



TOWN OF ELIZABETH

**TOWN OF ELIZABETH
WORKSHOP HOLIDAY GATHERING
Tuesday, December 12, 2023, at 6:30 PM**

**BOARD OF TRUSTEES REGULAR MEETING
Tuesday, December 12, 2023, at 7:00 PM
Town Hall, 151 S. Banner Street**

Conferencing Access Information: This is viewing only access.

<https://us02web.zoom.us/j/84725170985?pwd=Tnp2WE1xT1g5QXVsK29FcVpSaFhCUT09>

Join via phone at 1 669 900 9128 Meeting ID: 847 2517 0985

Meeting Passcode: 365448

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

UNSCHEDULED PUBLIC COMMENT

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

AGENDA CHANGES

CONSENT AGENDA

1. Minutes of the Regular Meeting of November 28, 2023

NEW BUSINESS

2. Discussion and Possible action regarding reappointment of Lynn Mitchell and Jacque Hansen-Hallett to the Historic Advisory Board with terms through 12/31/2026 – Zach Higgins
3. Discussion regarding Community Development EHS Intern Community Survey – Zach Higgins and Landen Sherlock

MANAGEMENT MONITORING REPORTS

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

4. Managers' Reports

BOARD OF TRUSTEES REPORTS

5. Board Reports

STUDENT LIAISON REPORT

6. Student Liaison Report - Shaye Lovato

MINUTES

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

November 28, 2023

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, November 28, 2023, at 7:02 p.m. by Mayor Nick Snively.

ROLL CALL

Present were Mayor Nick Snively, Mayor Pro Tem Linda Secrist and Trustees Loren Einspahr, Tammy Payne, Joe Belongia, Barb McGinn, and Marianne Mayer Opl.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Finance Officer Hannah Bruce, Assistant Public Works Director James McErnie, and Attorney Corey Hoffmann.

PLEDGE OF ALLEGIANCE

Mayor Snively led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

Angie Ternus – Town of Elizabeth Resident

Paul Schwarzkopf – Town of Elizabeth Resident

AGENDA CHANGES

No agenda changes from the Administration.

No agenda changes from the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of November 14, 2023

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

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



Mayor Snively closed the regular meeting at 7:08 p.m. and went into the Public Hearing.

PUBLIC HEARING

2. Walnut Grove

Mayor Snively opened the Public Hearing to Public comment.

Paul Schwarzkopf – Town of Elizabeth Resident

Mayor Snively closed the Public Hearing at 7:31p.m. and returned to the regular meeting.

NEW BUSINESS

3. Discussion and possible action on Resolution 23R41, a Resolution approving the Sketch Plan and Preliminary Plan for certain property within the Town of Elizabeth known as Walnut Grove located on the property on the Southeast Corner of South Elbert Street and Walnut Street

Ms. Cramer provided a Staff report.

Motion by Mayor Snively, seconded by Trustee Payne, to approve Resolution 23R41, a Resolution approving the Sketch Plan and Preliminary Plan for certain property within the Town of Elizabeth known as Walnut Grove located on the property on the Southeast Corner of South Elbert Street and Walnut Street.

The vote of those Trustees present was 4 in favor and 3 opposed. Mayor Pro Tem Secrist, Trustee McGinn, and Trustee Mayer Opl opposed. Motion passed.

4. Discussion and possible action on Resolution 23R42, a Resolution authorizing the Mayor to execute a License Agreement with Elizabeth Brewing Company regarding the Friday Night Market at Running Creek Park for the Year 2024

Motion by Trustee Belongia, seconded by Trustee Einspahr to approve Resolution 23R42, a Resolution authorizing the Mayor to execute a License Agreement with Elizabeth Brewing Company regarding the Friday Night Market at Running Creek Park for the Year 2024.

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

5. Discussion and possible action on Main Street Monument Sign

Mr. Higgins provided a Staff report.

The Board of Trustees directed Mr. Higgins to move forward with design number 3.



6. Discussion and possible action on Resolution 23R43, a Resolution authorizing the Mayor to execute a letter of agreement with the Adams Group, LLC to provide audit services for Fiscal Year 2023

Mr. Davidson provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee Payne, to approve Resolution 23R43, a Resolution authorizing the Mayor to execute a letter of agreement with the Adams Group, LLC to provide audit services for Fiscal Year 2023.

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

7. Discussion and possible action on Resolution 23R44, a Resolution adopting the 2024 Town of Elizabeth Budget

Mr. Davidson provided a Staff report on all budget-related resolutions.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 23R44, a Resolution adopting the 2024 Town of Elizabeth Budget.

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

8. Discussion and possible action on Resolution 23R45, a Resolution Appropriating Sums of Money

Motion by Trustee Payne, seconded by Trustee Belongia, to approve Resolution 23R45, a Resolution Appropriating Sums of Money.

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

9. Discussion and possible action on Resolution 23R46, a Resolution to Set Mill Levy

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 23R46, a Resolution to Set Mill Levy.

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

10. Discussion and possible action on Resolution 23R47, a Resolution approving the Second Amendment to Employment Agreement between the Town and Patrick Glenn Davidson

Mr. Hoffmann provided a report.



Motion by Trustee Belongia, seconded by Trustee Payne, to approve Resolution 23R47, a Resolution approving the Second Amendment to Employment Agreement between the Town and Patrick Glenn Davidson.

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

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson provided a management report for Chief Jeff Engel.
 - The Police Department has completed testing rifles and believes they have one specific rifle to purchase for the department.
 - The Police Department will begin reviewing handguns for purchase.
 - The Police Department has found a new provider for the impoundment of dogs.
 - Corporal Allen completed leadership training.
 - Community Service Officer Jenny Case is looking into becoming certified in an animal abuse and neglect program.
 - The Student Academy Graduation is tomorrow at the Elizabeth High School.
 - Trustee Payne discussed ARPA funds.
- Town Attorney Corey Hoffmann
 - Updated the Board that Lennar sent a letter to the Gold Creek Homeowners Association council last week regarding the well house.
 - Mr. Hoffmann asked the Board to remember discussions from this meeting as they will be discussed in a Board training on January 23, 2023.
- Community Development Director Zach Higgins
 - A meeting will be held at Frontier High School for potential development on November 30th.
 - The staff is in the preliminary stages of applying for an OEDIT Grant for local businesses.
 - Staff tested the new speakers on Main Street in preparation for the Mayor's Tree Lighting.
- Trustee Payne asked how the Historic Advisory Board feels about their budget.
- Town Clerk Michelle Oeser
 - Ms. Oeser let the Board know that the train has not been delivered for the Mayor's Tree Lighting, but there is a smaller version ready to go.
 - Ms. Oeser discussed times and plans for the Mayor's Tree Lighting.



- Ms. Oeser thanked the Public Works and Community Development Staff for all their help with the Mayor’s Tree Lighting.
- Ms. Oeser thanked Ms. Bruce for all her assistance during the last couple of weeks while other staff were out of the office.

STUDENT LIAISON REPORT

- Student Liaison Shaye Lavato was unable to attend the meeting, so there is no report.

BOARD OF TRUSTEE REPORTS

- Trustee Payne discussed specifics on the Senior Basket project.
- Discussion on the upcoming Student Academy Graduation.

MINUTES

14. Minutes of the Regular Meeting of the Planning Commission June 20, 2023
15. Minutes of the Regular Meeting of the Main Street Board of Directors October 9, 2023

EXECUTIVE SESSION

Motion by Mayor Snively, seconded by Trustee Einspahr, to adjourn the regular meeting at 9:00 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 potential litigation, pursuant to C.R.S. § 24-6-402 (4)(b).”

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

Motion by Trustee Einspahr, seconded by Trustee Belongia, to adjourn the executive session and return to the regular meeting at 9:55 p.m.

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

ADJOURNMENT

Motion by Mayor Snively, seconded by Trustee Einspahr, to adjourn the meeting at 9:55 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.



TOWN OF ELIZABETH

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: December 12th, 2023
SUBJECT: Reappointments to Historic Advisory Board

SUMMARY

The Town has received interest from two Historic Advisory Board members for reappointment. Lynn Mitchell and Jacque Hansen-Hallett have applied for reappointment to the Historic Advisory Board, as their terms end December 31st. Their letters of interest are enclosed.

If reappointed, Lynn Mitchell would fill a seat with a three-year term from January 1, 2024 through December 31, 2026.

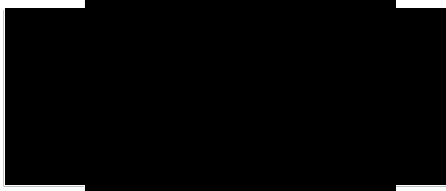
If reappointed, Jacque Hansen-Hallett would fill a seat with a three-year term from January 1, 2024 through December 31, 2026.

ATTACHMENTS

Lynn Mitchell Letter of Interest

Jacque Hansen-Hallett Letter of Interest

Lynn T. Mitchell



November 17, 2023

Town of Elizabeth Board of Trustees
151 S. Banner Street
PO Box 159
Elizabeth, Colorado 80107

Dear Board of Trustees,

I would like to renew my position on the Historical Advisory Board for the term January 1, 2024 to December 31, 2027. I continue to love learning. I would like to immerse myself into the history of Colorado and specifically the Town of Elizabeth.

Sincerely yours,

A handwritten signature in cursive script that reads "Lynn T. Mitchell".

