are seeking a permit for the fourth building.
- The Elizabeth School District has presented to the Planning Commission a Site Plan for a new Auto Shop/Vocational School Building on the Elizabeth High School site.

Town Clerk – Michelle Oeser


- Included in your packet are certificates for employees recognizing years of service. Increments of 5 years will be recognized, however as you will see we are catching up with a few employees.
- Staff spoke with our contact about DMV2GO, currently they have a waiting list of interested Town’s. The first DMV2GO in the Town of Bennett will be held next week. They are going to use that to judge if they see it as beneficial to come to Elizabeth. The Town would be responsible for “getting the word out”, and having a coordinator on the day that they are in Town. I have not looked further into volunteer or partners for that day yet.
- Harmony has been using her later hours to work directly on scanning and records management. It is a good time to do it as there are fewer interruptions.

- Hannah is working on the first steps in the budget process. She will be defining some line items in more detail.
- Allison has worked with Michelle on both opening and passports processes. It is always good to have a reminder when you do not do things on a regular basis.
- Administrative Staff have all been participating in virtual training to acquire additional knowledge and reinforce how we do things.
- Allison attended an in-person court training in Parker last month. She enjoyed meeting other clerks and learning the basics and processes. It is always good to hear how others handle things in their courts.
- A reminder that we will be hosting our final Community and Senior Active Center at Town Hall on Wednesday June 28th at 6:00 p.m.

Police – Chief Engel

 See attached report

Public Works and Utilities – Mike DeVol

 See attached report

Certificate of Appreciation

This certificate is presented to:

Jason Rogers



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

Mayor Nick Snively

ELIZABETH

Administrator Patrick Davidson

COLORADO

"We are proud to have you on our team and offer our congratulations on this service milestone. Best wishes to you for these many years to come."



Certificate of Appreciation

This certificate is presented to:

Harmony Malakowski

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

ELIZABETH

COLORADO

"Thank you for all of the motivation and encouragement you've given throughout the years. May you continue to inspire us for years to come!"



Certificate of Appreciation

This certificate is presented to:

Sean Bigler

In recognition for 7 years of outstanding service to the Town of Elizabeth

Mayor Nick Snively

Administrator Patrick Davidson

ELIZABETH

COLORADO

"We are so happy and proud of you for all you've accomplished. Thank you for staying with us through the years. Happy anniversary!"

Certificate of Appreciation

This certificate is presented to:

Vince Pemberton

In recognition for 9 years of outstanding service to the Town of Elizabeth



A handwritten signature in black ink, appearing to read 'Nick Snively', written over a horizontal line.

Mayor Nick Snively

A handwritten signature in black ink, appearing to read 'Patrick Davidson', written over a horizontal line.

Administrator Patrick Davidson

ELIZABETH

COLORADO

"Happy anniversary! Thank you for all of the contributions you have made in making our company successful."

TOWN OF ELIZABETH
 COMBINED CASH INVESTMENT
 APRIL 30, 2023

COMBINED CASH ACCOUNTS

99-104201	COLOTRUST INVESTMENT ACCOUNT	13,422,436.85
99-104202	CORE ARPA ACCOUNT	353,445.26
99-104203	CORE INVESTMENT ACCOUNT	4,534,436.64
99-105200	CBOC (WATER SEWER)	1,359,672.60
		19,669,991.35
99-100001	CASH ALLOCATED TO OTHER FUNDS	(19,669,991.35)
		.00
TOTAL UNALLOCATED CASH		

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,936,572.80
21	ALLOCATION TO STREET FUND	967,060.04
31	ALLOCATION TO CAPITAL IMPROVEMENT FUND	8,909,625.69
32	ALLOCATION TO STREET CAPITAL IMPROVEMENT FND	3,395,158.03
52	ALLOCATION TO WATER SEWER FUND	3,461,574.79
		19,669,991.35
	ALLOCATION FROM COMBINED CASH FUND - 99-100001	(19,669,991.35)
		.00
ZERO PROOF IF ALLOCATIONS BALANCE		

TOWN OF ELIZABETH
BALANCE SHEET
APRIL 30, 2023

GENERAL FUND

ASSETS

10-100001	CASH IN COMBINED CASH FUND	2,936,572.80	
10-101000	PETTY CASH	200.00	
10-101100	PETTY CASH- POLICE DEPT	100.00	
10-110000	PROPERTY TAXES RECEIVABLE	117,426.83	
10-115000	ACCOUNTS RECEIVABLE	295,247.73	
	TOTAL ASSETS		3,349,547.36

LIABILITIES AND EQUITY

LIABILITIES

10-201000	ACCRUED SALARIES PAYABLE	(2,212.50)	
10-202000	ACCOUNTS PAYABLE	(369.15)	
10-202200	RESTITUTION PAYABLE--MUNI. CT.	2,295.19	
10-202201	COURT BONDS POSTED	590.00	
10-202202	OJW/WARRANT FEE DUE TO DMV	103.98	
10-202203	PERFORMANCE BONDS PAYABLE	65,714.39	
10-202300	AP TO ELBERT CO.--BLGUTX SHARE	70,261.51	
10-217100	FPPA CONTRIBUTIONS PAYABLE	797.97	
10-217200	SOC SEC TAXES PAYABLE	(33.51)	
10-217201	MEDICARE TAXES PAYABLE	5.34	
10-217300	FED'L WITHHOLDING TAXES PAYABL	4.96	
10-217400	STATE WITHHOLDING TAXES PAYABL	4,049.00	
10-217500	HEALTH INSURANCE PAYABLE	1,543.11	
10-217501	PRETAX SUPPLEMENTAL INSURANCE	(16.15)	
10-217502	AFTER TAX SUPPLEMENTAL INS	98.38	
10-217600	UNEMPLOYMENT INSURANCE PAYABLE	130.79	
10-217603	WORKERS' COMP. INS. PAYABLE	32,630.92	
10-219000	457 CONTRIBUTIONS PAYABLE	(14.05)	
10-219200	SALES TAX PAYABLE	34.14	
10-222001	DEFERRED REVENUE - ARPA	303,828.76	
10-250022	LENNAR	3,019.49	
10-250039	SCARLETT CREEK SUBDIVISION	80.04	
10-250041	MAIN STREET STATION	259.21	
10-250042	ELIZABETH WEST ZONING	(1,119.81)	
10-250051	HENDERSON REPLAT	461.05	
10-250054	ZIGGI'S COFFEE	3,183.20	
10-250055	CLEARY BUILDING	36.33	
10-250056	MCDONALDS IGA	3,404.00	
10-250057	ANNA'S CAR WASH IGA	654.00	
10-250059	H1 ENTERPRISES	1,758.50	
10-250060	PINE RIDGE CROSSING (NEW)	(14,034.65)	
10-250061	LENNAR AT LEGACY VILLAGE	(62,433.97)	
10-250062	ELIZABETH STREET PLAZA	2,727.70	
10-250063	WALNUT GROVE	(1,191.08)	
10-250064	MBP ENTERPRISES INC.	1,448.50	
10-250065	144 MAIN STREET	(618.75)	
	TOTAL LIABILITIES		417,076.84

