



TOWN OF ELIZABETH

TOWN OF ELIZABETH

WORKSHOP DISCUSSION ON TRUSTEE APPLICANTS
Tuesday, February 27, 2024, at 6:00 PM

BOARD OF TRUSTEES REGULAR MEETING
Tuesday, February 27, 2024, at 7:00 PM
Town Hall, 151 S. Banner Street

Conferencing Access Information: This is viewing only access.

<https://us02web.zoom.us/j/87670046547?pwd=QU14SkFucVpvU09YVVFBNUN9nUVIHUT09>

Join via phone at 1 669 900 9128 Meeting ID: 876 7004 6547

Meeting Passcode: 111465

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 February 13, 2024, at 7:00 p.m.

PROCLAMATION

- [2.](#) Abor Day Proclamation – Mayor Payne

NEW BUSINESS

3. Discussion and possible action on postponing the appointment of a new Trustee – Patrick Davidson
4. Update on the Federal IJA Grants – Stacy Salling ECCG

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

- [5.](#) Discussion and possible action on Employee Handbook updates – Patrick Davidson
- [6.](#) Discussion and possible action on Resolution 24R11, a Resolution supporting the Grant Application for a GOCO Planning and Capacity Grant from the State Board of the Great Outdoors Colorado Trust Fund and the completion of the Greater Elizabeth Parks, Trails, and Open Space Master Plan – Zach Higgins
- [7.](#) Discussion and possible action on a sponsorship of the Elizabeth Stampede – Michelle Oeser

MANAGEMENT MONITORING REPORTS

- [8.](#) Management Monitoring Reports

STUDENT LIAISON REPORT

- 9. Student Liaison Report – Shaye Lovato

BOARD OF TRUSTEES REPORTS

- 10. Board Reports

MINUTES

- [11.](#) Minutes of the Main Street Board of Directors January 22, 2024

EXECUTIVE SESSION

- 12. “To hold a conference with the Town’s attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402 (4)(b),” regarding eminent domain process.

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

February 13, 2024

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, February 13, 2024, at 7:03 p.m. by Mayor Pro Tem Linda Secrist.

ROLL CALL

Present were Mayor Pro Tem Linda Secrist, Mayor Appointed Tammy Payne, and Trustees Loren Einspahr, Joe Belongia, Barb McGinn, and Marianne Mayer-Opl. There was a quorum to do business.

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

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Secrist led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

Steven Freer – Town of Elizabeth Resident
Angela Ternus – Town of Elizabeth Resident
Megan Vasquez – 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 January 23, 2024

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

The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

NEW BUSINESS



2. Discussion and possible action on Resolution 24R09, a Resolution ratifying the Appointment of Tammy Payne as Mayor

Ms. Oeser provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Mayer-Opl, to approve Resolution 24R09, a Resolution ratifying the Appointment of Tammy Payne as Mayor.
The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

3. Swearing in of the New Mayor by the Town Clerk

Ms. Oeser swore in Mayor Payne. Mayor Payne took her seat at the Board table.

4. STARS sponsorship request

Mr. Davidson provided a Staff report. Ms. Vasquez was present to represent the Elizabeth Education Foundation and give a background on the STARS banquet.

Motion by Mayor Payne, seconded by Trustee Mayer-Opl, to approve a \$500.00 sponsorship to the Elizabeth Education Foundation for the STARS banquet.
The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

5. Elizabeth Stampede Rodeo Board

Mr. Davidson introduced the Elizabeth Stampede Rodeo Board Members Kevin Whitacre and Allison Almquist. Discussion followed.

6. Discussion and possible action regarding the appointment of Cynthia Thye to the Planning Commission as a voting member with a term through 12/31/2027

Ms. Thye introduced herself to the Board.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to appoint Cynthia Thye to the Planning Commission as a voting member with a term through 12/31/2027.
The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

7. Interview Trustee Candidates

Board members interviewed applicants, Steven Freer, Amanda Facilla, Michael Schroder, and Anthony Malacrida.

8. Discussion and possible appointment of a new Trustee with a term through November 5, 2024



Motion made by Trustee Einspahr, seconded by Mayor Pro Tem Secrist, to postpone an appointment of a Trustee to the next meeting of February 27, 2024.

The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

9. Discussion and possible action on Resolution 24R10, a Resolution to amend and designate “No Parking” Zones in the Town of Elizabeth from November 1st to May 1st of each year

Mr. DeVol provided a Staff report.

Motion made by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R10, a Resolution to amend and designate “No Parking” Zones in the Town of Elizabeth from November 1st to May 1st of each year.

The vote of those Trustees present was 6 in favor and 0 opposed. Motion passed unanimously.