Lynn T. Mitchell

RECEIVED
NOV 21 2023
Town of Elizabeth

Jacqueline Hansen-Hallett

Elizabeth, CO 80107 [REDACTED]

November 18, 2023

Town of Elizabeth

RE: Historical Society Advisory Board

Dear Elizabeth Town of Trustees,

I am contacting you to express my interest in the Historical Society Advisory Board opportunity with Town of Elizabeth. After reviewing the position requirements, I believe that my qualifications and education are a great match.

I have a BA in psychology, and Medical Billing and Coding. I hope that my interest in persevering the history of the Town of Elizabeth.

I was a Military brat and have been all over the world and seen alot of history. I witness the procedure of the Amish fixing the historial building in person and watching to skill it takes to perserve the buildings with their brick laying in Erie, PA

Thank you for your time. It would be a pleasure to speak with you and discuss this opportunity with Town of Elizabeth. I look forward to hearing from you soon.

Sincerely,

Jacqueline Hansen-Hallett

Jacqueline Hansen-Hallett



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, AICP Community Development Director
DATE: December 12, 2023
SUBJECT: Community Development EHS Intern Survey

SUMMARY

The Town of Elizabeth Community Development Department has hosted an intern from Elizabeth High School for the last two school years. As part of this internship, Staff has worked with the intern to produce, distribute, and analyze a survey to be distributed to the EHS student body.

Landen Sherlock, the current Community Development Intern, has put together and distributed this year's survey to Elizabeth High School. He will be in attendance at the BOT meeting to discuss the results of his survey with the Board of Trustees.

Staff and the Town Boards can utilize these survey results when considering future planning efforts for amenities, events, housing, and attracting future commerce. Staff hopes to continue this partnership with EHS in some capacity continually to increase civic engagement and have a better understanding of wants and needs of future Town citizens.

STAFF RECOMMENDATION

N/A

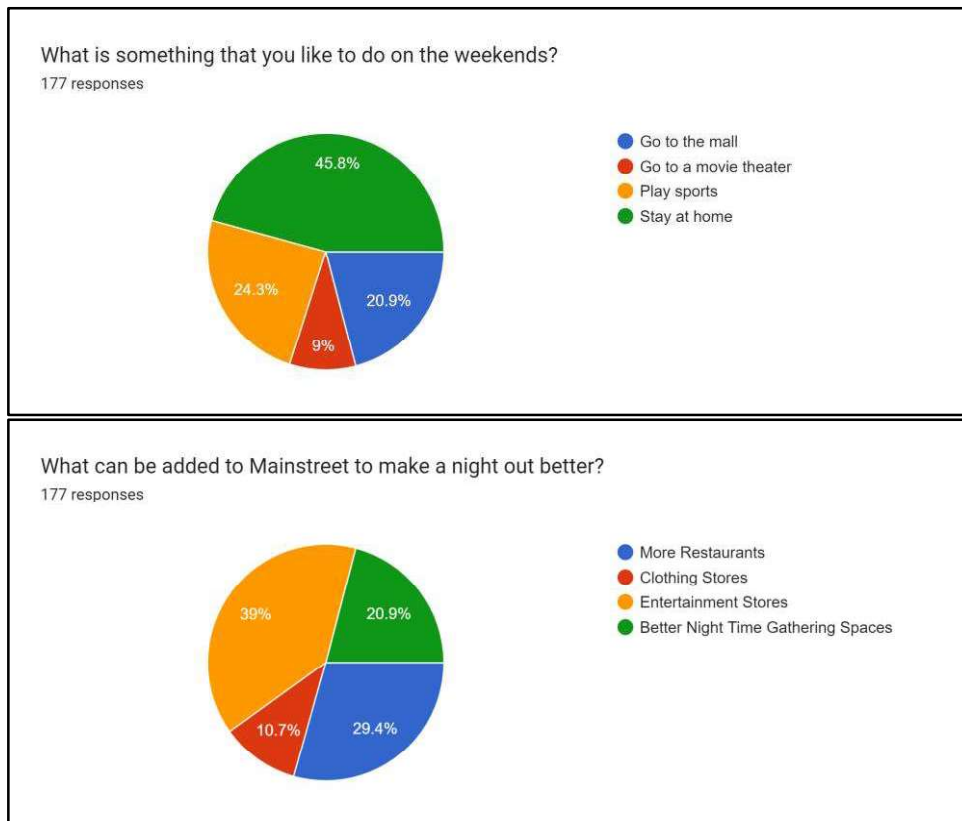
ATTACHMENT(S)

EHS Intern Community Survey

Town of Elizabeth Survey Results

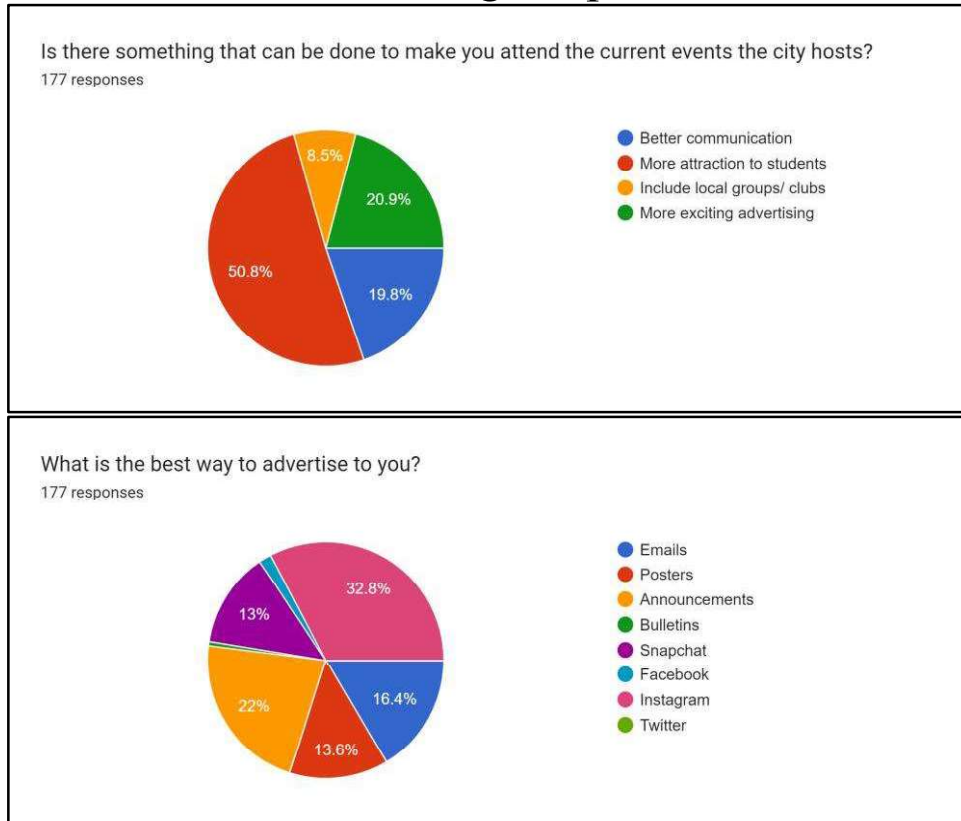
While I sent the survey to the entire student body of Elizabeth High School, and received a response from a quarter of all the students that attend. The results came from a vast number of different groups of people and students who have unique interests. So, knowing that some portion of any group has been represented, along with the decisive favorites for most questions, this survey accurately reflects the generalized wants of the students at Elizabeth High School.

General Information



Most people say that they spend their weekends at home, and most choose to spend an evening at home. The question of what the people want added to draw them to visit Mainstreet shows that adding forms of entertainment stores, including hobby stores, places you can go to play games, or sporting stores, will entice more people to visit Mainstreet.

Drawing People

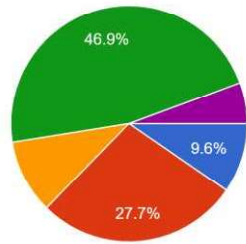


When asked what the best ways would be for people to attend more events and advertising that will better reach a high-school age group, many students said that they do not feel like the events are targeted at them or they are communicated poorly. Some of the most popular opportunities students said are advertising through Instagram and announcements in the school would be most efficient.

Changes to bring people in the future

What is an activity or place you would like to see in Elizabeth that would make you visit Main Street more?

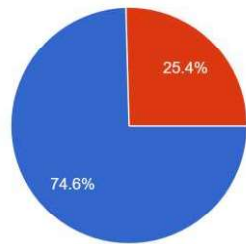
177 responses



- A gathering area
- More places to eat
- Clothes stores
- Diner and Arcade
- More bright and welcoming feel

Would you be interested in more city hosted movie nights in the park?

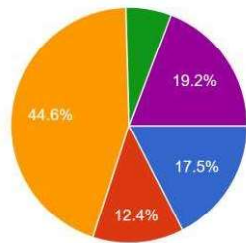
177 responses



- Yes
- No

What do you want to see more of in the Elizabeth area?