FUND EQUITY

TOWN OF ELIZABETH
BALANCE SHEET
APRIL 30, 2023

GENERAL FUND

10-280000	FUND BALANCE		2,455,725.59
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	<u>476,744.93</u>	
	BALANCE - CURRENT DATE		<u>476,744.93</u>
	TOTAL FUND EQUITY		<u>2,932,470.52</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>3,349,547.36</u></u>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
10-31-1000	CURRENT PROPERTY TAXES	97,561.04	471,234.55	750,000.00	278,765.45 62.8
10-31-2000	SPECIFIC OWNERSHIP TAX	11,137.87	37,456.61	115,000.00	77,543.39 32.6
10-31-3100	1% NON-TABOR SALES TAX	79,915.14	306,860.49	1,000,000.00	693,139.51 30.7
	TOTAL TAX	188,614.05	815,551.65	1,865,000.00	1,049,448.35 43.7
<u>LICENSES & PERMITS</u>					
10-32-1000	FRANCHISE TAX	32,966.80	60,982.15	80,000.00	19,017.85 76.2
10-32-2000	BUILDING PERMIT	5,723.14	71,791.64	150,000.00	78,208.36 47.9
10-32-2100	PASSPORT EXECUTION FEES	805.00	2,135.00	.00	(2,135.00) .0
10-32-2200	PASSPORT PHOTO FEES	135.00	432.00	.00	(432.00) .0
10-32-2300	BAG FEES	3,411.96	3,411.96	.00	(3,411.96) .0
10-32-3000	OTHER LICENSES, FEES AND CHG	1,250.00	13,704.49	30,000.00	16,295.51 45.7
	TOTAL LICENSES & PERMITS	44,291.90	152,457.24	260,000.00	107,542.76 58.6
<u>INTERGOVERNMENTAL</u>					
10-33-2000	CIGARETTE TAX	451.19	1,632.87	3,000.00	1,367.13 54.4
10-33-3000	CONSERVATION TRUST FUND	.00	4,203.06	10,000.00	5,796.94 42.0
	TOTAL INTERGOVERNMENTAL	451.19	5,835.93	13,000.00	7,164.07 44.9
<u>SOURCE 34</u>					
10-34-1000	GRANTS	.00	.00	50,000.00	50,000.00 .0
	TOTAL SOURCE 34	.00	.00	50,000.00	50,000.00 .0
<u>EARMARKED FUNDS / MISCELLANEOU</u>					
10-36-1000	INTEREST	12,122.42	42,034.53	8,000.00	(34,034.53) 525.4
10-36-3100	FINES AND FOREFEITURES	6,372.11	29,824.64	73,000.00	43,175.36 40.9
10-36-4000	PUBLIC IMPROVEMENT FEE	65,134.27	243,976.12	710,000.00	466,023.88 34.4
10-36-7000	POLICE REVENUE	1,242.76	17,571.91	35,000.00	17,428.09 50.2
10-36-9000	OTHER REVENUE	11,135.24	11,145.24	.00	(11,145.24) .0
	TOTAL EARMARKED FUNDS / MISCELLANEOU	96,006.80	344,552.44	826,000.00	481,447.56 41.7

TOWN OF ELIZABETH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>OTHER FUNDS</u>					
10-39-7000 TRANSFER FROM WATER FUND	14,583.33	58,333.32	175,000.00	116,666.68	33.3
10-39-7003 TRANSFER FROM CAP IMP FUND	4,583.33	18,333.32	55,000.00	36,666.68	33.3
10-39-7004 TRANSFER FROM STREET CAP FUND	4,166.67	16,666.68	50,000.00	33,333.32	33.3
TOTAL OTHER FUNDS	23,333.33	93,333.32	280,000.00	186,666.68	33.3
TOTAL FUND REVENUE	352,697.27	1,411,730.58	3,294,000.00	1,882,269.42	42.9

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TOWN CLERK</u>					
10-41-1100 SALARIES & WAGES	15,097.21	58,826.34	189,000.00	130,173.66	31.1
10-41-1150 TOWN CLERK SALARY	7,081.20	28,646.99	96,800.00	68,153.01	29.6
10-41-1300 OVERTIME	.00	32.65	.00	(32.65)	.0
10-41-1400 WORKERS' COMPENSATION	26.62	105.04	372.00	266.96	28.2
10-41-1500 HEALTH INSURANCE	5,985.88	23,723.45	58,000.00	34,276.55	40.9
10-41-1550 RETIREMENT	1,108.94	4,001.41	8,000.00	3,998.59	50.0
10-41-1600 FICA	1,652.01	6,523.01	21,864.00	15,340.99	29.8
10-41-1700 COLO UNEMPLOYMENT	44.36	174.99	857.00	682.01	20.4
10-41-1800 TUITION REIMBURSEMENT	.00	960.00	10,000.00	9,040.00	9.6
10-41-1825 MEMBERSHIPS - EMPLOYEE	.00	339.16	1,500.00	1,160.84	22.6
10-41-1850 TRAINING, TRAVEL AND LODGING	307.79	380.65	13,000.00	12,619.35	2.9
10-41-2500 AUDIT	13,000.00	13,000.00	28,000.00	15,000.00	46.4
10-41-3000 COMMUNITY ENGAGEMENT	735.13	920.08	3,400.00	2,479.92	27.1
10-41-3200 CONTRACTED SERVICES	50.00	100.00	5,000.00	4,900.00	2.0
10-41-3320 CONTRIBUTIONS AND SPONSORSHIPS	.00	500.00	3,000.00	2,500.00	16.7
10-41-3350 COUNTY TREASURER & OTHER FEES	1,951.22	9,427.25	18,000.00	8,572.75	52.4
10-41-3400 LEGAL PUBLICATIONS	.00	1,360.21	11,000.00	9,639.79	12.4
10-41-3450 ELECTIONS	4,420.12	5,485.12	25,000.00	19,514.88	21.9
10-41-4000 BLDG MAINT AND REPAIRS	649.47	(3,171.32)	12,000.00	15,171.32	(26.4)
10-41-4400 EQUIPMENT AND MAINT	728.60	2,050.51	12,000.00	9,949.49	17.1
10-41-4500 FURNITURE	.00	511.16	3,500.00	2,988.84	14.6
10-41-4600 OFFICE SUPPLIES	382.12	2,056.10	11,000.00	8,943.90	18.7
10-41-4700 POSTAGE	1,859.05	2,334.89	15,500.00	13,165.11	15.1
10-41-4800 TELEPHONE AND INTERNET	1,252.80	4,727.70	15,500.00	10,772.30	30.5
10-41-4900 UTILITIES	758.38	3,012.83	8,000.00	4,987.17	37.7
10-41-5100 HUMAN RESOURCES - CONTRACTED	.00	.00	5,000.00	5,000.00	.0
10-41-5250 IT - CONTRACTED	2,362.63	8,855.32	33,000.00	24,144.68	26.8
10-41-5300 IT - HARDWARE	.00	.00	20,000.00	20,000.00	.0
10-41-5325 IT - SOFTWARE PURCHASES	.00	.00	2,000.00	2,000.00	.0
10-41-5350 IT - SOFTWARE CONTRACTS	2,058.00	19,650.55	45,000.00	25,349.45	43.7
10-41-5400 INSURANCE	.00	50,936.89	116,000.00	65,063.11	43.9
10-41-5500 LEGAL - CONTRACTED	3,900.00	12,146.22	60,000.00	47,853.78	20.2
10-41-5600 MEMBERSHIPS - TOWN	2,353.04	4,150.51	13,000.00	8,849.49	31.9
10-41-5700 PUBLIC RELATIONS	1,717.54	2,065.24	5,000.00	2,934.76	41.3
10-41-5800 TOWN HALL EVENTS	.00	.00	8,500.00	8,500.00	.0
10-41-9000 OTHER	541.17	2,105.86	7,500.00	5,394.14	28.1
TOTAL TOWN CLERK	70,023.28	265,938.81	885,293.00	619,354.19	30.0

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>JUDICIAL</u>					
10-42-1200 SALARIES & WAGES- MUNI JUDGE	1,438.53	4,315.58	15,000.00	10,684.42	28.8
10-42-1300 SALARIES & WAGES- ASST JUDGE	.00	1,438.52	4,000.00	2,561.48	36.0
10-42-1400 STATE COMP	40.13	160.54	500.00	339.46	32.1
10-42-1600 FICA	110.05	440.18	1,500.00	1,059.82	29.4
10-42-1700 COLO UNEMPLOYMENT	2.88	11.52	60.00	48.48	19.2
10-42-1825 MEMBERSHIPS - EMPLOYEE	.00	50.00	.00	(50.00)	.0
10-42-1850 TRAINING, TRAVEL AND LODGING	.00	175.00	2,600.00	2,425.00	6.7
10-42-3200 COURT PROSECUTOR - CONTRACTED	3,467.50	3,467.50	12,000.00	8,532.50	28.9
10-42-9000 OTHER	.00	591.71	1,000.00	408.29	59.2
TOTAL JUDICIAL	5,059.09	10,650.55	36,660.00	26,009.45	29.1
<u>LEGISLATURE</u>					
10-43-1100 BOT - SALARIES & WAGES	1,250.00	3,700.00	14,400.00	10,700.00	25.7
10-43-1200 PC - COMPENSATION	200.00	650.00	3,600.00	2,950.00	18.1
10-43-1400 BOT - WORKERS' COMPENSATION	.78	2.33	9.00	6.67	25.9
10-43-1450 PC - WORKERS' COMPENSATION	.00	.00	2.00	2.00	.0
10-43-1600 BOT - FICA	110.98	332.93	1,102.00	769.07	30.2
10-43-1650 PC - FICA	.00	.00	275.00	275.00	.0
10-43-1700 BOT - COLO UNEMPLOYMENT	2.90	8.70	43.00	34.30	20.2
10-43-1750 PC - COLO UNEMPLOYMENT	.00	.00	11.00	11.00	.0
10-43-1850 BOT - TRAIN, TRVL, LODG	.00	100.00	8,000.00	7,900.00	1.3
10-43-3700 PC - TRAIN, TRVL, LODG	.00	1,118.36	4,000.00	2,881.64	28.0
10-43-4400 BOT - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
10-43-4450 PC - EQUIPMENT	2,747.80	3,212.15	3,000.00	(212.15)	107.1
10-43-5000 BOT - MEALS	45.71	96.33	2,000.00	1,903.67	4.8
10-43-6000 PC - MEALS	.00	.00	250.00	250.00	.0
10-43-9000 BOT- OTHER	.00	.00	700.00	700.00	.0
TOTAL LEGISLATURE	4,358.17	9,220.80	39,892.00	30,671.20	23.1