MANAGEMENT REPORTS

- Town Administrator Patrick Davidson did not have anything to add.
- Trustee Mayer-Opl inquired about Independence Water.
- Community Development Director Zach Higgins.
 - Mr. Higgins said that the department is quite busy.
 - Main Street Board of Directors (MSBOD) voted Linda Bulmer as President and Brandon Jeffress as Vice President.
 - MSBOD will shift budgeted funds to cover the cost of purchasing the Locable program.
 - The Historic Advisory Board is busy working on numerous projects.
 - 2 Plat revisions for Legacy Village will be coming to the Board in the future.
 - Code updates will come to the Board in the future.
 - Mayor Payne asked if all voting Planning Commission seats are filled.
 - Mr. Higgins stated there is 1 non-voting seat open on the Planning Commission.
- Public Works Director Mike DeVol
 - A street sweeper has been purchased for the Town.
 - 2 electronic sign trailers have been purchased for the Town.
 - Public Works has two Water and Wastewater positions open.
 - A new employee has been hired in Public Works.
 - Snow removal is going well.
 - Public Works is working to clean up salt/sand.
 - Mr. DeVol answered Mr. Freer’s question on the location of the Town trail system.



- Trustee Einspahr asked about pipe stacked on Pine Ridge.
- Trustee Mayer-Opl thanked Public Works for doing an excellent job during the snowstorm.
- Chief of Police Jeff Engel
 - Chief Engel let the Board know that an agreement for dog impoundment has been entered into with Wags N Walks in Franktown.
 - Chief Engel told the Board that Jenny Case did a fantastic job managing the agreement process with Wags N Walks.
 - Chief Engel said that the Police Department will be working with the Municipal Court system on impoundments.
 - Chief Engel let the Board know that Officers have moved to 12-hour shifts.
 - One potential officer candidate has moved onto the psychological testing step of the hiring process.
 - A second potential officer candidate is moving through the background check step of the hiring process.
 - Chief Engel commented that it had been a very busy weekend for the Police Department.
 - Officers and SROs have been busy at the High School.
 - The Police Department will be attending webinars on juvenile custodial interviews.
 - Chief Engel gave some information on a Conference he attended in Broomfield.
 - Chief Engel stated that the Police Department is looking into the Colorado Information Sharing program.
 - The department is working to get crime numbers up to date.
 - The department has completed tactical combat care training.
 - Trustee Einspahr asked about Flock cameras.
 - Mayor Payne asked how long after new officers are hired it would be before 12-hour shifts can change.
 - Student Liaison Levato thanked Officer Herbel for keeping the High School safe.
 - Discussion on SWAT tiers.
- Town Clerk Michelle Oeser
 - Ms. Oeser let the Board know that CORE Electric has donated \$500 towards the Town's Birthday Bash Movie Night.
 - Ms. Oeser explained the circumstances that occurred with Ms. Ternus's CORA request.



- The Board unanimously agreed to show the Cars movie at the Town Birthday Bash.

BOARD OF TRUSTEE REPORTS

- Mayor Payne thanked the Board for their confidence in appointing her as Mayor.
- Mayor Payne thanked Mayor Pro Tem Secrist for covering and running meetings for the time between Mayors.

STUDENT LIAISON REPORT

- Student Liaison Lavato informed the Board of the success of Wish Week at the High School.
- Ms. Lavato stated that Hunter’s Legacy was very fun.
- Brave the Shave was successful again this year.
- Tickets have gone on sale for the High School play, *Mean Girls*.

MINUTES

6. Minutes of the Main Street Board of Directors Board Meeting of December 11, 2023

ADJOURNMENT

Motion by Trustee Belongia, seconded by Trustee Einspahr, to adjourn the meeting at 9:30 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Mayor Tammy Payne

Arbor Day Proclamation

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW, THEREFORE, I Tammy Payne Mayor of the City of
Elizabeth, do hereby proclaim
May 18, 2024 as

Arbor Day

in the City of Elizabeth, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____ in the year _____

Mayor _____



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: February 27, 2024
SUBJECT: Proposed Administrative Policies and Amendments to Employee Handbook

BACKGROUND

On February 10, 2024, the Board of Trustees conducted a workshop during which the topic of recruitment and retention of law enforcement officers was discussed. Several options and opportunities were explored, and the Board provided general direction to explore the following: (1) implementation of a take-home vehicle policy; (2) a stipend for all employees in need of childcare/daycare for minor children; and (3) the Town sponsoring candidates seeking P.O.S.T. certification.

While the Town Administrator is authorized to promulgate administrative regulations which are reasonably necessary to effectuate the policies established in the Employee Handbook, these specific items are outside the scope of authorized actions. As such, the Board must provide direction for the implementation of these amendments to the Employee Handbook. Should the Board approve of these changes, they will then be reduced to formal Administrative Regulations until such time as the Board of Trustees revisits a full amendment to the Employee Handbook [estimated to occur in November/December 2024.]

ANALYSIS

1. Take-Home Vehicle Policy. The policy would allow for specific staff members to make use of Town-owned vehicles for specific purposes. Because the use of a take-home vehicle is viewed by the Internal Revenue Service (IRS) as a “commuting benefit”, a nominal taxable income will be reflected on a qualifying employee’s reported income. The policy, as provided, is in relation only to the Employee Handbook and does not reflect the additional language that may be required for a specific department such as PD or PW. Those specialized terms and conditions would not require additional action by the Board of Trustees.