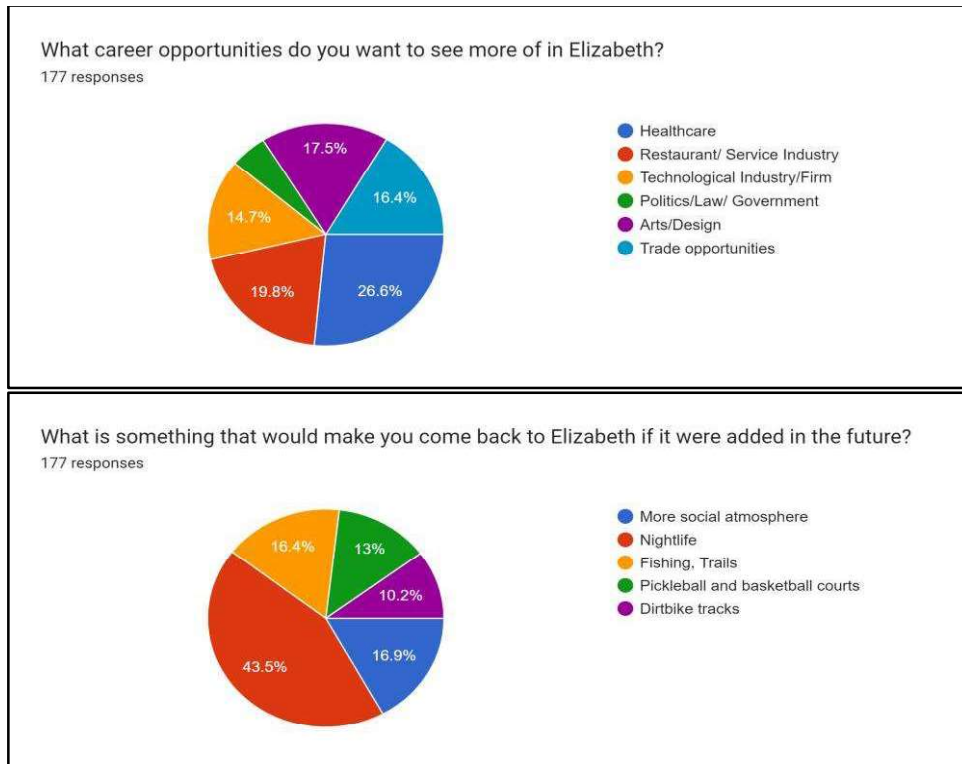
177 responses

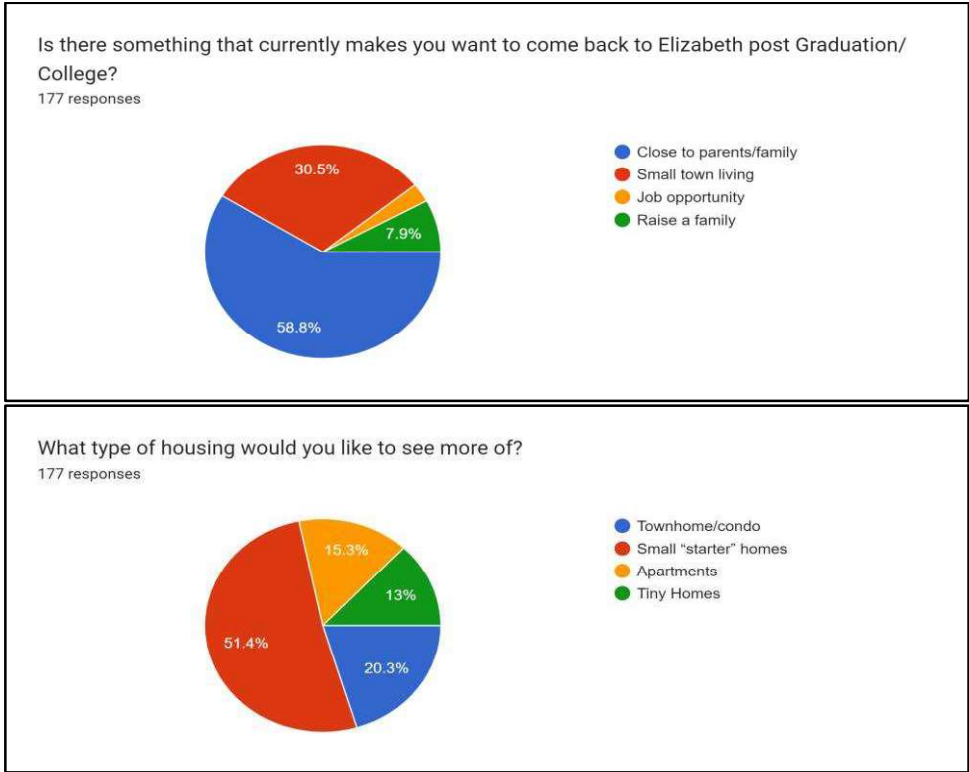


- More social gathering areas
- Better walkability and lighting
- More events that appeal to a younger crowd
- More trails
- A park with fishing lake and gazebos

As the questions shifted towards some improvements that the students would like to see around Mainstreet there was a few clear answers. Many people enjoy it when the city hosts the movie nights and would like to see more of them, and in Mainstreet specifically half of the students want an arcade and diner of some sort that they can go to, but in the Elizabeth area most people would like to see events that appeal to the younger crowds.

Post-Graduation Return





The survey ended with questions about possible post-graduation plans in Elizabeth. There was a general spread on what career opportunities they would want to see, which can be understood as a general increase in available jobs. One thing that stood out was that many people would return to being closer to family. However, with increased job opportunities, better nightlife and recreational activities, and more small starter homes, more people would return after graduation.



December 12, 2023

Management Team Updates

Community Development – Zach Higgins

📎 Attached

Town Clerk – Michelle Oeser

- What a wonderful turn out for the Mayors' Tree Lighting. We know that there were well over 500 people in attendance. The Elbert County Agricultural Alliance ran out of their 500 cookie kits before 5:00 pm.
- There are many people to thank for the success of the Mayor's Tree Lighting.
 - ✓ Board Members for being Elves for the evening. The kids loved the ornaments.
 - ✓ Patrick for his patience and support throughout the entire process.
 - ✓ Thank you to Harmony and Dwayne for being Santa and his helper for the evening.
 - ✓ Thank you to Allison, Derek, Bob, and Elizabeth for making all of the new signs, doing bird feeders with the kids, and setting up and taking down.
 - ✓ Thank you to Hannah, Matt, Trinity, Cole, and Brendan for all of your work and our new amazing abominable snowman and helping with take down.
 - ✓ Student Liaison Shaye and her mom for manning the Carriage Ride Stop and donation jar.
 - ✓ A huge thank you to our fantastic Public Works and Community Development for all of their work, effort, and reliability in getting things done.
- A letter from the auditors is included in the Manager section of the packet. This is just for your information.
- Trustee Payne has everything lined up for the Senior Basket Project. She has put a lot of time and effort into making this work and grow.
- Included in Management Reports is a 2024 Event Schedule for the Elizabeth Chamber of Commerce. This is to have a discussion.

Police – Chief Engel

📎 Attached

Public Works and Utilities – Mike DeVol

📎 Attached

ELIZABETH AREA CHAMBER OF COMMERCE
FOUNDATION
— INC. —

2024 Signature Community Events

February 10, 2024

ElizaGala® Member Appreciation Evening

*Featuring gaming tables, saloon w/cash bar, mechanical bull,
live music, dancing, awards, prizes*

Location: Elbert County Fairgrounds, Kiowa

June 8, 2024

ElizaBash® Street Festival

Location: Historic Main Street, Elizabeth

July 20, 2024

Chamber ChristmasFest® in July Street Festival & Parade

Location: Historic Main Street, Elizabeth

September 7, 2024

Chamber ElizaPalooza® Street Festival & Dog Parade

Location: Historic Main Street, Elizabeth

TBD 2024

11th Annual Golf Tournament

September 28, 2024

ElizaFest® A Toast to Elizabeth Festival:

A beer, wine, music, vendor festival

In collaboration with the Community Rodeo

Location: Casey Jones Park, Elizabeth

October 26, 2024

Chamber Boo Bash on Main® Harvest Festival & Trick-or-Treat Street Festival

Location: Historic Main Street, Elizabeth

November 9, 2024

Veteran's Day Parade

Location: Historic Main Street, Elizabeth

2024 HAB Budget & Workplan			
Category	Task	Year to Date Actuals	Budget
Training	Saving Places Conference		\$ 4,200.00
	CLG Training		\$ 200.00
	Town Visit (Revisit for 2025)		\$ -
Operational/Administrative	Historic Context Studies and Inventory Reports		\$ 1,000.00
	Promotional Materials		\$ 1,800.00
	Main Street and HAB Networking Event		\$ 500.00
	Flyers		\$ 1,500.00
Projects	Historic Preservation Education/Media Articles		\$ 200.00
	Local Historic Registered Properties - Consultation		\$ 1,500.00
	Oral History Collection		\$ 7,100.00
	Audio and Visual Self Guided Tour		\$ -
	Historic Property Title Searches		\$ -
	Building Plaques		\$ -
	Intensive Surveys		\$ -
TOTALS		\$ -	\$ 18,000.00