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>POLICE</u>					
10-46-1100 SALARIES & WAGES	59,891.97	232,224.97	850,000.00	617,775.03	27.3
10-46-1240 CONTRACTED OVERTIME	600.00	1,500.00	8,000.00	6,500.00	18.8
10-46-1300 OVERTIME	1,888.59	4,069.38	15,000.00	10,930.62	27.1
10-46-1400 WORKERS' COMPENSATION	1,602.13	6,110.00	24,324.00	18,214.00	25.1
10-46-1500 HEALTH INSURANCE	14,384.05	57,583.85	195,000.00	137,416.15	29.5
10-46-1550 RETIREMENT	680.60	2,916.50	10,000.00	7,083.50	29.2
10-46-1600 FICA	1,334.72	4,991.62	18,583.00	13,591.38	26.9
10-46-1605 FPPA	6,620.04	25,282.37	80,750.00	55,467.63	31.3
10-46-1700 COLO UNEMPLOYMENT	114.62	436.59	2,619.00	2,182.41	16.7
10-46-1825 MEMBERSHIPS - EMPLOYEE	103.02	307.02	1,500.00	1,192.98	20.5
10-46-1850 TRAINING, TRAVEL AND LODGING	1,529.77	5,374.23	15,000.00	9,625.77	35.8
10-46-3000 COMMUNITY OUTREACH	.00	.00	3,500.00	3,500.00	.0
10-46-3200 CONTRACTED SERVICES	6,086.68	26,700.15	75,000.00	48,299.85	35.6
10-46-3600 MOBILE DATA LAPTOPS	815.39	1,366.35	5,000.00	3,633.65	27.3
10-46-3625 WEAPONS - LETHAL	.00	113.35	.00	(113.35)	.0
10-46-3650 WEAPONS - NON-LETHAL	.00	.00	6,000.00	6,000.00	.0
10-46-4000 BLDG MAINT & REPAIRS	84.00	561.27	21,000.00	20,438.73	2.7
10-46-4300 DRUG, SCREEN, PSY & POLY TEST	60.71	116.28	4,000.00	3,883.72	2.9
10-46-4400 EQUIPMENT AND MAINTENANCE	494.83	1,117.29	12,000.00	10,882.71	9.3
10-46-4500 FURNITURE	.00	2,369.49	5,000.00	2,630.51	47.4
10-46-4650 OFFICE SUPPLILES	537.62	2,126.14	14,000.00	11,873.86	15.2
10-46-4700 POSTAGE	.00	219.72	1,000.00	780.28	22.0
10-46-4800 TELEPHONE & INTERNET	1,876.63	5,806.29	17,800.00	11,993.71	32.6
10-46-4900 UTILITIES	518.54	2,230.46	7,000.00	4,769.54	31.9
10-46-6400 TRAINING AND AMMUNITION	40.00	40.00	3,000.00	2,960.00	1.3
10-46-6600 UNIFORMS	171.40	1,736.35	23,000.00	21,263.65	7.6
10-46-8050 VEHICLE MAINT & REPAIRS	4,260.17	8,562.70	27,500.00	18,937.30	31.1
10-46-8075 FUEL	2,825.89	7,104.74	20,000.00	12,895.26	35.5
10-46-9000 OTHER	71.96	(351.05)	6,000.00	6,351.05	(5.9)
10-46-9050 VEHICLE DEPRECIATION	.00	.00	14,640.00	14,640.00	.0
TOTAL POLICE	106,593.33	400,616.06	1,486,216.00	1,085,599.94	27.0

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>PUBLIC WORKS/PARKS/BUILDINGS</u>					
10-49-1100 SALARIES & WAGES	3,845.31	15,189.11	54,856.00	39,666.89	27.7
10-49-1300 OVERTIME	225.49	775.63	4,200.00	3,424.37	18.5
10-49-1400 WORKERS' COMPENSATION	356.61	1,061.12	2,300.00	1,238.88	46.1
10-49-1500 HEALTH INSURANCE	962.94	3,809.70	11,000.00	7,190.30	34.6
10-49-1550 RETIREMENT	122.80	415.25	2,000.00	1,584.75	20.8
10-49-1600 FICA	294.39	1,183.95	4,518.00	3,334.05	26.2
10-49-1700 COLO UNEMPLOYMENT	8.17	32.12	177.00	144.88	18.2
10-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	150.00	150.00	.0
10-49-4000 BLDG MAINT & REPAIRS	694.33	2,026.33	20,000.00	17,973.67	10.1
10-49-4800 TELEPHONE AND CELLPHONES	371.54	1,081.15	4,800.00	3,718.85	22.5
10-49-4900 UTILITIES	478.41	1,956.98	8,000.00	6,043.02	24.5
10-49-6100 PARKS MAINTENANCE	6,441.47	6,262.42	35,000.00	28,737.58	17.9
10-49-6300 PARTS AND REPAIRS	.00	.00	8,000.00	8,000.00	.0
10-49-6500 TREE CITY USA	.00	.00	2,500.00	2,500.00	.0
10-49-6600 UNIFORMS	6.64	90.02	840.00	749.98	10.7
10-49-8050 VEHICLE MAINT & REPAIRS	50.34	364.37	3,000.00	2,635.63	12.2
10-49-8075 FUEL	191.49	708.18	3,000.00	2,291.82	23.6
10-49-8080 DIESEL	50.95	289.57	1,200.00	910.43	24.1
10-49-9000 OTHER	47.79	86.87	2,500.00	2,413.13	3.5
10-49-9050 VEHICLE DEPRECIATION	.00	.00	2,448.00	2,448.00	.0
TOTAL PUBLIC WORKS/PARKS/BUILDINGS	14,148.67	35,332.77	170,489.00	135,156.23	20.7
<u>TWN ADMINSTR</u>					
10-52-1100 SALARIES & WAGES	12,346.16	49,949.12	160,500.00	110,550.88	31.1
10-52-1400 WORKERS' COMPENSATION	14.82	59.96	193.00	133.04	31.1
10-52-1500 HEALTH INSURANCE	.00	.00	13,000.00	13,000.00	.0
10-52-1550 RETIREMENT	.00	.00	4,500.00	4,500.00	.0
10-52-1600 FICA	944.48	3,824.92	12,278.00	8,453.08	31.2
10-52-1700 COLO UNEMPLOYMENT	24.70	99.93	482.00	382.07	20.7
10-52-1850 TRAINING, TRAVEL AND LODGING	.00	.00	2,500.00	2,500.00	.0
10-52-1900 ALLOWANCES	.00	50.00	3,900.00	3,850.00	1.3
10-52-3900 CELL PHONES	100.00	100.00	1,200.00	1,100.00	8.3
TOTAL TWN ADMINSTR	13,430.16	54,083.93	198,553.00	144,469.07	27.2