The cost of take-home vehicles is nominal in light of the overall vehicle expenses of the Town. Assuming an employee commutes 40 miles/day roundtrip for 4 days per week, the total distance per year is approximately 7,600 miles per year. The vehicle will average 20 miles per gallon, for a total of 380 gallons of fuel per year. As of February 12, 2024, the average price per gallon of unleaded fuel in the Rocky Mountain Region was \$2.79/gallon. As such, the cost would average a little more than \$1,000 per year per commuting vehicle in terms of fuel.

The costs of vehicle longevity, wear/tear, and depreciation will overall shorten the depreciation life of the vehicle by approximately a year under ideal conditions. However, this can be adjusted by extending the depreciation schedule for the vehicle and holding vehicles in service an additional 1-2 years with nominal impact to the fleet.

Overall, the estimated expense per year is likely \$2,500-\$3,000 per year. In relation to hourly compensation, it is the equivalent of approximately \$1.44/hour raise. For the reasons previously noted during the Workshop, the use of a reliable take-home vehicle is likely substantially more valuable to an employee than the equivalent raise in hourly pay.

2. Childcare Stipend. As discussed by the Board, one of the benefits offered by other municipalities is a childcare or daycare stipend. It should be noted that there are substantial restrictions within the proposed policy which narrow applicability to those seeking to use third parties as childcare providers. Additionally, there are age restrictions and custody restrictions also imposed. Finally, the amount of \$250.00 per month, per child, was used as a starting point for discussions. Childcare is far more expensive than \$250.00 per month per child, but the Town also has limitations as to its ability to fully fund such benefits.

It is believed that there are currently six (6) children of staff which would meet these conditions. As such, the monthly cost is approximately \$1,500.00 per month or \$18,000.00 per year in total. This number is likely to fluctuate as children age and are no longer eligible, and as new employees are hired which may have younger children. Lastly, this benefit would be subject to annual appropriation by the Board through the budget process. As such, should financial conditions require these payments to be scaled back or to cease, there is a means of ending the program.

In relation to hourly compensation, assuming an employee has two (2) children meeting the eligibility criteria, the total annual payment would be approximately \$6,000.00. Dividing this amount by a standard 2080 work year would equate to approximately \$2.88/hour raise for those eligible employees. However, unlike a traditional raise, the amount is not constant and fixed for the employee's term of employment.

3. P.O.S.T. Sponsorship. One of the concerns raised in attracting prospective officers is many agencies fund P.O.S.T. training and education. The cost of P.O.S.T. training varies based on the specific school/academy but generally is between \$7,000.00 and \$10,000.00 for the training component. It should be clear that this change to the Handbook merely allows the Chief to entertain this option on a case-by-case basis. Also, more specific agreements would be required between the prospective employee and the Town to solidify the years of service from the employee in exchange for sponsorship. In the event an employee were to leave early, then the P.O.S.T. sponsorship would be pro-rated.

STAFF RECOMMENDATION

Staff recommends the above-mentioned policies as more fully discussed within prior memorandums and the February 10, 2024, workshop.

BUDGET CONSIDERATION

None of the above-referenced items are contemplated in the 2024 budget. It is believed that sufficient latitude exists within the existing department budgets to implement these policies. This arises, at least in part, due to less than full staffing within the General Fund, including PD and PW. For purposes of 2025, additional consideration must be given as to the sustainability of the programs long-term. Also, during 2024, the Finance Director will be able to calculate and better ascertain the overall costs of these programs through the year for budgeting in 2025.

ATTACHMENT(S)

DRAFT – Admin Reg 2 – Take-Home Vehicle Policy

DRAFT – Take-Home Vehicle Agreement

DRAFT – Admin Reg 3 – Childcare Stipend

DRAFT – Admin Reg 4 – P.O.S.T. Sponsorship



ADMINISTRATIVE REGULATION 2
Amendment to Employee Handbook
Inclusion of Section 2-C-19 Regarding Take-Home Use of Town Vehicles

AUTHORITY:

Section 1-A-2 of the *Town of Elizabeth Employee Handbook* (Effective January 1, 2023) states as follows: “[T]he Town Administrator is authorized to promulgate administrative regulations to implement the policies set forth in this Handbook, so long as such policies are consistent with the language of the Handbook.”

PURPOSE AND BACKGROUND

Establish procedures that promote vehicle usage in an efficient and economical manner. Provide consistent and understandable guidelines related to staff vehicle assignment, and appropriately maintain Town-owned resources.

The Employee Handbook is silent regarding the ability for employees to make use of Town-owned vehicles for use as take-home vehicles. However, such uses are customary in municipal government, particularly for employees in sensitive/emergency services positions, utility on-call positions, and supervisors. Additionally, such use does occur within the Town of Elizabeth, even though it is not reduced to formal authority.

ANALYSIS

For purposes of establishing formal written authority, as well as establishing policies for use of said take-home vehicles, it is advisable to establish this Administrative Regulation specifically setting forth such authority.