Projects	Tasks to achieve project	Start Date	Date to be completed	Status	Budget/ Funding source	Main Street Point	MSBOD Member(s)
Training	Attend two of the four quarterly trainings provided by DOLA	Quarterly	Quarterly	Staff send training opportunities to MS BOD	\$8,000; DOLA Scholarship; MS BOD; DOLA technical assistance	Organization	
	Main Street Manager's Summit	November	November	Pending DOLA		Organization	
	Main Street NOW Conference	March	March	Register and make reservations for Board and Staff in January		Organization	
	Downtown Colorado Inc. In the Game Conference	April	April	Register and make reservations for Board and Staff		Organization	
	Main Street Communities Field Trip	April	TBD	Schedule with DOLA		Organization	
Planning	Maintain a multi-year strategic plan	Ongoing	Ongoing	-	N/A	Organization	
	Annual budget preparation and submission to BOT	August	December	-	N/A	Organization	
	Submit annual workplan to DOLA and BOT	December	December	Send in December after adoption by MS BOD	N/A	Organization	
Move up to Graduate Status	Have a succession/transition plan for your staff, board, and volunteers as applicable	TBD	TBD	-	N/A	Organization	
	Update your building/property inventory of your Main Street district (including ownerships patterns, building conditions, vacancies, building square footage, use, average rents, and more)	TBD	TBD	-	TBD	Organization	
	Solidify your volunteer management program and develop a volunteer recognition/award program	TBD	TBD	Staff establishing program for review	Main Street Board of Directors	Organization	
	Update your business inventory of your Main Street district (including business types, contact information, number of employees, and more)	TBD	TBD	-	N/A	Organization	
Operational/Administrative	Quarterly reporting to BOT	January, April, July, October	January, April, July, October	-	N/A	Organization	
	Election of officers	December	December	December meeting agenda	N/A	Organization	
	Designated meeting posting place	1st meeting in January	January	January meeting agenda	N/A	Organization	
	Submit annual mini-grant application	As needed	As needed	-	N/A	Organization	
	Redeem annual scholarship from DOLA system	As needed	As needed	-	N/A	Organization	
	Redeem annual mini grant from DOLA system	As needed	As needed	-	N/A	Organization	
	Host DOLA site visit	November	November	November-23	N/A	Organization	
	Report quarterly business stats to Main Street Board	Quarterly	Quarterly	-	N/A	Organization	
	Submit quarterly reports to DOLA	January 15th, April 15th, July 15th, October 15th	January, April, July, October	-	N/A	Organization	
	Submit annual report to BOT	January	February	-	N/A	Organization; Promotion	
	Retain membership of National Main Street Center	January	February	-	\$375; MS BOD	Organization	
	Storymap	April	October	Pending DOLA	N/A	Organization; Promotion	
	Webpage/ social media maintenance	Ongoing	Ongoing	-	N/A	Organization; Promotion	
	Coordination with local stakeholders (SBDC, Parks and Recreation, ENG, ECC, EACC, Elizabeth area business owners and residents)	Ongoing	Ongoing	-	N/A	Organization; Promotion	
	Coordination with local, state, and federal agencies (BOT, ToE advisory boards, Elbert County, CTO, DOLA)	Ongoing	Ongoing	-	N/A	Organization; Promotion	
Maintain business inventory	Ongoing	Ongoing	-	N/A	Organization		
Maintain property inventory	Ongoing	Ongoing	-	N/A	Organization		
Networking event/ meeting with EMMA	February	May	5/16/2024 Meeting Date	\$1,000; MS BOD	Organization; Promotion		



ELIZABETH MAIN STREET PROGRAM WORK PLAN 2024

Create a friendly and diverse atmosphere that is welcoming to a wide range of ages and interests.

Projects	Tasks to achieve project	Start Date	Date to be completed	Status	Budget/ Funding source	Main Street Point	MSBOD Member
Promote Main Street	Update and distribute promotional maps and materials	Ongoing	Ongoing	-	\$200: MS BOD	Economic Vitality; Promotion	
	Banners around 80107				\$2,000/MSBOD		
	Social Media Advertising				\$600		
	Every Door Direct Mail	September-24	June-25	Prepare	\$3,500		
	Ornament Program	January	October	Survey businesses in Spring to follow up on 2022 sales	\$2,000: MS BOD	Economic Vitality; Promotion	
Gesin Lot (165 Main St) Use and Development	Development	Ongoing	Ongoing	BOT considering Developer's proposal	N/A	Design; Economic Vitality	
	Development of Clock Tower/Monument Sign	March-23	Dec-23	MSBOD for recommendation	Main Street Mini Grant/Town		
Mayor's Tree Lighting	Event coordination	January	December	Appoint leads; Budget; Explore contract		Economic Vitality; Promotion	
Friday Night Market (formerly known as "Elizabeth Farmers Market")	Interns/Volunteer program to facilitate market on behalf of Town	April	September	Create volunteer position description; Decide on stipend	TBD/MS BOD		
	Vendors	January	June	EBC/Book produce and food trucks	N/A		
	MAIN STREET VENDOR SCHOLARSHIP	April	September	Reserve	\$400/market calendar		
Recreation	CIP Plan for new Running Creek Park	TBD	TBD	TBD	TBD	Design, Economic Vitality	
	Start capital improvements for Running Creek Park	TBD	TBD	TBD	TBD	Design, Economic Vitality	



ELIZABETH MAIN STREET PROGRAM WORK PLAN 2024

Foster small town charm through retaining and preserving the historical character of buildings and the environment.

Projects	Tasks to achieve project	Start Date	Date to be completed	Status	Budget/ Funding source	Main Street Point	MSBOD Member
Streetscape	Complete design	January-22	December-23	PSA Approved/Work Ongoing	\$269,000/Town	Design	
	Artist Design of Streetscape Features	January	TBD	-	-	Design	
	Apply for streetscape construction grant	March	April	Ongoing	N/A	Design	
	Apply for art/creative district grant	October	November	-	N/A	Design	
	Start streetscape construction	August	TBD	-	TBD	Design	
Downtown zoning	Increase maximum principal building height to allow for 3 stories	TBD	TBD	Pending staff	N/A	Design; Economic Vitality	
Main Street Station	Site Plan	Dec-23	TBD	Formal Applicatoin Submitted	N/A	Design; Economic Vitality	
Historic Preservation	Support HAB with Historic District Creation and Design Guidelines Update	February-23	TBD	Ongoing	N/A	Design; Economic Vitality	
Main Street Improvements	Flower plantings	April	May	-	\$550: MS BOD	Design	



ELIZABETH MAIN STREET PROGRAM BUDGET 2024

2024 MSBOD BUDGET TOTALS (\$15,000 BUDGETED)

		YTD
TRAINING	\$8,000	
ANNUAL MEMBERSHIP	\$500	
NETWORKING EVENT	\$1,000	
FLOWER PLANTINGS	\$550	
MAPS AND MATERIALS	\$200	
ORNAMENT PROGRAM	\$2,000	
SOCIAL MEDIA ADVERTISING	\$600	
FNM VENDOR SCHOLARSHIP	\$400	
SWAG	\$1,750	
TOTAL	\$15,000	\$0



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023



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 **11/19/2023 at 12:01 a.m. to 12/02/2023 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 (DCRD) records.

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

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



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

Total Calls for Service:

150

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assists to Other Agencies
24	1	16	3	4

Parking Violations:

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

Other Calls for Service:

Call Type:	Number of Calls:
Alarm-Business Burglary	2
Animal Complaint	1
Assist to Fire Department	1
Assist to Other Agency	2
Business Check	4
Citizen Assist	2
Citizen Contact	7
Criminal Mischief	1
Disturbance	2
Drug Offense	1
Follow Up	12
Found Property	1



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

Harassment	3
Increased Patrol	30
Informational Report	2
Juvenile Complaint	1
Livestock Complaint	4
Medical Assist	2
Municipal Ordinance Violation	8
Motor Vehicle Accident Property Damage	1
Motor Vehicle Accident with Unknown Injuries	1
Park Check	1
Parking Complaint	2
Report Every Drunk Driver Immediately	4
Runaway	1
School Education	2
Special Assignment	1
Suspicious Circumstance	2
Suspicious Vehicle	8
Theft	1
Traffic Complaint	2
Traffic Stop	24
Traffic Hazard	3
Trespass	1
VIN Verify	3
Welfare Check	5



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

Open Patrol Division Criminal Investigations:

Case Number:	Call Type:	Details:
23-2040	Burglary	Investigation of a burglary at a local business.
23-4744	Burglary	Investigation into a burglary at a local building.
23-4864	Theft	Investigation of theft that occurred at a business in Town.
23-4866	Fraud	Fraud Investigation.
23-5191	Harassment	Investigation into a harassment involving juveniles.
23-5255	Runaway	Investigation into a Juvenile Runaway.
23-5283	Burglary	Investigation of a burglary at a property in Town
23-5311	Financial crime	Investigation into a fraud.
23-5330	Harassment	Investigation into a harassment that occurred at a local school.
23-5407	Child Abuse	Investigation of a child abuse that occurred in Town.
23-5411	False Reporting	Investigation into false reporting to law enforcement.
23-5555	Theft	Investigation of a theft that occurred at a local business.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

Open Community Services Division Municipal Ordinance Violations:

Case Number:	Call Type:	Notes:
23-3106	Weed Control	Investigation into weed violation on a property in Town.
23-4373	Animal Control	Investigation into an animal complaint at a property in Town.
23-4802	Animal Control	Investigation into an animal complaint at a property in Town.
23-5164	Weed Control	Investigating into weed control at a property in Town.
23-5301	Animal Control	Investigation into an animal complaint at a property in Town.