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>COMM DEV</u>					
10-53-1100 SALARIES & WAGES- COMM DEV	16,855.70	50,128.63	226,000.00	175,871.37	22.2
10-53-1300 OVERTIME COMMUNITY DEVELOPMENT	.00	103.50	500.00	396.50	20.7
10-53-1400 WORKERS' COMPENSATION	11.78	34.83	271.00	236.17	12.9
10-53-1500 HEALTH INSURANCE	3,971.21	13,902.83	34,000.00	20,097.17	40.9
10-53-1550 RETIREMENT	554.32	1,933.92	7,000.00	5,066.08	27.6
10-53-1600 FICA	1,262.50	3,728.27	17,289.00	13,560.73	21.6
10-53-1700 COLO UNEMPLOYMENT	33.72	100.31	680.00	579.69	14.8
10-53-1825 MEMBERSHIPS - EMPLOYEE	60.00	60.00	1,400.00	1,340.00	4.3
10-53-1850 TRAINING, TRAVEL AND LODGING	1,395.20	2,260.57	7,000.00	4,739.43	32.3
10-53-2500 COMMUNITY EVENTS	4,646.65	25,699.65	60,000.00	34,300.35	42.8
10-53-3000 BUILDING PERMITS	11,909.97	40,940.15	115,000.00	74,059.85	35.6
10-53-3200 CONTRACTED SERVICES	4,770.02	10,777.88	30,000.00	19,222.12	35.9
10-53-3425 ELIZABETH MAIN STREET	3,464.96	5,909.79	33,000.00	27,090.21	17.9
10-53-3450 HISTORIC ADVISORY BOARD	.00	1,178.53	37,000.00	35,821.47	3.2
10-53-3475 MARKETING MATERIALS & PUBL	350.00	940.52	5,000.00	4,059.48	18.8
10-53-3900 CELL PHONE	.00	.00	1,000.00	1,000.00	.0
10-53-4000 GIS	.00	.00	800.00	800.00	.0
10-53-4400 EQUIPMENT AND MAINTENANCE	.00	.00	1,500.00	1,500.00	.0
10-53-4500 FURNITURE	339.96	339.96	750.00	410.04	45.3
10-53-4600 OFFICE SUPPLIES	96.65	232.79	2,000.00	1,767.21	11.6
10-53-4700 POSTAGE	.00	.00	2,500.00	2,500.00	.0
10-53-4800 TELEPHONE AND CELLPHONES	75.00	75.00	.00	(75.00)	.0
10-53-9000 OTHER	297.60	795.60	500.00	(295.60)	159.1
TOTAL COMM DEV	50,095.24	159,142.73	583,190.00	424,047.27	27.3
TOTAL FUND EXPENDITURES	263,707.94	934,985.65	3,400,293.00	2,465,307.35	27.5
NET REVENUE OVER EXPENDITURES	88,989.33	476,744.93	(106,293.00)	(583,037.93)	448.5

TOWN OF ELIZABETH
 BALANCE SHEET
 APRIL 30, 2023

STREET FUND

ASSETS

21-100001	CASH IN COMBINED CASH FUND	967,060.04	
21-115000	ACCOUNTS RECEIVABLE	37,251.45	
	TOTAL ASSETS		<u>1,004,311.49</u>

LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

21-280000	FUND BALANCE	955,344.99	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>40,411.45</u>	
	BALANCE - CURRENT DATE	<u>40,411.45</u>	
	TOTAL FUND EQUITY		<u>995,756.44</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,004,311.49</u>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAXES</u>					
21-31-3000 GENERAL SALES TAX	11,987.27	46,029.07	150,000.00	103,970.93	30.7
21-31-4000 USE TAX	2,149.29	7,727.82	10,000.00	2,272.18	77.3
TOTAL TAXES	14,136.56	53,756.89	160,000.00	106,243.11	33.6
<u>INTERGOVERNMENT</u>					
21-33-1000 HIGHWAY USERS TAX	7,495.34	23,316.02	60,000.00	36,683.98	38.9
21-33-1050 ROAD & BRIDGE	.00	43,724.91	150,000.00	106,275.09	29.2
21-33-6100 M.V. REGISTRATION (\$1.50)	276.79	1,030.87	5,000.00	3,969.13	20.6
21-33-6200 M.V. REGISTRATION (\$2.50)	674.56	2,167.06	7,200.00	5,032.94	30.1
TOTAL INTERGOVERNMENT	8,446.69	70,238.86	222,200.00	151,961.14	31.6
<u>OTHER SOURCES OF REVENUE</u>					
21-36-1000 INVESTMENT INCOME	3,621.46	13,394.40	4,000.00	(9,394.40)	334.9
21-36-4000 PUBLIC IMPROVEMENT FEE	1,945.31	7,286.62	22,000.00	14,713.38	33.1
TOTAL OTHER SOURCES OF REVENUE	5,566.77	20,681.02	26,000.00	5,318.98	79.5
TOTAL FUND REVENUE	28,150.02	144,676.77	408,200.00	263,523.23	35.4

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>STREETS</u>					
21-49-1100 SALARIES & WAGES- PUB WORKS	11,535.95	45,567.38	164,567.00	118,999.62	27.7
21-49-1300 OVERTIME	676.44	2,326.88	13,000.00	10,673.12	17.9
21-49-1400 WORKERS' COMPENSATION	1,436.70	4,082.47	6,900.00	2,817.53	59.2
21-49-1500 HEALTH INSURANCE	2,888.81	11,429.03	38,000.00	26,570.97	30.1
21-49-1550 RETIREMENT	368.36	1,245.71	5,000.00	3,754.29	24.9
21-49-1600 FICA	916.70	3,585.42	13,584.00	9,998.58	26.4
21-49-1700 COLO UNEMPLOYMENT	24.45	96.23	533.00	436.77	18.1
21-49-3200 CONTRACTED SERVICES	2,394.11	8,271.95	70,000.00	61,728.05	11.8
21-49-3500 DE-ICING SUPPLIES	.00	1,721.28	7,500.00	5,778.72	23.0
21-49-3650 LIGHTS AND SIGNALS	722.39	6,388.10	18,000.00	11,611.90	35.5
21-49-4000 MAINTENANCE AND REPAIRS	1,044.45	7,048.00	100,000.00	92,952.00	7.1
21-49-4800 PHONES	180.00	258.75	2,700.00	2,441.25	9.6
21-49-5800 ROW MAINTENANCE	4,500.00	7,649.00	105,000.00	97,351.00	7.3
21-49-6100 SIGNS	.00	.00	21,500.00	21,500.00	.0
21-49-6600 UNIFORMS	19.95	270.11	2,520.00	2,249.89	10.7
21-49-8050 VEHICLE MAINT & REPAIRS	151.05	1,093.28	9,000.00	7,906.72	12.2
21-49-8075 FUEL	574.46	2,126.32	9,000.00	6,873.68	23.6
21-49-8080 DIESEL	152.87	868.66	3,600.00	2,731.34	24.1
21-49-9000 OTHER	119.40	236.75	500.00	263.25	47.4
21-49-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
TOTAL STREETS	27,706.09	104,265.32	598,248.00	493,982.68	17.4
TOTAL FUND EXPENDITURES	27,706.09	104,265.32	598,248.00	493,982.68	17.4
NET REVENUE OVER EXPENDITURES	443.93	40,411.45	(190,048.00)	(230,459.45)	21.3

TOWN OF ELIZABETH
 BALANCE SHEET
 APRIL 30, 2023

CAPITAL IMPROVEMENT FUND

ASSETS

31-100001	CASH IN COMBINED CASH FUND	8,909,625.69	
31-115000	ACCOUNTS RECEIVABLE	249,855.92	
	TOTAL ASSETS		9,159,481.61

LIABILITIES AND EQUITY

FUND EQUITY

31-280000	FUND BALANCE	8,635,236.16	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	524,245.45	
	BALANCE - CURRENT DATE	524,245.45	
	TOTAL FUND EQUITY		9,159,481.61
	TOTAL LIABILITIES AND EQUITY		9,159,481.61

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>						
31-31-3000	SALES TAX	119,872.71	460,290.73	1,500,000.00	1,039,709.27	30.7
31-31-4000	USE TAX	21,492.84	77,278.18	150,000.00	72,721.82	51.5
	TOTAL TAX	141,365.55	537,568.91	1,650,000.00	1,112,431.09	32.6
<u>OTHER FINANCING SOURCES</u>						
31-36-1000	INVESTMENT INCOME	33,381.83	123,014.42	15,000.00	(108,014.42)	820.1
31-36-9000	OTHER REVENUE	.00	20,084.50	50,000.00	29,915.50	40.2
	TOTAL OTHER FINANCING SOURCES	33,381.83	143,098.92	65,000.00	(78,098.92)	220.2
	TOTAL FUND REVENUE	174,747.38	680,667.83	1,715,000.00	1,034,332.17	39.7