ESTABLISHED LANGUAGE

2-C-19 Establishment of Take-Home Vehicles for Certain Positions

The Town Administrator, in consultation with a Department Head, may authorize a take-home vehicle to those employees who have management or supervisory duties and those who are expected to respond to operational emergencies from the employee’s residence during off-duty hours. These vehicles are provided for use while commuting between a residence and a work location, in addition to using them for business purposes during the normal workweek. Typically, these employees occupy positions where it is impractical to go to an alternative location to obtain a Town vehicle, particularly in the event of an emergency.

Only Town employees will be allowed to drive a Town-owned vehicle unless in the event of an emergency. Vehicle operators shall drive in a safe and courteous manner at all times and in compliance with all traffic laws. All vehicle operators shall have a valid driver's license; shall always utilize seat belts; shall not consume or be under the influence of alcoholic beverages or controlled substances; and shall refrain from smoking in the vehicle.

Employees assigned a take-home vehicle are authorized to drive such vehicles to and from work. Such employees are prohibited from using these vehicles during non-work hours for personal use (e.g. weekends or holidays). The take-home vehicle may be used to transport a family member for incidental stops (i.e., driving a child to school, or a companion to an after-hours, work related function.)

In keeping with the "commuting benefit" under the Internal Revenue Service (IRS), the Town has identified a take-home vehicle as a non-cash fringe benefit of \$3.00 per day for each day a take-home vehicle is used. This amount is calculated and based upon federal tax regulations. As such, any employee with a take-home vehicle shall have this amount included as taxable income on employee wage and tax statements.

EFFECTIVE DATE

Administrative Regulation 2 shall go into effect March 1, 2024, and remain in effect unless or until otherwise amended or restated.

ADDITIONAL INFORMATION

Take-Home Vehicle Use Agreement

Patrick G. Davidson, Town Administrator
Town of Elizabeth

**TOWN OF ELIZABETH
TAKE-HOME VEHICLE USE AGREEMENT**

Pursuant to the *Town of Elizabeth's Employee Handbook*, specifically Section 2-C-19, all employees assigned a Take-Home vehicle are required to complete and sign this form:

EMPLOYEE NAME: _____

DEPARTMENT: _____

VEHICLE NUMBER: _____

VEHICLE LICENSE PLATE #: _____

MAKE/MODEL OF VEHICLE: _____

DATE ASSIGNED TO EMPLOYEE: _____

The Town of Elizabeth has provided you with the use of a Take-Home vehicle, which allows you to commute to and from work in this vehicle. You may not use said vehicle for personal purposes other than commuting or de minimis personal purposes as set forth in the policy (i.e. driving a child to school).

As of the effective date of this policy, the Town of Elizabeth will include a taxable, non-cash fringe benefit of \$3.00 per day at the end of each month as part of the compensation for each employee making use of a Take-Home vehicle. You must maintain and submit documentation to the Finance Manager demonstrating the number of commutes per month.

Employees found to be in violation of these policies are subject to disciplinary action and may be required to substantiate all business and personal use of the vehicle. Also, note that the abuse of the policy, such as personal use of the vehicle will likely result in a fringe benefit calculation that could far exceed the \$3.00 per day compensation. If documentation is not provided to the Finance Manager, the IRS specifically requires the Town of Elizabeth to assume that all use of the vehicle is entirely personal and to account for the same on your annual W-2.

Employee Signature: _____ Date: _____

Department Head Approval: _____ Date: _____

Town Administrator Approval: _____ Date: _____

Finance Manager Approval: _____ Date: _____



ADMINISTRATIVE REGULATION 3
Amendment to Employee Handbook
Establishment of Section 4-B-10 Stipend for Qualifying Childcare Services

AUTHORITY:

Section 1-A-2 of the *Town of Elizabeth Employee Handbook* (Effective January 1, 2023) states as follows: “[T]he Town Administrator is authorized to promulgate administrative regulations to implement the policies set forth in this Handbook, so long as such policies are consistent with the language of the Handbook.”

Additionally, the Board of Trustees has requested this Section be established to create an additional hiring and retention benefit for the Town of Elizabeth, subject to annual appropriation through the budget process.

PURPOSE AND BACKGROUND

A hinderance to recruiting and retaining employees at the Town of Elizabeth is the shortage of daycare and/or childcare providers in the community. As of the date of this Administrative Regulation, there are no known licensed daycare or childcare providers within the Town. Additionally, the cost of maintaining daycare and/or childcare once an appropriate provider is found remains nearly price prohibitive.

ANALYSIS

While the Town of Elizabeth is unable to offer its own services at this time and is unable to fully fund daycare and/or childcare for full-time (40 hour) employees, the payment of a stipend is designed to assist an eligible employee in offsetting the costs of care while they are required to be at work.

ESTABLISHED LANGUAGE

Section 4-B-10 Stipend for Qualifying Childcare Services

Every full-time (40 hour) employee, whether exempt or nonexempt, shall be paid the sum of two hundred fifty dollars (\$250.00) per month, per child, for which an employee requires childcare services. This payment shall be tendered to the eligible employee as part of the regular bi-weekly payment schedule subject to the following requirements, restrictions, and qualifications:

- Payment under this Section is eligible to any employee who has care, custody, or control of a minor child for at least 50% of the calendar year.