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:

11/19/2023 to 12/02/2023

Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
23-5443	Found Property	EPD Officers located a license plate in the lobby of EPD that came off a trailer. It was registered to a company that was no longer in business.
23-5428	Warrant Arrest	EPD Officers, while investigating an Motor Vehicle Accident, arrested one of the involved parties who had an outstanding warrant.
23-5409	Domestic Violence	EPD Officers investigated a report of a possible domestic violence incident. After a thorough investigation, it was determined that no crime was committed.
23-5410	Motor Vehicle Accident	EPD Officers investigated a motor vehicle crash. It was determined that a violation of the model traffic code was committed, and a municipal summons was issued.
23-5427	Motor Vehicle Accident	EPD Officers investigated a motor vehicle crash. It was determined that a violation of the model traffic code was committed, and a municipal summons was issued.
23-5435	Mental Health Hold	EPD Officers responded to a call of someone in mental health crisis. The subject voluntarily consented to be transported for mental health evaluation.
23-5451	Child Abuse	EPD Officers received an anonymous tip about possible child abuse. After an investigation it was determined that no crime had occurred.
23-5424	Driving Under the Influence	EPD Officers arrested an intoxicated driver after the driver initially failed to yield to a traffic stop.
23-5436	Motor Vehicle Accident	EPD Officers investigated a one vehicle property damage accident. It was determined that a violation of the model traffic code was committed, and a municipal summons was issued.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

23-5463	Criminal Mischief	EPD located spray paint damage to a sidewalk in new construction area. After investigation, there were no leads as to the suspect(s) identity and the case was closed.
23-5458	Harassment	EPD responded to reports of a party that made threats to burn down a business in Douglas County. The report forwarded to the Douglas County Sheriff's Office (DCSO) for further investigation..
23-5255	Runaway	EPD responded to a report of a juvenile that ran away to Oklahoma with girlfriend. Juvenile entered as a runaway. The appropriate agency was notified.
23-5510	Motor Vehicle Accident	EPD responded to a unknown vehicle and driver who had crashed into trees in a subdivision. After investigation, there were no leads on the suspect, and the case was closed.
22-5520	Motor Vehicle Accident	EPD responded to a two Vehicle crash. After investigation, the at fault driver was issued municipal summons for a traffic offense.
23-5330	Harassment	EPD responded to a reported harassment at a local school involving a staff member. After investigation, it was determined that no crime had been committed.
23-5540	Assist to Other Agency	EPD responded to assist the Colorado State Patrol when they arrested a subject for driving under the influence.
23-5548	Minor in Possession of Marijuana	EPD responded to a local school on a report of a student in possession of marijuana. EPD identified the student and issued a municipal summons.



TOWN OF ELIZABETH POLICE DEPARTMENT

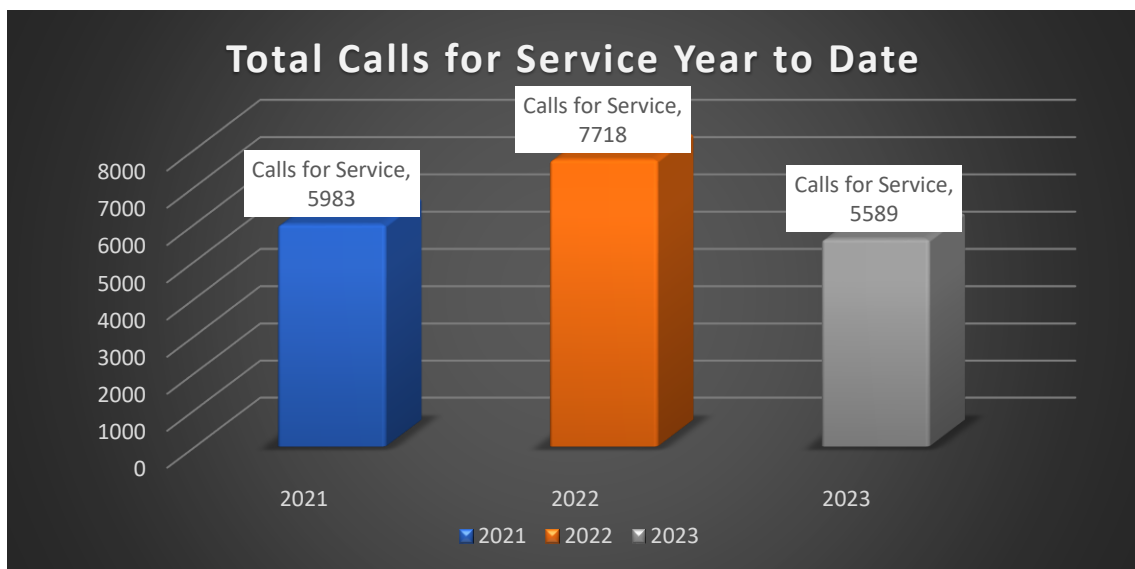
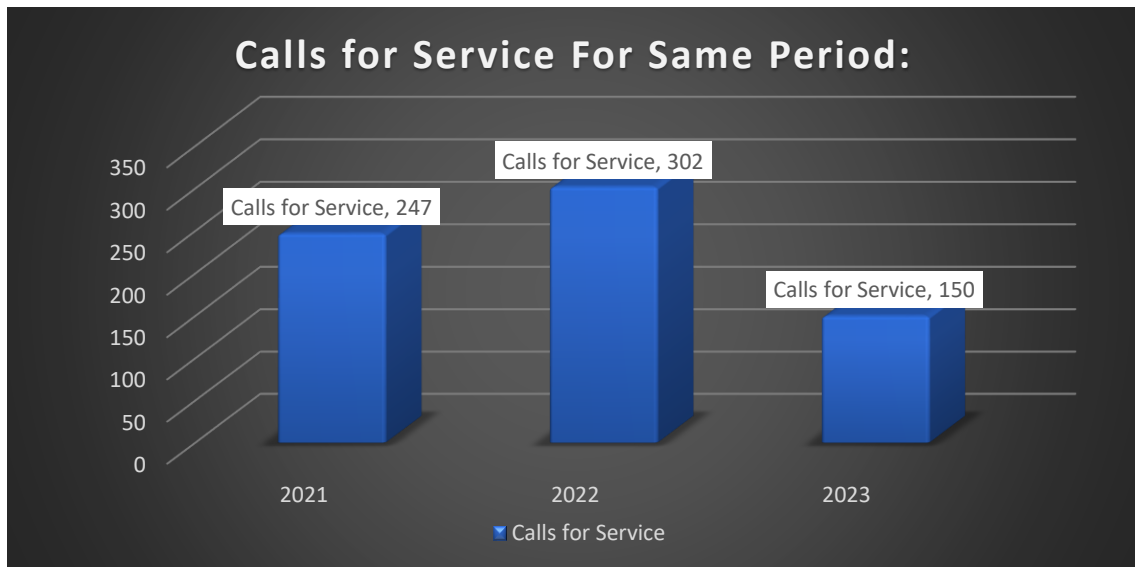
JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023

Historical Data:





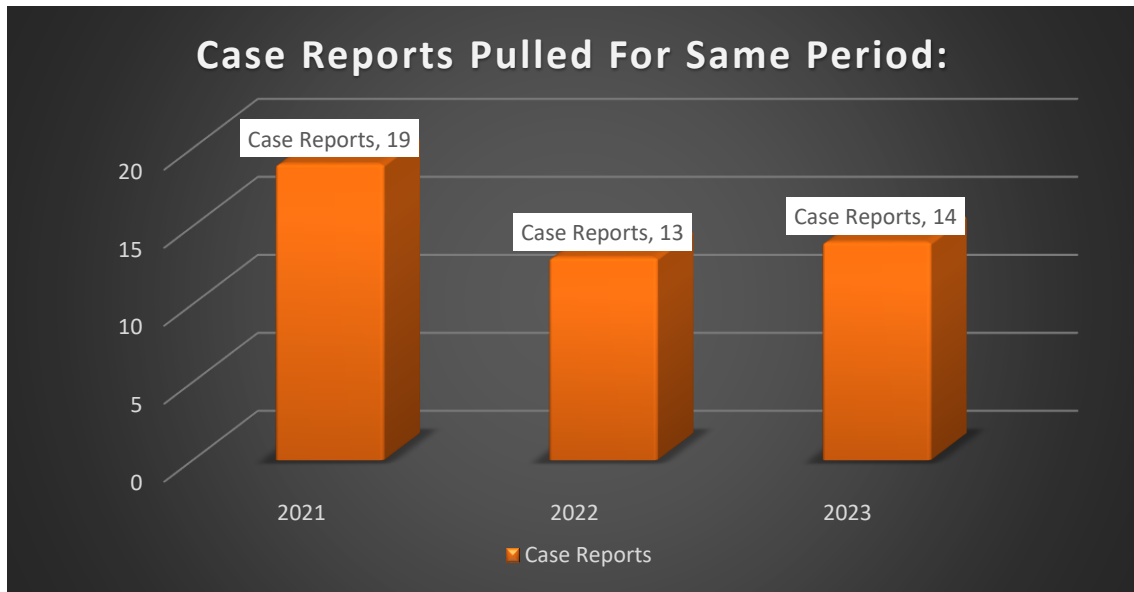
TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

11/19/2023 to 12/02/2023





TO: Honorable Mayor and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: December 12, 2023
SUBJECT: Public Works Monitoring Report

MERRY CHRISTMAS EVERYONE!!!

***Town Street Paving Improvements Project:**

1. PW has completed a first-year inspection (2-year warranty) of the paved streets. Native Sun will begin warranty work on identified areas for repairs as weather and schedules allow.

***Town Main St. Decorations:**

1. Decorations have been installed.

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

1. Please see attachment.

***Town Water Line Emergency Repair:**

1. 109 Pine St. a leak was detected. Upon digging the site several other leaks were found and repaired. Property owner was out of service for approximately 4 ½ hours. Service restored allowed them to have a Happy Thanksgiving at home.

***Town Hall/ Repairs/ Landscaping Plan:**

1. Stucco repairs and painting have been begun and will continue until completed.

***Town Walkway Repairs:**

1. PW will be replacing sidewalks, curbs, and gutters at 14 locations this project has 8 completed sites with the others happening this week in heavy pedestrian areas. (Elm St., CR 136, Hillside, Chelsea Ct., Garland St., Banner St.)