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL IMPROVEMENT MISC</u>					
31-80-0100 LAND PURCHASE	.00	.00	250,000.00	250,000.00	.0
31-80-0600 RUNNING CREEK PARK	2,399.87	2,399.87	119,900.00	117,500.13	2.0
31-80-3400 FACILITIES MASTER PLAN	.00	.00	75,000.00	75,000.00	.0
31-80-3425 COMMUNITY STUDIES	.00	29,713.11	.00	(29,713.11)	.0
31-80-3450 SENIOR CENTER	.00	.00	450,000.00	450,000.00	.0
31-80-4000 EQUIPMENT	5,800.00	5,800.00	15,000.00	9,200.00	38.7
31-80-4005 HYDRO-VAC TRAILER	.00	.00	22,500.00	22,500.00	.0
31-80-4010 WHEELED TIRE LOADER (USED)	.00	20,000.00	37,500.00	17,500.00	53.3
31-80-4015 PW TRUCKS	.00	64,976.08	111,290.00	46,313.92	58.4
31-80-5500 TOWN HALL BLDG IMPROVEMENTS	.00	.00	100,000.00	100,000.00	.0
31-80-5505 PD BUILDING IMPROVEMENTS	.00	.00	75,000.00	75,000.00	.0
31-80-5510 BANNER & ELM PROPERTY	15,200.00	15,200.00	150,000.00	134,800.00	10.1
31-80-5515 COMMUNITY GARDEN	.00	.00	25,000.00	25,000.00	.0
31-80-6000 PLAYGROUND UPGRADES	.00	.00	65,000.00	65,000.00	.0
31-80-6500 TRAIL SYSTEMS	.00	.00	4,500.00	4,500.00	.0
31-80-9100 TOWN HALL LANDSCAPING	.00	.00	5,000.00	5,000.00	.0
31-80-9900 TRANSFER TO WATER FUND	.00	.00	3,500.00	3,500.00	.0
31-80-9901 TRANSFER TO GENERAL FUND	4,583.33	18,333.32	55,000.00	36,666.68	33.3
TOTAL CAPITAL IMPROVEMENT MISC	27,983.20	156,422.38	1,564,190.00	1,407,767.62	10.0
TOTAL FUND EXPENDITURES	27,983.20	156,422.38	1,564,190.00	1,407,767.62	10.0
NET REVENUE OVER EXPENDITURES	146,764.18	524,245.45	150,810.00	(373,435.45)	347.6

TOWN OF ELIZABETH
BALANCE SHEET
APRIL 30, 2023

STREET CAPITAL IMPROVEMENT FND

<u>ASSETS</u>			
32-100001	CASH IN COMBINED CASH FUND	3,395,158.03	
32-104400	STREET BOND RESERVE CD ACCOUNT	260,321.34	
32-115000	ACCOUNTS RECEIVABLE	224,870.32	
	TOTAL ASSETS		3,880,349.69
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
32-222000	DEFERRED REVENUE	11,500.00	
	TOTAL LIABILITIES		11,500.00
<u>FUND EQUITY</u>			
32-280000	FUND BALANCE	3,375,057.02	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	493,792.67	
	BALANCE - CURRENT DATE	493,792.67	
	TOTAL FUND EQUITY		3,868,849.69
	TOTAL LIABILITIES AND EQUITY		3,880,349.69

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
32-31-3000 GENERAL SALES TAX	107,885.44	414,261.64	1,350,000.00	935,738.36	30.7
32-31-4000 USE TAX	19,343.57	69,550.37	192,000.00	122,449.63	36.2
TOTAL TAX	<u>127,229.01</u>	<u>483,812.01</u>	<u>1,542,000.00</u>	<u>1,058,187.99</u>	<u>31.4</u>
<u>OTHER FINANCING SOURCES</u>					
32-36-1000 INVESTMENT INCOME	13,808.33	48,613.61	10,000.00	(38,613.61)	486.1
TOTAL OTHER FINANCING SOURCES	<u>13,808.33</u>	<u>48,613.61</u>	<u>10,000.00</u>	<u>(38,613.61)</u>	<u>486.1</u>
TOTAL FUND REVENUE	<u>141,037.34</u>	<u>532,425.62</u>	<u>1,552,000.00</u>	<u>1,019,574.38</u>	<u>34.3</u>

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL OUTLAY</u>					
32-49-6600 RIGHT OF WAY EASEMENTS	.00	.00	35,000.00	35,000.00	.0
32-49-8000 STREET PAVING	.00	.00	160,000.00	160,000.00	.0
32-49-9000 CONCRETE STREET REPAIRS	.00	.00	310,000.00	310,000.00	.0
32-49-9100 EQUIPMENT	.00	.00	300,000.00	300,000.00	.0
32-49-9101 ROTOMILL	.00	.00	1,400,000.00	1,400,000.00	.0
32-49-9105 HYDRO-VAC TRAILER	.00	.00	22,500.00	22,500.00	.0
32-49-9110 WHEELED TIRE LOADER (USED)	.00	20,000.00	37,500.00	17,500.00	53.3
32-49-9200 CURB & GUTTER WORK	.00	.00	20,000.00	20,000.00	.0
32-49-9300 SIDEWALK REPLACEMENT PROGRAM	.00	.00	40,000.00	40,000.00	.0
32-49-9305 MAIN ST STREETScape DESIGN	1,966.27	1,966.27	175,000.00	173,033.73	1.1
32-49-9310 TRANSFER TO GENERAL FUND	4,166.67	16,666.68	50,000.00	33,333.32	33.3
TOTAL CAPITAL OUTLAY	6,132.94	38,632.95	2,550,000.00	2,511,367.05	1.5
<u>DEBT SVC</u>					
32-59-4000 PAYING AGENCY FEE	.00	.00	600.00	600.00	.0
32-59-9800 2015 REFUNDING BOND PRINCIPAL	.00	.00	440,000.00	440,000.00	.0
32-59-9850 2015 REFUNDING BOND INTEREST	.00	.00	66,263.00	66,263.00	.0
TOTAL DEBT SVC	.00	.00	506,863.00	506,863.00	.0
TOTAL FUND EXPENDITURES	6,132.94	38,632.95	3,056,863.00	3,018,230.05	1.3
NET REVENUE OVER EXPENDITURES	134,904.40	493,792.67	(1,504,863.00)	(1,998,655.67)	32.8

TOWN OF ELIZABETH
BALANCE SHEET
APRIL 30, 2023

WATER SEWER FUND

ASSETS

52-100001	CASH IN COMBINED CASH FUND	3,461,574.79	
52-101000	PETTY CASH	100.00	
52-101200	COLOTRUST WATER TAP FEE ACCT	252,006.85	
52-101300	COLOTRUST SEWER TAP FEE ACCT	252,006.85	
52-101400	COLOTRUST RENEWABLE WATER ACCT	77,525.77	
52-110000	ACCOUNTS RECEIVABLE: UB	143,789.77	
52-115000	ACCOUNTS RECEIVABLE:OTHER	13,308.21	
52-160100	LAND: WATER	171,737.60	
52-160200	LAND: SEWER	143,729.50	
52-161100	EASEMENTS: WATER	10,890.77	
52-161200	EASEMENTS: SEWER	32,271.26	
52-162100	PLANT & EQUIPMENT: WATER	2,271,315.79	
52-162200	PLANT & EQUIPMENT: SEWER	6,013,924.47	
52-163100	WATER IMPROVEMENTS	2,288,597.77	
52-163200	SEWER IMPROVEMENTS	2,727,573.38	
52-165100	CONSTRUCTION IN PROGRESS: WTR	3,082,422.50	
52-165200	CONSTRUCTION IN PROGRESS: SWR	73,176.80	
52-169100	ACCUMULATED DEP: WATER	(2,856,813.48)	
52-169200	ACCUMULATED DEP: SEWER	(4,109,283.34)	
	TOTAL ASSETS		14,049,855.26

LIABILITIES AND EQUITY

LIABILITIES

52-201000	ACCRUED SALARIES PAYABLE	(675.00)	
52-202000	ACCOUNTS PAYABLE	1,476.60	
52-203000	RETAINAGE PAYABLE	111,428.14	
52-215200	ACCRUED INT PAY: SEWER	2,103.20	
52-218000	COMPENSATED ABSENCES PAYABLE	14,582.02	
52-218100	COMP ABSENCES- CURRENT PAYABLE	1,458.20	
52-220000	CUSTOMER METER DEPOSITS	47,050.36	
52-231200	2007 CWRPDA CUR NOTES PAYABLE	62,396.58	
52-239402	2007 CWRPDA NOTE PAYABLE	275,161.86	
	TOTAL LIABILITIES		514,981.96

FUND EQUITY

52-280000	RETAINED EARNINGS	13,779,786.34	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(244,913.04)	
	BALANCE - CURRENT DATE	(244,913.04)	
	TOTAL FUND EQUITY		13,534,873.30
	TOTAL LIABILITIES AND EQUITY		14,049,855.26