- Payment under this Section may be eligible for caregivers, such as stepparents, grandparents, and related individuals who have guardianship, conservatorship, or are otherwise legally responsible for a child for which they seek the stipend.
- Payment under this Section is not permitted for purposes of payment to family members, relatives, friends, and others who are not specifically in the daycare or childcare business. [For example, this program is not available to offset or provide compensation to a grandparent watching a minor child who does not own or maintain a licensed facility.]
- Payment under this Section is available for any minor child from birth to thirteen (13) years of age, and with consent of the Administrator and the employee's Department Head, may be expanded to the age of eighteen (18) under special circumstances.

The employee seeking compensation for childcare shall be required to provide the name, address, telephone number, and related information from the daycare and/or childcare provider. In addition, the Town may reasonably request copies of any invoices, bills, or payments to any daycare and/or childcare provider as may be necessary for purposes of the Town's internal bookkeeping, accounting, and audits.

Any amount paid under this Administrative Regulation may have personal income tax implications, and any employee seeking to make use of the program should determine the implications of making use of the program within their personal income tax situation.

EFFECTIVE DATE

Administrative Regulation 3 shall go into effect April 1, 2024, and shall be reflected in the first payroll following that specific date.

ADDITIONAL INFORMATION

None

Patrick G. Davidson, Town Administrator
Town of Elizabeth



ADMINISTRATIVE REGULATION 4

Amendment to Employee Handbook

Establishment of Section 4-A -9 Special Conditions for Hiring Within the Police Department and Section 4-D-4 Educational Opportunities Related to Hiring Within the Police Department

AUTHORITY:

Section 1-A-2 of the *Town of Elizabeth Employee Handbook* (Effective January 1, 2023) states as follows: “[T]he Town Administrator is authorized to promulgate administrative regulations to implement the policies set forth in this Handbook, so long as such policies are consistent with the language of the Handbook.”

Additionally, the Board of Trustees has authorized the implementation of the policies set forth herein as a means of recruiting, hiring, and retaining officers within the Elizabeth Police Department.

PURPOSE AND BACKGROUND

The Town of Elizabeth experiences difficulties in recruiting, hiring and retaining officers to meet entry level positions within the Elizabeth Police Department. One of the concerns is the lack of financial sponsorship for candidates seeking a position in law enforcement. Many, if not most, competitive agencies in the Town’s geographic area provide financial assistance in terms of both sponsorship of candidates during P.O.S.T. training as well as a nominal stipend during the P.O.S.T. education process.

ANALYSIS

The purpose of both Section 4-A-9 and 4-D-4 is to acknowledge within the *Town of Elizabeth Employee Handbook* that special conditions may exist with regard to the hiring, education, and placement of new officers within the Elizabeth Police Department.

ESTABLISHED LANGUAGE

Section 4-A-9 Special Conditions for Hiring Within the Police Department

The Chief of Police, or their designee, may enter into an agreement with any prospective employee of the Elizabeth Police Department wherein the Town will pay the costs associated with a prospective employee receiving P.O.S.T. certification. The Chief of Police, or their designee, shall retain sole authority to determine whether a prospective employee is eligible for this opportunity, and shall enter into an *Elizabeth Police Department Training Agreement* to reflect the terms and conditions of any such agreement.

Section 4-D-4 Educational Opportunities Related to Hiring Within the Police Department

In addition to the professional development opportunities provided by the Town of Elizabeth, prospective employees of the Elizabeth Police Department may have the opportunity to have P.O.S.T. training and certification paid for by the Town of Elizabeth.

EFFECTIVE DATE

Administrative Regulation 4-A-9 and 4-D-4 shall go into effect upon consent of the Elizabeth Board of Trustees and shall remain in effect until directed otherwise.

ADDITIONAL INFORMATION

None

Patrick G. Davidson, Town Administrator
Town of Elizabeth

DRAFT



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, Community Development Director
DATE: February 27, 2024
SUBJECT: Resolution 24R11

HISTORY

The Town has allocated for the 2024 budget year, \$50,000.00 to be utilized for a parks, trails, and open space master plan. The Elizabeth Parks and Recreation District have allocated \$40,000.00 for the current budget year to complete a similar master plan. In an effort to be more comprehensive in our planning efforts, a collaborative effort was sought to include the Town of Elizabeth, the Elizabeth Parks and Recreation District, and the Elizabeth School District.

It was identified by Staff that GOCO has a Planning and Capacity Grant offering that can fund master planning efforts, including parks, trails, and open space master plans. As well, there is an understanding that a collaborative and wholistic approach to planning must be undertaken in order to receive future construction funding for improvements from GOCO Grant Funding. There is no match requirement for this grant funding, but the Town of Elizabeth and the Elizabeth Parks and Recreation District have previously allocated a combined total of \$90,000.00 towards this planning effort.

The master planning process is currently planned to include the boundaries of the Town of Elizabeth, the Elizabeth Parks and Recreation District, and the Elizabeth School District. Efforts would be made to include non-profits and other organizations within the community to solicit feedback. Paper and digital surveys would be distributed and in-person events held to gather support and feedback throughout the planning area. The Elizabeth High School students would be engaged to provide feedback in a meaningful way and create project leadership opportunities. The anticipated timeline for the master planning process is roughly May of 2024 through May of 2025.