***Town Street Striping Projects:**

1. Main St parking striping has been completed.

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

1. PW is actively watching all areas of Town during normal activities for Porch Pirate Vandals.
2. Town Trucks are fully prepared for the upcoming snow season.
3. Truck Plows and trucks have had maintenance and preparedness checks performed.
4. Salt Sand has been stockpiled for this season.

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

- PO Box 159, 151 S. Banner Street ▪ Elizabeth, Colorado 80107 ▪ (303) 646-4166 ▪ Fax: (303) 646-9434 ▪ www.townofelizabeth.org



1. The new Wells building is complete except for the interconnect between SCADA and phone line which is scheduled to be completed by Dec. 15.
2. Landscaping will take place in the Spring (May) of 2024 due to the impending weather. PW will work with the 4 adjacent property owners for their approval of the landscape sketch to ensure that we conceal as much of the building as possible from their views.
3. The Back-up Generator is installed and tested for normal operations.

***Town Trail Project:**

1. PW has scheduled a walk-through inspection with our reporting Agency Stantec Engineering for Guidance after the flooding and the loss of previously planted vegetation, bushes and trees.
2. 2023 Reporting has been sent to CDOT and other agencies. PW is awaiting a decision on course of Action(s) that will be required to fulfill our Trail obligations. (#9 below on upcoming projects).

***Gold Creek Lift Station Improvements:**

1. Completion of project has begun clear water testing and adjustments have been made.
2. Communications and Alarms have been tested and 100% complete.
3. SCADA controls are being tested this week and should be completed.
4. Walk through and punch list has been completed along with 4-hour Automation run test with No Issues.

*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. NO CHANGES AS OF THIS REPORT-On going Project/ The new fine screen replacement unit has been installed. The test phase has been completed. Alarms and training for the New unit have been completed on September 5 & 6th.
2. PW has been working on Plant maintenance by drawing down (treating in Train 1) all liquid levels of Train 2/South side of the treatment plant for inspection and repairs as necessary. The Clarifier for Train 2 has been completely emptied, hosed and vacuumed out for a clean working area. The clarifier drive motor tested out fine as well as the gear reduction box. There is wear and damage to the Drive Shear Pin and Paddle arms that distribute settled sludge to the bottom of the clarifier for removal through pumping and sent to digestors for final degradation and trucked to farm fields as fertilizer. PW should have the Clarifier back up and fully operational by the end of September dependent on parts shipping.
3. Just a quick review of the Wastewater Plant: It is designed to treat 500,000 gallons of Raw Sewage per day. Train 1 and Train 2 share that equally. Train 1 currently is treating 190,000-200,000 gallons per day while maintaining our minimal 85% reduction constituent removals (currently 93%-99% removal) that are set by CDPHE in our Permit (excellent test for me as an operator and all equipment). Currently we are operating one Train at basically 80% capacity and operating very well. This is a test never completed before



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

as our available capacity is 500,000 gallons. When the time comes that the wastewater Plant is treating at 80% (400,000 gallon) of the Total Capacity the Town must start to show Plant Expansion Plans to CDPHE. The current WTP upgrade Budget is currently in good shape for funding.

Reference of constituent removal: Please see attached Laboratory Sampling Analysis for actual numbers while completing maintenance of one train. Note all numbers/results are shown as milligrams per liter (mg/L) this equates from metric to Standard as parts per million (ppm). Plant is 100% Biological/Bacteria (Bugs) NO CHEMICALS

Bio-chemical Oxygen Demand (BOD) minimum 85% removal (current average 99% removal)

Total Suspended Solids (TSS) minimum 85% removal (current 93%-99% removal)

Nitrogen/Ammonia (NH₃) minimum 85% removal (current 99% removal)

E. Coli maximum 115 parts per million (ppm) (current <1 ppm) U.V. Light neuters bacterial for no reproduction and does not kill the bacterial which in turn means no chemicals and cost savings to the Town residents.

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

1. Tentatively Scheduled for May 18, 2024, and a day in the fall undetermined yet.

*Town Public Works Road Extension:

1. Infrared patching has taken place at various areas around town where Asphalt and Concrete come Together to form a smoother transition between the two surfaces.

*Town Farmers Market:

Event Park Name is Running Creek Park (RCP)

*Town Parks and Right of Way (ROW):

1. Porta-Potty will remain at Bandt Park parking area for the Winter season.
2. Bandt Park restrooms are closed for the season due to cold temps moving in.

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 Sampling
7. Annual DMR(Daily Monitoring Report) Gold Creek Wastewater Plant



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

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.
11. PW is completing Lead and Copper testing per CDPHE guidelines for 2023.

Mail Kiosk:

1. Mail Kiosk are installed and USPS has installed all new locks(USPS Supplied) on both Kiosk locations.
2. Public Works will enhance the recycled asphalt parking area at the Washington St Mail Kiosk.

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

**Town of Elizabeth
Monthly Accounting - Leases**

HRS Water Consultants, Inc.

2023 Water Year

Duke Lease - Entered into August 24, 2004.

Month	Total Gold Creek Effluent		Difference/Surplus Effluent
	Usage (af)	Duke Lease (af)	
November	16.98	1.7	15.28
December		1.3	-1.30
January		0.9	-0.90
February		0.7	-0.70
March		0.5	-0.50
April		0.4	-0.40
May		0.3	-0.30
June		0.4	-0.40
July		0.9	-0.90
August		2.1	-2.10
September		3.3	-3.30
October		2.5	-2.50
WY Total	17.0	15.0	-12.0

**Town of Elizabeth
Monthly Accounting - Leases**

HRS Water Consultants, Inc.

2023 Water Year

Duke Lease - Entered into August 24, 2004.

Month	Total Gold Creek Effluent		Difference/Surplus Effluent
	Usage (af)	Duke Lease (af)	
November	15.71	1.7	14.01
December	14.42	1.3	13.12
January	15.61	0.9	14.71
February	15.11	0.7	14.41
March	16.03	0.5	15.53
April	18.18	0.4	17.78
May	18.41	0.3	18.11
June	17.12	0.4	16.72
July	16.81	0.9	15.91
August	16.71	2.1	14.61
September	16.30	3.3	13.00
October	16.60	2.5	14.10
WY Total	197.0	15.0	154.9

Town of Elizabeth
Denver Basin Wells - Monthly Accounting

HRS Water Consultants, Inc.

2022 Water Year		Meter Serial # 69269247 Permit 75162-F WDID # 0113127 Lower Dawson Middle School Well A				Meter Serial # 86945024 Permit 052511-F WDID # 0113128 Denver Middle School Well B				School Wells Total	Meter Serial # 20231323 Permit 15617-F-R WDID #0106440 Dawson Well No. 2				Meter Serial # 20100899 Permit 16210-F-R WDID #0106437 Denver Bishop Well A				Meter Serial # 20072055 Permit 044454-F WDID #0109931 Arapahoe Well A-1				Meter Serial # - 21234549 Permit 84415-F WDID #0113129 Denver Well D-2				Meter Serial # - 21234551 Permit 84416-F WDID #0113130 Arapahoe Well A-2				All Wells
Water Year	Month	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume
2023		gallons	af	af	af	gallons	af	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	
1/11/2022	November 1st	52,413,000	0.00	0.00	21.00	947,000	0.00	0.00	39.70	0.00	287,800	0.00	0.00	50.00	4,046,100	0.00	0.00	150.00	48,282,800	0.00	0.00	127.40	20,741,910.00	0.00	0.00	90.40	22,238,600.00	0.00	0.00	88.10	0.00
1/12/2022	December 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/1/2023	January 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/2/2023	February 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/3/2023	March 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/4/2023	April 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/5/2023	May 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/6/2023	June 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/7/2023	July 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/8/2023	August 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/9/2023	September 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/10/2023	October 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
1/11/2023	November 1st		0.00	0.00	21.00		0.00	0.00	39.70	0.00		0.00	0.00	50.00		0.00	0.00	150.00		0.00	0.00	127.40		0.00	0.00	90.40		0.00	0.00	88.10	0.00
	Annual Total		0.00				0.00		39.70	0.00		0.00		50.00		0.00		150.00		0.00		127.40		0.00		90.40		0.00		88.10	0.00

Comments
The "Remaining Annual Volume" for each well does not include banking. It is the remaining annual appropriation value.

Dawson Well No. 2 meter replaced 9/25/ 2023. Flow for August and September based on hours run time. Will report actual meter read start of 2024 water year.
During the month of October Denver Bishop Well A meter rolled over, added a number 1 to the read for accounting. Will report actual meter read start of 2024 water year.

Town of Elizabeth
Denver Basin Wells - Monthly Accounting

HRS Water Consultants, Inc.