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CHARGE FOR SERVICES / TAP FEES</u>					
52-34-4100 WATER SALES	52,839.58	219,270.16	750,000.00	530,729.84	29.2
52-34-4200 SEWER SALES	66,791.21	265,829.52	680,000.00	414,170.48	39.1
52-34-7000 RETURN CHECK CHARGES	.00	109.07	.00	(109.07)	.0
52-34-8100 WATER TAP FEES	.00	165,867.36	250,000.00	84,132.64	66.4
52-34-8120 RENEWABLE WATER FEE	.00	3,813.39	.00	(3,813.39)	.0
52-34-8200 SEWER TAP FEES	.00	165,867.36	450,000.00	284,132.64	36.9
TOTAL CHARGE FOR SERVICES / TAP FEES	119,630.79	820,756.86	2,130,000.00	1,309,243.14	38.5
<u>MISCELLANEOUS</u>					
52-36-1000 INVESTMENT INCOME	15,416.33	63,964.75	10,000.00	(53,964.75)	639.7
52-36-9000 OTHER REVENUE	2,374.40	28,749.79	70,000.00	41,250.21	41.1
TOTAL MISCELLANEOUS	17,790.73	92,714.54	80,000.00	(12,714.54)	115.9
TOTAL FUND REVENUE	137,421.52	913,471.40	2,210,000.00	1,296,528.60	41.3

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>WATER</u>					
52-57-1100 SALARIES & WAGES- WATER	11,535.95	45,567.38	164,567.00	118,999.62	27.7
52-57-1300 OVERTIME	676.44	2,326.88	13,000.00	10,673.12	17.9
52-57-1400 WORKERS' COMPENSATION	1,233.52	3,574.52	6,900.00	3,325.48	51.8
52-57-1500 HEALTH INSURANCE	2,888.81	11,429.03	38,000.00	26,570.97	30.1
52-57-1550 RETIREMENT	368.36	1,245.71	5,000.00	3,754.29	24.9
52-57-1600 FICA	916.70	3,585.42	165,561.00	161,975.58	2.2
52-57-1700 COLO UNEMPLOYMENT	24.45	96.23	533.00	436.77	18.1
52-57-1825 MEMBERSHIPS - EMPLOYEE	.00	300.00	900.00	600.00	33.3
52-57-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-57-3200 CONTRACTED SERVICES	47.00	5,770.00	160,000.00	154,230.00	3.6
52-57-4800 TELEPHONE AND CELLPHONES	180.00	258.75	2,700.00	2,441.25	9.6
52-57-4900 UTILITIES	8,558.82	32,590.59	100,000.00	67,409.41	32.6
52-57-5400 INSURANCE	198.22	2,908.14	11,000.00	8,091.86	26.4
52-57-5500 LEGAL - CONTRACTED	.00	.00	7,500.00	7,500.00	.0
52-57-6000 MAINTENANCE AND REPAIRS	3,593.89	24,014.54	150,000.00	125,985.46	16.0
52-57-6600 UNIFORMS	19.95	270.10	2,500.00	2,229.90	10.8
52-57-7500 CHEMICAL SUPPLIES	10,973.55	13,822.35	18,000.00	4,177.65	76.8
52-57-7550 WATER SUPPLIES	1,999.34	2,300.84	15,000.00	12,699.16	15.3
52-57-8050 VEHICLE MAINT & REPAIRS	151.05	1,228.86	9,000.00	7,771.14	13.7
52-57-8075 FUEL	574.46	2,126.31	9,000.00	6,873.69	23.6
52-57-8080 DIESEL	152.87	885.76	3,600.00	2,714.24	24.6
52-57-9000 OTHER	119.40	236.75	2,000.00	1,763.25	11.8
52-57-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
52-57-9100 RITORO WELLS	.00	477,890.05	1,300,000.00	822,109.95	36.8
52-57-9900 WATER LINE UPGRADE	.00	.00	85,000.00	85,000.00	.0
TOTAL WATER	44,212.78	632,428.21	2,278,430.00	1,646,001.79	27.8

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2023

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>SEWER</u>					
52-58-1100 -SALARIES & WAGES- SEWER	11,535.93	45,567.30	164,567.00	118,999.70	27.7
52-58-1300 OVERTIME	676.44	2,326.88	13,000.00	10,673.12	17.9
52-58-1400 WORKERS' COMPENSATION	1,206.46	3,506.87	6,900.00	3,393.13	50.8
52-58-1500 HEALTH INSURANCE	2,888.79	11,428.98	38,000.00	26,571.02	30.1
52-58-1550 RETIREMENT	368.42	1,245.95	5,000.00	3,754.05	24.9
52-58-1600 FICA	916.73	3,585.38	13,584.00	9,998.62	26.4
52-58-1700 COLO UNEMPLOYMENT	34.52	133.13	533.00	399.87	25.0
52-58-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	900.00	900.00	.0
52-58-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-58-3200 CONTRACTED SERVICES	12,662.18	27,224.87	90,000.00	62,775.13	30.3
52-58-4800 TELEPHONE AND CELLPHONES	1,097.22	2,508.98	10,700.00	8,191.02	23.5
52-58-4900 UTILITIES	4,704.71	21,031.85	70,000.00	48,968.15	30.1
52-58-5400 INSURANCE	198.22	3,199.47	15,400.00	12,200.53	20.8
52-58-6000 MAINTENANCE AND REPAIRS	11,720.51	13,537.63	130,000.00	116,462.37	10.4
52-58-6610 UNIFORMS	19.95	270.10	2,500.00	2,229.90	10.8
52-58-7500 SEWER SUPPLIES	.00	265.67	5,000.00	4,734.33	5.3
52-58-8050 VEHICLE MAINT & REPAIRS	151.05	957.70	9,000.00	8,042.30	10.6
52-58-8075 FUEL	574.46	2,126.31	9,000.00	6,873.69	23.6
52-58-8080 DIESEL	152.87	851.56	3,600.00	2,748.44	23.7
52-58-9000 OTHER	119.40	236.76	5,000.00	4,763.24	4.7
52-58-9050 VEHICLE DEPRECIATION	.00	.00	7,344.00	7,344.00	.0
52-58-9400 WTP UPGRADES	.00	290,399.40	950,000.00	659,600.60	30.6
TOTAL SEWER	49,027.86	430,404.79	1,551,353.00	1,120,948.21	27.7
<u>2007 CWRPDA</u>					
52-63-6300 2007 CWRPDA PYMT- PRINCIPAL	30,908.52	30,908.52	62,398.00	31,489.48	49.5
52-63-6400 2007 CWRPDA- INTEREST	6,309.60	6,309.60	12,100.00	5,790.40	52.2
TOTAL 2007 CWRPDA	37,218.12	37,218.12	74,498.00	37,279.88	50.0
<u>DEPARTMENT 65</u>					
52-65-9900 TRANSFER TO GENERAL FUND	14,583.33	58,333.32	175,000.00	116,666.68	33.3
TOTAL DEPARTMENT 65	14,583.33	58,333.32	175,000.00	116,666.68	33.3
TOTAL FUND EXPENDITURES	145,042.09	1,158,384.44	4,079,281.00	2,920,896.56	28.4
NET REVENUE OVER EXPENDITURES	(7,620.57)	(244,913.04)	(1,869,281.00)	(1,624,367.96)	(13.1)



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023



ELIZABETH POLICE DEPARTMENT'S MISSION STATEMENT:

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

The following is an informational breakdown of EPD police activity from **06/04/2023 at 12:01 a.m. to 06/17/2023 at 11:59 p.m.** This information is compiled from our Records Management System (RMS), identified as New World (NW), as well as Douglas County Regional Dispatch (DRDC) records.