SUMMARY

The Town of Elizabeth has an opportunity to be a part of a more wholistic and comprehensive parks, trails, and open space master planning effort which not only leverages funds from the Elizabeth Parks and Recreation District, but also GOCO Grant funds in the amount of \$125,000.00. As part of the application process, GOCO requires a resolution of support from each partnering agency's governing body.

STAFF RECOMMENDATION

Staff recommends approval of Resolution 24R11, a Resolution supporting the grant application for a GOCO Planning and Capacity Grant from the state board of the Great Outdoors Colorado Trust Fund and the completion of the Greater Elizabeth Parks, Trails, and Open Space Master Plan.

EXHIBIT(S)

Resolution 24R11

RESOLUTION 24R11

A RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A GOCO PLANNING AND CAPACITY GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND AND THE COMPLETION OF THE GREATER ELIZABETH PARKS, TRAILS, AND OPEN SPACE MASTER PLAN.

WHEREAS, the Town of Elizabeth supports the Great Outdoors Colorado grant application for the Greater Elizabeth Parks, Trails, and Open Space Master Plan. And if the grant is awarded, the Town of Elizabeth supports the completion of the project.

WHEREAS, the Town of Elizabeth has requested \$125,000.00 from Great Outdoors Colorado to create the Greater Elizabeth Parks, Trails, and Open Space Master Plan.

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

SECTION 1. The Board of Trustees of the Town of Elizabeth strongly supports the application for a grant with Great Outdoors Colorado.

SECTION 2. If the grant is awarded, the Board of Trustees of the Town of Elizabeth strongly supports the fulfillment of the project.

SECTION 3. If the grant is awarded, the Board of Trustees hereby authorizes the Mayor of Elizabeth to sign the grant agreement with Great Outdoors Colorado.

SECTION 4. If the grant is awarded, the Board of Trustees of the Town of Elizabeth authorizes the expenditure of funds necessary to meet the terms and obligations of the grant agreement.

SECTION 5. This resolution to be in full force and effect from and after its passage and approval.

PASSED, APPROVED, and ADOPTED this ____ day of February 2024, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of ____ for and ____ against.

Tammy Payne, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk



TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: February 27, 2024
SUBJECT: Stampede Sponsorship

SUMMARY

Staff received a sponsorship request from the Stampede Rodeo Board of Directors. Historically, the Board annually sponsors the Stampede Rodeo. Last year, the Rodeo Board of Directors did not request sponsorship because all they felt the Town already did enough to support them. However, the Board determined that they still wanted to support their efforts and instead donated to the Elizabeth Stampede Foundation. Over the last two years, the Board has approved \$600 in sponsorship or donation. I have included a sponsorship chart that the Board can review to determine the amount they would like to sponsor if they choose to do so. Also included is a Sponsorship fact sheet and 2024 Vendor for Ads and Signs information.

Currently, the Board has sponsored \$306.00 for Wreaths Across America and \$500.00 to the Elizabeth Education Foundation for the STARS Banquet. The Contribution and Sponsorship budget for 2024 is \$3,000.00.

Below is the email request I received from the Stampede Rodeo Board.

Thank you for your previous partnership with the Elizabeth Stampede Rodeo. Our 2023 event was one for the record books - amazing crowds, dynamic contestants, stunning performances, and just a little bit of mud and rain. The only way that any of those things come together is through your support.

2024 is shaping up to be another amazing rodeo in the pines of Elizabeth (JUNE 6,7,8,9) and we are putting our final touches on our Sponsor plan. I wanted to reach out to provide key information for this year's packages, specifications, and deadlines. We give our existing sponsors the first right of refusal for their previous packages, and we ask that you let us know by March 1 if you would like to continue with your partnership this year.

ATTACHMENTS(S)

- Sponsorship Fact Sheet
- 2024 Vendor for Ads and Signs
- Sponsorship Chart 2024



Sponsorship Fact Sheet - What you need to know for 2024

<p>March 1 – Last day to confirm 2024 sponsorship March 12 – Advertisements due for magazine May 31 – Last day to drop off arena signs/banners</p>	<p>June 1 Kickoff Party Casey Jones Park</p>	<p>June 5 Payment Due</p>	
<p>June 6 Concert</p>	<p>June 7, 8, 9 PRCA Rodeo</p>	<p>June 10 Workday If you need your signs back, pick up signs at Casey Jones or they will be stored for 2025.</p>	<p>November 16 Holiday Party Kiowa, Elbert County Fairgrounds.</p>

Signs/Banners, Magazine Advertisements**
Due Date: March 12

Deliver to: sponsors@elizabethstampede.com

Arena Signs/Banners and Flags
Due Date: May 31

Deliver to: Drop off at Casey Jones
 5:00 – 6:30 pm

Tickets

Confirm if your tickets will be in the stands or Sponsor Tent based on your specific sponsor package.

You will receive a code to redeem for tickets and they sell out faster than previous years so arrange your tickets early (first come first served).