2022 Water Year		Meter Serial # 69269247 Permit 75162-F WDID # 0113127 Lower Dawson Middle School Well A				Meter Serial # 86945024 Permit 052511-F WDID # 0113128 Denver Middle School Well B				School Wells Total	Meter Serial # 20231323 Permit 15617-F-R WDID #0106440 Dawson Well No. 2				Meter Serial # 20100899 Permit 16210-F-R WDID #0106437 Denver Bishop Well A				Meter Serial # 20072055 Permit 044454-F WDID #0109931 Arapahoe Well A-1				Meter Serial # - 21234549 Permit 84415-F WDID #0113129 Denver Well D-2				Meter Serial # - 21234551 Permit 84416-F WDID #0113130 Arapahoe Well A-2				All Wells
Water Year	Month	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume
2023		gallons	af	af	af	gallons	af	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	
1/11/2022	November 1st	49,659,000	0.00	0.00	21.00	802,000	0.00	0.00	39.70	0.00	90,473,600	0.00	0.00	50.00	90,320,300	0.00	0.00	150.00	12,729,800	0.00	0.00	127.40	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	
1/12/2022	December 1st	49,659,000	0.00	0.00	21.00	802,000	0.00	0.00	39.70	0.00	90,473,600	0.00	0.00	50.00	90,320,300	0.00	0.00	150.00	17,485,900	14.60	14.60	112.80	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	14.60
1/1/2023	January 1st	49,659,000	0.00	0.00	21.00	802,000	0.00	0.00	39.70	0.00	90,473,600	0.00	0.00	50.00	90,412,900	0.28	0.28	149.72	22,536,200	15.50	30.10	97.30	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	15.78
1/2/2023	February 1st	49,659,000	0.00	0.00	21.00	802,000	0.00	0.00	39.70	0.00	90,473,600	0.00	0.00	50.00	90,412,900	0.00	0.28	149.72	27,670,200	15.76	45.85	81.55	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	15.76
1/3/2023	March 1st	49,659,000	0.00	0.00	21.00	802,000	0.00	0.00	39.70	0.00	90,473,600	0.00	0.00	50.00	90,518,400	0.32	0.61	149.39	32,448,800	14.67	60.52	66.88	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	14.99
1/4/2023	April 1st	49,703,000	0.14	0.14	20.86	806,000	0.01	0.01	39.69	0.15	90,473,600	0.00	0.00	50.00	90,518,400	0.00	0.61	149.39	37,515,600	15.55	76.07	51.33	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	15.70
1/5/2023	May 1st	49,775,000	0.22	0.36	20.64	806,000	0.00	0.01	39.69	0.22	90,473,600	0.00	0.00	50.00	90,622,400	0.32	0.93	149.07	42,540,400	15.42	91.49	35.91	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	15.96
1/6/2023	June 1st	50,164,000	1.19	1.55	19.45	806,000	0.00	0.01	39.69	1.19	90,473,600	0.00	0.00	50.00	91,949,500	4.07	5.00	145.00	46,824,000	13.15	104.64	22.76	0.00	0.00	0.00	90.40	1,772,698.00	5.44	5.44	82.66	23.85
1/7/2023	July 1st	50,741,000	1.77	3.32	17.68	806,000	0.00	0.01	39.69	1.77	90,473,600	0.00	0.00	50.00	92,602,800	2.01	7.01	142.99	48,282,800	4.48	109.12	18.28	1,813,079	5.56	5.56	84.84	6,126,516	13.36	18.80	69.30	27.18
1/8/2023	August 1st	51,437,000	2.14	5.46	15.54	873,000	0.21	0.22	39.48	2.34	90,473,600	0.00	0.00	50.00	95,000,500	7.36	14.36	135.64	48,282,800	0.00	109.12	18.28	6,289,494	13.74	19.30	71.10	9,541,316	10.48	29.28	58.82	33.92
1/9/2023	September 1st	52,264,000	2.54	7.99	13.01	927,000	0.17	0.38	39.32	2.70	90,872,384	1.22	1.22	48.78	98,812,400	11.70	26.06	123.94	48,282,800	0.00	109.12	18.28	10,010,433	11.42	30.72	59.68	12,786,980	9.96	39.24	48.86	37.01
1/10/2023	October 1st	52,413,000	0.46	8.45	12.55	947,000	0.06	0.45	39.25	0.52	91,366,440	1.52	2.74	47.26	102,977,000	12.78	38.84	111.16	48,282,800	0.00	109.12	18.28	13,608,443	11.04	41.77	48.63	16,110,791	10.20	49.45	38.65	36.06
1/11/2023	November 1st	52,413,000	0.00	8.45	12.55	947,000	0.00	0.45	39.25	0.00	91,366,440	0.00	2.74	47.26	104,046,100	3.28	42.13	107.87	48,282,800	0.00	109.12	18.28	17,263,918	11.22	52.98	37.42	19,522,286	10.47	59.92	28.18	24.97
	Annual Total		8.45				0.45		39.70	8.90		2.74			42.13				109.12				52.98				59.92				

Comments
The "Remaining Annual Volume" for each well does not include banking. It is the remaining annual appropriation value.

Dawson Well No. 2 meter replaced 9/25/ 2023. Flow for August and September based on hours run time. Will report actual meter read start of 2024 water year.
During the month of October Denver Bishop Well A meter rolled over, added a number 1 to the read for accounting. Will report actual meter read start of 2024 water year.

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Town of Elizabeth Accounting Comments

HRS Water Consultants, Inc.

1. All meter readings are taken on the first of the month.
2. Negative numbers on banking page indicate amount used from banked amount.
3. Monthly manual entries on the well pumping page are highlighted in green.
4. Monthly manual entries on the leases page are highlighted in green.

Town of Elizabeth
Denver Basin Wells - Monthly Accounting

HRS Water Consultants, Inc.

2022 Water Year		Meter Serial # 69269247 Permit 75162-F WDID # 0113127 Lower Dawson Middle School Well A				Meter Serial # 86945024 Permit 052511-F WDID # 0113128 Denver Middle School Well B				School Wells Total	Meter Serial # 20083304 Permit 15617-F-R WDID #0106440 Dawson Well No. 2				Meter Serial # 20100899 Permit 16210-F-R WDID #0106437 Denver Bishop Well A				Meter Serial # 20072055 Permit 044454-F WDID #0109931 Arapahoe Well A-1				<i>Meter Serial # - To be added when installed.</i> Permit 84415-F WDID #0113129 Denver Well D-2				<i>Meter Serial # - To be added when installed</i> Permit 84416-F WDID #0113130 Arapahoe Well A-2				All Wells
Water Year 2022	Month	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Monthly Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Remaining Annual Volume af	Monthly Volume af
1/11/2021	November 1st	47,119,000	0.00	0.00	21.00	609,000	0.00	0.00	39.70	0.00	66,279,100	0.00	0.00	50.00	54,470,800	0.00	0.00	150.00	75,909,100	0.00	0.00	127.40	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	
1/12/2021	December 1st	47,119,000	0.00	0.00	21.00	609,000	0.00	0.00	39.70	0.00	66,566,600	0.88	0.88	49.12	59,231,900	14.61	14.61	135.39	75,909,100	0.00	0.00	127.40	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	15.49
1/1/2022	January 1st	47,119,000	0.00	0.00	21.00	609,000	0.00	0.00	39.70	0.00	68,282,400	5.27	6.15	43.85	62,838,500	11.07	25.68	124.32	75,912,900	0.01	0.01	127.39	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	16.35
1/2/2022	February 1st	47,119,000	0.00	0.00	21.00	609,000	0.00	0.00	39.70	0.00	70,528,500	6.89	13.04	36.96	65,811,300	9.12	34.81	115.19	75,912,900	0.00	0.01	127.39	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	16.02
1/3/2022	March 1st	47,119,000	0.00	0.00	21.00	609,000	0.00	0.00	39.70	0.00	72,315,900	5.49	18.53	31.47	68,878,700	9.41	44.22	105.78	75,912,900	0.00	0.01	127.39	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	14.90
1/4/2022	April 1st	47,125,000	0.02	0.02	20.98	610,000	0.00	0.00	39.70	0.02	74,251,400	5.94	24.47	25.53	70,495,100	4.96	49.18	100.82	77,599,900	5.18	5.19	122.21	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	16.10
1/5/2022	May 1st	47,399,000	0.84	0.86	20.14	610,000	0.00	0.00	39.70	0.84	76,548,100	7.05	31.52	18.48	70,545,700	0.16	49.34	100.66	80,949,600	10.28	15.47	111.93	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	18.33
1/6/2022	June 1st	47,739,000	1.04	1.90	19.10	610,000	0.00	0.00	39.70	1.04	79,876,000	10.21	41.73	8.27	71,918,200	4.21	53.55	96.45	86,107,900	15.83	31.30	96.10	0.00	0.00	0.00	90.40	0.00	0.00	0.00	88.10	31.30
1/7/2022	July 1st	47,883,000	0.44	2.34	18.66	619,000	0.03	0.03	39.67	0.47	83,259,000	10.38	52.11	-2.11	75,854,800	12.08	65.63	84.37	91,275,100	15.86	47.16	80.24	0	0.00	0.00	90.40	0	0.00	0.00	88.10	38.79
1/8/2022	August 1st	48,297,000	1.27	3.62	17.38	619,000	0.00	0.03	39.67	1.27	86,608,000	10.28	62.39	-12.39	80,446,100	14.09	79.72	70.28	97,022,300	17.64	64.80	62.60	0	0.00	0.00	90.40	0	0.00	0.00	88.10	43.28
1/9/2022	September 1st	48,829,000	1.63	5.25	15.75	794,000	0.54	0.57	39.13	2.17	88,399,000	5.50	67.89	-17.89	84,921,300	13.73	93.46	56.54	102,232,000	15.99	80.79	46.61	0	0.00	0.00	90.40	0	0.00	0.00	88.10	37.39
1/10/2022	October 1st	49,372,000	1.67	6.91	14.09	794,000	0.00	0.57	39.13	1.67	90,367,600	6.04	73.93	-23.93	88,729,400	11.69	105.14	44.86	107,310,500	15.59	96.37	31.03	0	0.00	0.00	90.40	0	0.00	0.00	88.10	34.98
1/11/2022	November 1st	49,659,000	0.88	7.80	13.20	802,000	0.02	0.59	39.11	0.91	90,473,600	0.33	74.26	-24.26	90,320,300	4.88	110.03	39.97	112,729,800	16.63	113.01	14.39	0	0.00	0.00	90.40	0	0.00	0.00	88.10	22.75
	Annual Total		7.80						39.70	8.39				74.26				110.03													

Comments
The "Remaining Annual Volume" for each well does not include banking. It is the remaining annual appropriation value.