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



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

Total Calls for Service:

261

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assisting Other Agencies
40	14	13	10	3

Parking Violations:

Total Parking Violations:	Parking Citations:	Parking Written Warnings:	Parking Verbal Warnings:
3	0	3	0

Other Calls for Service:

Call Type:	Number of Calls:
911	1
911 Rapid SOS	1
Abandoned Vehicle	1
Alarm-Business Burglary	3
Alarm-Business Hold Up	2
Animal Barking	2
Animal Complaint	2
Assist to Other Agency (Non-Urgent)	6
Assist to Other Agency (Urgent)	1
Attempt to Contact	7
Business Check	22
Citizen Assist	2
Citizen Contact	4



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

Crime Prevention	9
Criminal Mischief	1
Dead Animal	1
Disturbance	2
Drunk Subject	1
Domestic Violence-Verbal	1
Fight	1
Follow Up	10
Harassment	1
House Watch	1
Increased Patrol	74
Informational Report	3
Medical Assist	7
Missing Child	1
Motorist Assist	2
Municipal Ordinance Violation	4
Motor Vehicle Accident-Property Damage	1
Motor Vehicle Accident-Unknown Injury	1
Noise Complaint	1
Park Check	1
Parking Complaint	3
Recovered Stolen Property	1
Report Every Drunk Driver Immediately	1
Shots Heard	1
Special Assignment	1
Suspicious Circumstance	4
Suspicious Vehicle	17
Theft	2
Traffic Complaint	4
Traffic Hazard	1
Traffic Stop	40
Unwanted Subject	1
VIN Verify	2
Welfare Check	5

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

www.townofelizabeth.org



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

Open and Active Investigations:

Case/Incident Number:	Call Type:	Details:
23-2421	Municipal Ordinance Violation	Investigation into a property within Town limits.
23-2106	Harassment	Investigation involving two juveniles.
23-1866	Theft	Investigation into theft from a local business.
23-2040	Burglary	Investigation into a burglary from a local business.
23-2673	Burglary	Investigation into a burglary of a dwelling.
23-2917	Death	Investigation into a death that occurred in Town.
23-2849	Theft	Investigation into a theft that occurred at a local business.
23-2870	Recovered Stolen Property	Investigation into stolen property which was recovered.

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



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
23-2724	Motor Vehicle Accident	EPD responded to a single car motor vehicle accident. Upon arrival, EPD discovered that the vehicle had a mechanical issue, and had struck a tree. There were no injuries.
23-2761	Municipal Ordinance Violation	EPD responded to a call of a dog running at large. EPD located the dogs and impounded them. The dog was later reunited with its owner.
23-2664	Animal Bite	EPD responded to a reported dog bite. The big was a family dog and was quarantined per Town Code. The health department was notified of the incident. There were no injuries.
23-2786	Assault	EPD responded to an assault that occurred at a residence in Town. After investigation, the victim of the assault did not wish to pursue criminal charges.
23-2815	Suicidal Subject	EPD responded to a report of a suicidal juvenile. Upon contact the juvenile was evaluated by Centennial Mental Health, who deemed the juvenile was not a threat to themselves. The juvenile was released to a parent on a safety plan.
23-2797	Assist to Other Agency	EPD responded to assist the Colorado State Patrol on an intoxicated driver. The driver was arrested by CSP.
23-2693	Protection Order Violation	EPD responded to a report of a domestic violence. Upon investigation, probable cause was found that one of the subjects violated a protection order. The subject was subsequently arrested and booked into the Elbert County Jail.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

23-2885	Lost Property	EPD took a report of lost keys. The reporting party later called EPD stating they had located them.
23-2787	Traffic Hazard	EPD responded to a report of rocks in front of a residence that was creating a roadway obstruction. EPD contacted the owner, who complied by removing the rocks.
23-2873	Motor Vehicle Accident	EPD responded to a two-car motor vehicle crash. The at fault driver was issued a municipal summons for a traffic offense.
23-2800	Motor Vehicle Accident	EPD responded to a two-car motor vehicle crash. The at fault driver was issued a municipal summons for a traffic offense.
23-2939	911 Rapid SOS	EPD responded to a 911 rapid SOS call. Upon arrival, EPD located an adult male motorist who was actively in seizure. Elizabeth Fire Rescue was called, and the driver was transported to a local hospital.



TOWN OF ELIZABETH POLICE DEPARTMENT

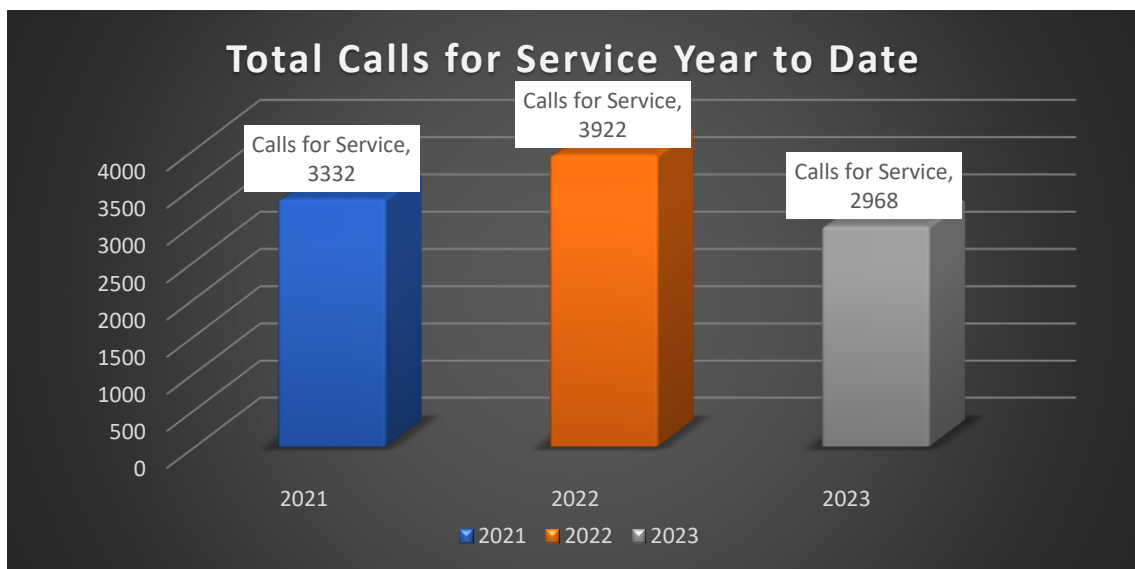
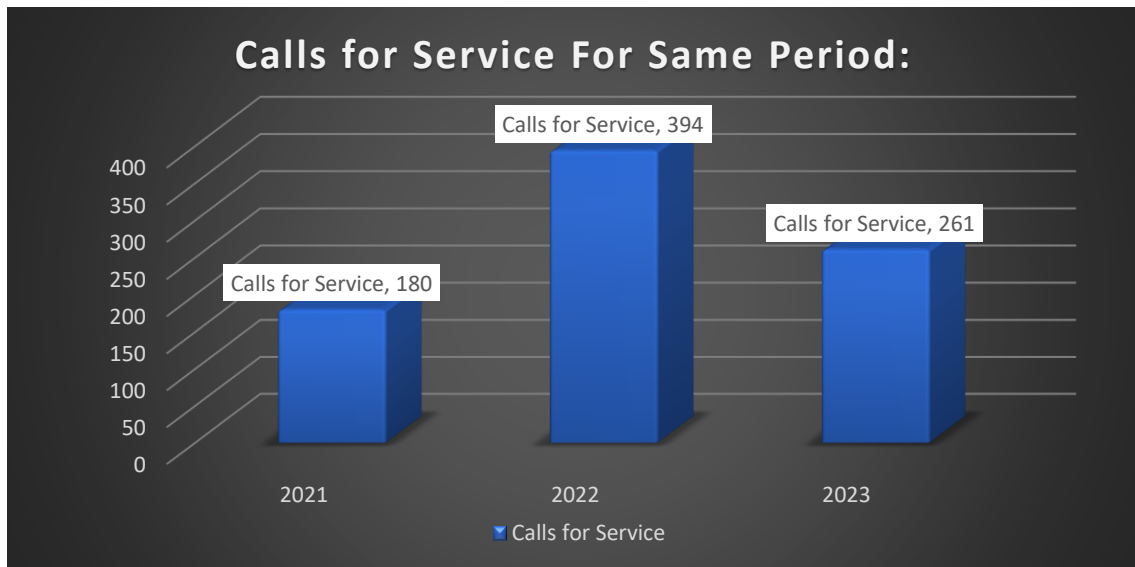
JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023

Historical Data:





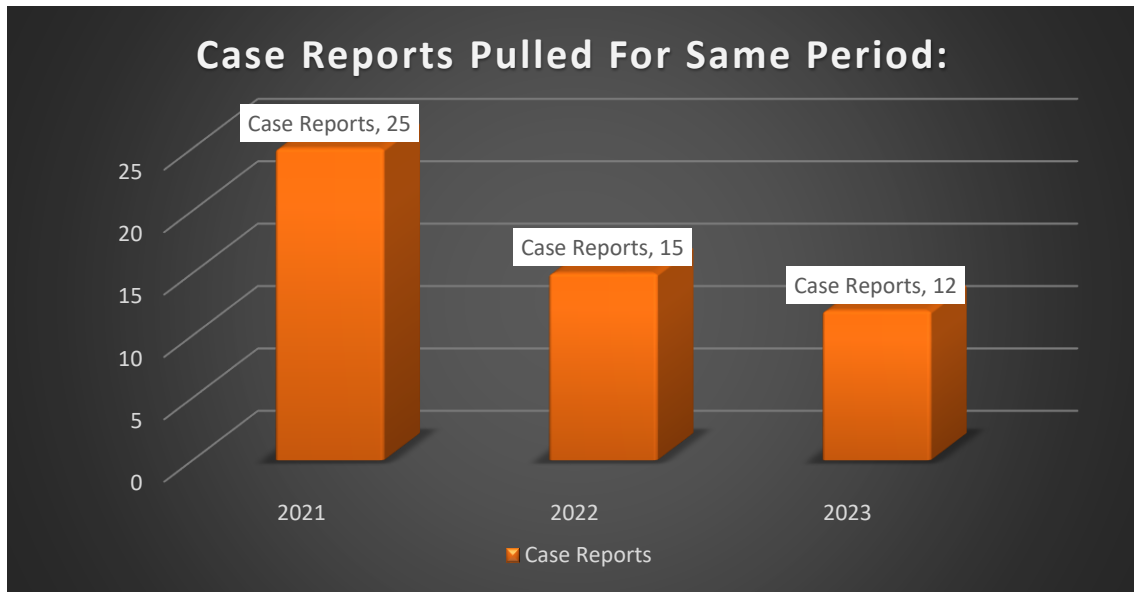
TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

06/04/2023 to 06/17/2023





TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

TO: Honorable Mayor and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: June 27, 2023
SUBJECT: Public Works Monitoring Report

*Town Street Paving Improvements Project:

1. PW has completed a first-year inspection (2-year warranty) of the paved streets to have any repairs Completed as needed during the summer months.

*Town Main St. Decorations:

1. PW has installed hanging flowerpots and filled planters along Main St.

*Town Wells, Tanks and Effluent:

1. Report Update will be included in the July 11 BOT packet.

* Town Water Line Emergency Repair:

1. No Emergency Repairs.

*Town Hall Landscaping Plan:

1. PW is procuring New Handrail material and installation across old Bridge walkway and front of Town Hall, there is a back order of material, and a time frame is forth Coming.

*Town Walkway Repairs:

1. PW has replaced numerous sections of concrete sidewalk along the East side of Main St businesses for safety reasons.

* Town Snow Plowing and Street Sweeping:

1. PW is actively searching for a Newer Street Sweeper for purchase in 2023.
2. Sweeping is taking place as weather and time allows.

*Town New Wells at Ritoro/Gold Creek Valley:

1. The New Arapahoe Well has been up and running into the system for approximately 3 weeks. Testing of Volumes, pressures, SCADA, and water levels continue to create a base of operational characteristics.
2. Testing of the New Denver Well is underway. PW is waiting for Bact-T clean water sampling results. PW Has been flushing at a slow volume with no head pressure across the ground to achieve the testing of The Well. Once it passes it will be turned into the distribution piping for use in town.
3. The Back-up Generator is installed and tested for normal operations.



***Town Trail Project:**

1. Annual Walk through for Grant Compliance was successful and a full report has been filed with CDOT And PW is awaiting their approval and comments.
2. PW is happy to report on the improved grass areas at RC Park due to mother nature's watering schedule.
3. PW has completed the fencing around RC Park.
4. PW has added 50 cuttings of willows along the creek bank for compliance with CDOT guidelines. Monitoring will take place in July and any areas that need attention will be taken care of.

***Gold Creek Lift Station Improvements:**

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

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

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

1. The new fine screen replacement unit has been installed and the electrical will be installed this week.

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

1. Total costs and quantities will be available in the next BOT report.

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



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

*Town Parks and Right of Way (ROW):

1. Porta-Potty has been added at Bandt Park parking area for the summer season.

Upcoming Projects:

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

Mail Kiosk:

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

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



PLANNING COMMISSION – RECORD OF PROCEEDINGS

MAY 2, 2023

CALL TO ORDER

The Regular Meeting of the Elizabeth Planning Commission was called to order on Tuesday, May 2, 2023, at 6:33 PM by Vice Chair Amy Schmidt.

ROLL CALL

Present were Vice Chair Amy Schmidt, and Commissioners Julie Uhernik, Greg Lindbloom, Shawn Sommer, Rob Porter, and Ed Beard. Chair Jenny Case and Commissioner George Fick were not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, and Town Clerk Michelle Oeser.

AGENDA CHANGES

No agenda changes from staff.

No agenda changes by the Commissioners.

UNSCHEDULED PUBLIC COMMENT

No Unscheduled Public Comment.

CONSENT AGENDA

1. Minutes of the Regular Meeting of March 21, 2023

Motion by Commissioner Lindbloom, seconded by Commissioner Uhernik, to approve the Consent Agenda as presented.

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

NEW BUSINESS

2. Discussion and possible action regarding Site Plan waiver for 392 S. Main Street

Motion by Commissioner Lindbloom, seconded by Commissioner Uhernik, to approve a Site Plan waiver for 392 S. Main Street.

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



STAFF REPORT

- Mr. Higgins reviewed his written staff report.
- Mr. Higgins discussed the cancellation of the Regular May 16, 2023, Planning Commission meeting due to Town Elections.


COMMISSIONER REPORTS

- No Commissioner reports were presented.

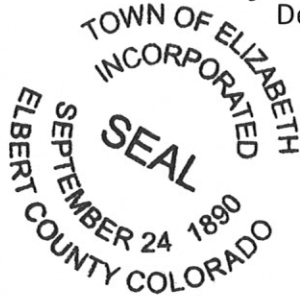
ADJOURNMENT

Motion by Commissioner Uhernik, seconded by Commissioner Lindbloom, to adjourn the meeting at 7:05 PM

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


Chair Jenny Case


Deputy Town Clerk Harmony Malakowski





**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS
MAY 8, 2023**

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, May 8, 2023, at 8:59 AM by Vice President Linda Bulmer.

ROLL CALL

Present were Vice President Linda Bulmer and Board Members Jeff Struthers, Michael Hussey, Kurt Prinslow, and Carrie Wedel. President Tedd Lipka and Board Member Brandon Jeffress were not present. There was a quorum to conduct business.

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

AGENDA CHANGES

No changes from Staff.

No changes from the Board.

Agenda set.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled public comment.

CONSENT AGENDA

1. Minutes of the Regular Meeting of April 10, 2023

Motion by Mr. Hussey, seconded by Ms. Wedel, to approve the minutes from April 10, 2023.

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

NEW BUSINESS

2. Discussion regarding Town of Elizabeth 5K Run



Todd Panik from the Town of Parker presented his experience and answered questions regarding 5K event planning.

Motion by Ms. Wedel, seconded by Mr. Prinslow, to set the budget for the Main Street 5K event for 2023 at \$16,000. The vote of those Board members present was unanimously in favor. Motion carried.

Discussion followed regarding the branding and advertising logo for this event.

3. Discussion regarding Pickaxe

Mr. Higgins presented the information provided by DOLA.

Board Member Wedel left the meeting at 10:13 AM.

4. Discussion regarding May 25th Main Street Networking Event

This networking event will be held at the Carriage Shoppes on May 25th at 6:00 PM. Discussion followed regarding the planning of the event.

STAFF REPORTS

- Mr. Higgins notified the Board that the BOT is pursuing a Gesin site feasibility study.
- The monument RFP review will be held on May 11th at 2:00 PM via Zoom.
- Discussion regarding 2023 ornaments.
- Mr. Higgins provided an update regarding public Wi-Fi on Main Street.
- Discussion regarding flowers on Main Street. Mr. Hussey will again be the point person for this project.
- Reminder regarding the Historic Advisory Board Public Meeting to be held this evening from 6:00-7:30 PM to discuss Historic District and Designs Guidelines updates.

BOARD REPORTS

There were no reports from the Board.

ADJOURNMENT

Motion by Vice President Bulmer, seconded by Mr. Hussey, to adjourn the meeting at 11:06 AM. The vote of those Board Members present was unanimously in favor. Motion carried.



TOWN OF ELIZABETH

President Tedd Lipka

Harmony Malakowski
Deputy Town Clerk Harmony Malakowski

Randa Bulmer
Linda Bulmer