If you do have any questions on your tickets, contact: sponsors@elizabethstampede.com

Tickets go on sale to the public on April 1

If you need assistance with creating these items, contact:

<p>Magazine Ad Design, Signs/Banners, Logo Design Ireland Creative 720-581-0018 Irelandraecreative2023@gmail.com</p>	<p>Flags, Sign Design Royal B Threads 505-553-6276 www.royalbthreads.com</p> <p>Sign Printing <i>We have a vendor who prints our signs to specs and delivers to the arena. Ireland Creative can arrange.</i></p>
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Vendor Spaces

If you require a vendor space, let us know asap. Must be confirmed with Vendor Committee; first come first served, so contact early. Sponsors receiving vendor space with their package will pay deposit to reserve space (returned following rodeo), contact:

****The deadline for the magazine to have an advertisement must be met; we cannot extend this date.**
 Ads for magazines, logos, and sign artwork must be high-resolution/print-ready “Vector” logos to print clearly and correctly. Please note that what looks good on a computer screen doesn’t always look good when blown up to the print quality needed for the magazine and the size required for signs.

Our partners listed above can assist you in your design and work with our Committee to get printed. You will need to arrange details directly with them. These partners have our specifications/requirements.

- The size and layout requirements of magazine advertisements are specific to the ad size you receive.
- Any signs that go into the arena/grandstand area need to meet specifications for the type of material and size. The details will be provided based on where your sponsor package is, but the most common is 32” (h) x 72” (w), which is Coroplast material. No vinyl banners are allowed on the inside arena fences. Gate banners have strict requirements for the safety of the arena crew. We will work with you on these.
- If you wish to use the arena sign/banner for your business at other events after our rodeo, please arrange to pick it up during the Workday noted above.

Thank you for your partnership. Contact: Sponsors@elizabethstampede.com 720-838-7356



ADVERTISING SPECIFICATIONS

Publication trim size: 8.25" wide x 11" deep.

Acceptable materials: The Elizabeth Stampede accepts 4-color (CMYK color break) camera-ready materials in digital PDF or jpg format (300 resolution). Proofs for approval are not provided on camera ready ads. Camera ready ads supplied by advertiser received need to be in correct size and format required, for optimum production in program. If your ad is submitted in too low of resolution, and not meeting size/specs that are detailed on this page, it will have to be rebuilt at advertisers expense. The Stampede is not responsible for any typos or quality of reprint production on camera read ads supplied not according to detailed requirements.

Font Type: It's recommended at least 10-point sans serif type (bold or medium weight) when reversing type.

AD SIZES

1/8 PAGE AD	3.5"W x 2.45" H
1/4 PAGE AD	3.5"W x 5" H
Half page:	7.25"W x 5" H
Full page:	7.25"W x 10"H

DIGITAL AD SUBMISSIONS

Platform: Macintosh & PC format

Media: Email, Drop Box or USB Flash card

File formats: Photoshop, Illustrator, Press Ready CMYK, Print-Optimized PDF, .or jpg (300 resolution, CMYK)
The document size must be set to the ad size.

Linked graphics: Include all graphics files in EPS format in a folder labeled "Graphics." Size to 100% at a resolution of 300 dpi for halftones & 600-1200 dpi for line art.

Fonts: We recommend that you outline your fonts in your PDF or jpg submissions. Only Postscript Type 1 fonts are acceptable. We cannot use TrueType fonts. Embed or convert to outline all text contained within graphic files. We reserve the right to substitute our fonts for any fonts that are not included.

METHOD OF DELIVERY

Digital ads under 10MB may be submitted via e-mail to: sponsors@elizabethstampede.com.

Larger ads can be submitted on a USB flash card or Drop box.

SIGNAGE SPECIFICATIONS

Trim size: 72" wide x 32" deep for typical sponsor banner/sign.

Acceptable materials: Coroplast for any signs on the inside arena fence. Include six grommets. All other sizes will be specified based on gate/location.

FLAG SPECIFICATIONS

Trim size: 3' x 5'

Acceptable materials: Pole pocket and two grommets. Standard size. Make sure material is not "see-through" and consider having a dual side print so spectators can see your logo from both sides. Keep the design simple so logos are clear.

Ireland Rae CREATIVE

☎ 720.581.0018

✉ irelandraecreative2023@gmail.com

Facebook@IrelandRaeCreativeGroup

IrelandRaeCreativeGroup.com

ELIZABETH STAMPEDE RODEO
AD & BANNER DESIGN COST



If needed, ad and banner designs cost:

1/8 page \$ 30

1/4 page \$ 50

1/2 page \$ 75

Full Page \$150

Social Media Artwork- \$75

We can also create social media matching your advertising in the magazine and banner- supporting Elizabeth Stampede Rodeo - that you can place on your business social media platforms, and tag Elizabeth Stampede.

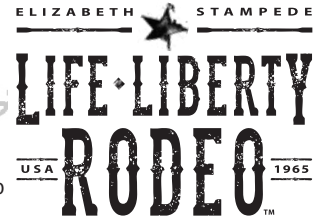
Ad design is invoiced separate and paid at time of ad approval, prior to publication.