During the month of September 2022 the meter for the A-1 well rolled over. An imaginary 1 was added to the reading. Will start the 2023 water year with the actual read.

**Town of Elizabeth
Denver Basin Wells - Monthly Accounting**

HRS Water Consultants, Inc.

**2021 Water Year Meter Serial # 69269247 Meter Serial #
 Permit 75162-F Permit 05
 Lower Dawson Denv

 Middle School Well A Middle Scho**

Water Year 2021	Month	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Meter Reading gallons
1/11/2020	November 1st	45,669,000			107,000
1/12/2020	December 1st	45,669,000	0.00	0.00	107,000
1/1/2021	January 1st	45,669,000	0.00	0.00	107,000
1/2/2021	February 1st	45,669,000	0.00	0.00	107,000
1/3/2021	March 1st	45,669,000	0.00	0.00	107,000
1/4/2021	April 1st	45,669,000	0.00	0.00	107,000
1/5/2021	May 1st	45,669,000	0.00	0.00	107,000
1/6/2021	June 1st	46,066,000	1.22	1.22	107,000
1/7/2021	July 1st	46,144,000	0.24	1.46	107,000
1/8/2021	August 1st	46,179,000	0.11	1.57	107,000
1/9/2021	September 1st	46,644,000	1.43	2.99	385,000
1/10/2021	October 1st	47,004,000	1.10	4.10	609,000
1/11/2021	November 1st	47,119,000	0.35	4.45	609,000
	Annual Total		4.45		

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 ol Well B

School
 Wells
 Total

Meter Serial # 20083304
 Permit 15617-F-R
 Dawson
 Well No. 2

Meter Serial #
 Permit 162
 Denv
 Bishop V

Monthly Volume af	Cumulative Total af	Monthly Volume af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Meter Reading gallons
			53,802,400			31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	0.00	53,802,400	0.00	0.00	31,652,000
0.00	0.00	1.22	55,022,600	3.74	3.74	33,681,000
0.00	0.00	0.24	56,786,300	5.41	9.16	37,959,600
0.00	0.00	0.11	58,345,100	4.78	13.94	42,396,600
0.85	0.85	2.28	61,350,400	9.22	23.17	46,470,900
0.69	1.54	1.79	64,596,400	9.96	33.13	49,583,400
0.00	1.54	0.35	66,279,100	5.16	38.29	54,470,800
1.54		5.99		38.29		

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Meter Serial # 20072055
 Permit 044454-F
 Arapahoe

Meter Serial # To be added.
 Permit 84415-F
 Denver

Well A

Well A-1

Well D-2

Monthly Volume af	Cumulative Total af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	Meter Reading gallons	Monthly Volume af
		25,772,700				
0.00	0.00	30,155,900	13.45	13.45	0.00	0.00
0.00	0.00	34,328,700	12.81	26.26	0.00	0.00
0.00	0.00	38,535,300	12.91	39.17	0.00	0.00
0.00	0.00	42,574,100	12.40	51.57	0.00	0.00
0.00	0.00	46,678,800	12.60	64.16	0.00	0.00
0.00	0.00	51,463,100	14.68	78.85	0.00	0.00
6.23	6.23	54,233,600	8.50	87.35	0.00	0.00
13.13	19.36	58,656,400	13.57	100.92	0.00	0.00
13.62	32.98	64,343,700	17.45	118.38	0.00	0.00
12.50	45.48	70,236,100	18.08	136.46	0.00	0.00
9.55	55.03	75,228,300	15.32	151.78	0.00	0.00
15.00	70.03	75,909,100	2.09	153.87	0.00	0.00
70.03			153.87			0.00

**Meter Serial # To be added.
Permit 84416-F
Arapahoe**

Well A-2

Cumulative Total af	Meter Reading gallons	Monthly Volume af	Cumulative Total af	All Wells Monthly Volume af
0.00	0.00	0.00	0.00	13.45
0.00	0.00	0.00	0.00	12.81
0.00	0.00	0.00	0.00	12.91
0.00	0.00	0.00	0.00	12.40
0.00	0.00	0.00	0.00	12.60
0.00	0.00	0.00	0.00	14.68
0.00	0.00	0.00	0.00	19.69
0.00	0.00	0.00	0.00	32.36
0.00	0.00	0.00	0.00	35.96
0.00	0.00	0.00	0.00	42.09
0.00	0.00	0.00	0.00	36.63
0.00	0.00	0.00	0.00	22.61
		0.00		

**Town of Elizabeth
Monthly Accounting - Leases**

HRS Water Consultants, Inc.

2022 Water Year

Duke Lease - Entered into August 24, 2004.

Month	Total Gold Creek Effluent		Difference/Surplus Effluent
	Usage (af)	Duke Lease (af)	
November	13.60	1.7	11.90
December	14.25	1.3	12.95
January	15.32	0.9	14.42
February	13.39	0.7	12.69
March	14.83	0.5	14.33
April	14.05	0.4	13.65
May	14.31	0.3	14.01
June	14.74	0.4	14.34
July	14.59	0.9	13.69
August	14.63	2.1	12.53
September	13.52	3.3	10.22
October	15.19	2.5	12.69
WY Total	172.4	15.0	132.6

**Town of Elizabeth
Monthly Accounting - Leases**

HRS Water Consultants, Inc.

2021 Water Year

Duke Lease - Entered into August 24, 2004.

Month	Total Gold Creek Effluent Usage (af)	Duke Lease (af)	Difference/Surplus Effluent (af)
November	12.83	1.7	11.13
December	12.65	1.3	11.35
January	13.29	0.9	12.39
February	12.88	0.7	12.18
March	12.02	0.5	11.52
April	12.74	0.4	12.34
May	13.45	0.3	13.15
June	12.70	0.4	12.30
July	12.70	0.9	11.80
August	12.70	2.1	10.60
September	12.39	3.3	9.09
October	13.48	2.5	10.98
WY Total	153.8	15.0	116.4

**Town of Elizabeth
Banking - Denver Basin Wells**

HRS Water Consultants, Inc.

Arapahoe Well A-1 Annual Appropriation (af/yr) = 127.4
 Lower Dawson School Well A Annual Appropriation (af/yr) = 21
 Denver School Well B Annual Appropriation (af/yr) = 39.7
 Arapahoe Well A-2 Annual Appropriation (af/yr) = 88.1
 Denver Well D-2 Annual Appropriation (af/yr) = 90.4

This annual volume can be exceed pursuant to Case No. 18CW3073. The wellfield limit is 153.4 af/yr.
 This annual volume can be exceed pursuant to Case No. 18CW3073. The wellfield limit is 152.7 af/yr.

Year	Arapahoe Well A-1 Production (af)	Arapahoe Well A-1 Banked Volume (af)	Arapahoe Well A-1 Cumulative Banked Volume (af)	School Well A Production (af)	School Well A Banked Volume (af)	School Well A Cumulative Banked Volume (af)	School Well B Production (af)	School Well B Banked Volume (af)	School Well B Cumulative Banked Volume (af)	Arapahoe Well A-2 Production (af)	Arapahoe Well A-2 Banked Volume (af)	Arapahoe Well A-2 Cumulative Banked Volume (af)	Denver Well D-2 Production (af)	Denver Well D-2 Banked Volume (af)	Denver Well D-2 Cumulative Banked Volume (af)
1996															
1997															
1998															
1999															
2000															
2001															
2002															
2003															
2004															
2005															
2006	112.74	14.66	14.66	0	21	21	0.19	39.51	39.51						
2007	27.94	99.46	114.12	0.01	20.99	41.99	0.08	39.62	79.13						
2008	109.29	18.11	132.22	4.84	16.16	58.15	0	39.7	118.83						
2009	80.43	46.97	179.19	20.58	0.42	58.57	17.24	22.46	141.29						
2010	80.75	46.65	225.84	9.66	11.34	69.91	30.23	9.47	150.76						
2011	61.66	65.74	291.58	0	21	90.91	57.89	-18.19	132.57						
2012	68.22	59.18	350.77	0	21	111.91	31.51	8.19	140.76						
2013	89.75	37.65	388.42	5.47	15.53	127.44	23.92	15.78	156.54						
2014	60.99	66.41	454.84	9.35	11.65	139.09	24.05	15.65	172.19						
2015	60.58	66.82	521.66	12.18	8.82	147.91	21.6	18.1	190.29						
2016	62.75	64.65	586.31	14.98	6.02	153.93	21.87	17.83	208.12						
2017	60.96	66.44	652.75	17.67	3.33	157.26	0.1	39.6	247.72						
2018	31.05	96.35	749.09	18.56	2.44	159.7	20.37	19.33	267.05						
2019	109.56	17.84	766.94	11.93	9.07	168.77	4.82	34.88	301.93						
2020	121.73	5.67	772.60	19.26	1.74	170.51	0.04	39.66	341.59	0.00	88.10	88.10	0.00	90.40	90.40
2021	153.87	-26.47	746.13	4.45	16.55	187.06	1.54	38.16	379.75	0.00	88.10	176.20	0.00	90.40	180.80
2022	113.01	14.39	760.53	7.80	13.20	200.26	0.59	39.11	418.86	0.00	88.10	264.30	0.00	90.40	271.20
2023	109.12	18.28	778.81	8.45	12.55	212.81	0.45	39.25	458.11	59.92	28.18	292.48	52.98	37.42	308.62
2024															
2025															