Production times to be discussed at time of order placement which need to be received no later than one week prior to rodeo deadlines

Make Checks Payable to: Karen Carter
Mail to: 34899 Cimarron Trail, Elizabeth, CO 80107



2024 STAMPEDE SPONSORSHIPS



Gold Buckle Sponsorships

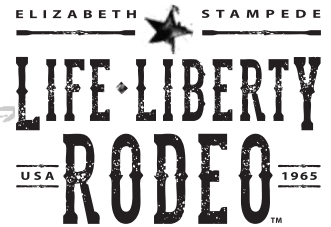
Additional opportunities for our Rodeo, Concert, Rodeo Booster Club, as well as sponsorship packages for Royalty, Community Rodeo, and Foundation events are also available. Contact Sponsors@ElizabethStampede.com for more information. Advertisements and signs/banners have set deadlines. Please review your emails for information.

SPONSORSHIP LEVELS	PRESENTING SPONSOR	PREMIER PLUS PARTNER	PREMIER PARTNER	SILVER BUCKLE PARTNER	OUTLAW PARTNER	CHUTE BOSS PARTNER
2023 BENEFITS	1 @ \$30,000	2 @ \$15,000	2 @ \$10,000	2 @ \$7,500	2 @ \$7,000	6 @ \$5,000
ADVERTISING IN MAGAZINE (DEADLINE MARCH 10)	Premier Location, Back cover + 1 internal page OR double spread; cover logo	1 page internal ad; prime location; logo on cover	1 page internal ad	3/4 page ad	1/2 page ad	1/2 page ad
ADVERTISING IN ESR POSTERS/ADS	Presenting Sponsor name/logo Logo on tickets	Sponsor logo on posters/ads; Logo on tickets	Sponsor logo on posters/ads; Logo on tickets	Sponsor logo on posters & tickets	Sponsor logo on posters	Sponsor logo on posters
SCOREBOARD VISIBILITY	Video Commercial, logo and signage	Logo displayed during rodeo & video (you provide)	Logo displayed during rodeo & video (you provide)	Logo displayed during rodeo & grand entry	Logo displayed during rodeo & grand entry	Logo displayed during rodeo & grand entry
GOLD BUCKLE TENT ACCESS	10 Crow's Nest* Tickets each perf & VIP Concert tickets	10 Seats in Sponsor Tent for your perf.	10 Seats in Sponsor Tent for your perf.	10 Wristbands to Sponsor Tent (Total)	6 Wristbands to Sponsor Tent (Total)	6 Wristbands to Sponsor Tent (Total)
GRAND ENTRY PARTICIPATION	Lead Flag in each perf & parade, rep invited to join	Flag in each perf & parade	Flag in each perf & parade	Flag in each perf & parade	Flag in each perf & parade	Flag in each perf & parade
SIGNAGE & RECOGNITION DURING RODEO	Up to 6 banners/signs in high visibility areas	Up to 4 banners/signs in high visibility areas	Up to 4 banners/signs in high visibility areas	Up to 2 banners/signs posted	1 banner on gate, 1 banner in arena; signs posted	2 banners in area/stands; signs posted
INSIDE BUCKING CHUTES	Logo x2 to be prominently displayed	Logo to be prominently displayed	Logo to be displayed	Logo to be displayed	Logo to be displayed	Logo to be displayed
ANNOUNCEMENT DURING RODEO	Commercial play during rodeo	Announcements during rodeo perf	Announcements during rodeo perf	Announcements during rodeo perf	Announcements during rodeo perf	Announcements during rodeo perf
SOCIAL MEDIA	Share & Advertise	Share & Announcement	Share & Announcement	Share & Announcement	Share & Announcement	Share & Announcement
PROMOTIONAL ITEMS (SHIRTS, COZIES...FOR CROWD)	You can provide promo items for crowd during breaks; Selfie Wall for photos	Can provide promo items for crowd	Can provide promo items for crowd	Can provide promo items for crowd	Can provide promo items for crowd	Can provide promo items for crowd
PARKING	5VIP parking passes	3 spaces, spectator lot	3 spaces, spectator lot	2spaces, spectator lot	2 spaces, spectator lot	2 spaces, spectator lot
VENDOR SPACE	Inside gate prime 20x10 space	20x10 space	20x10 space	10x10 space	10x10 space	10x10 space
BEHIND THE CHUTES TOUR	Personal chute tour w/Royalty	Personalized chute tour	Personalized chute tour	Tour with group	Tour with group	Tour with group
WEBSITE	Logo display year-round; link to web	Logo display year-round	Logo display year-round	Logo display year-round	Logo display year-round	Logo display year-round
STAMPEDE HOLIDAY & KICKOFF PARTIES	Invites for 10 reserved table: sponsor buckle	Invites for 8 people; sponsor buckle	Invites for 8 people; sponsor buckle	Invites for 6 people; sponsor buckle	Invites for 6 people	Invites for 6 people



STAMPEDE SPONSORSHIPS

YEAR-ROUND PARTNERSHIPS



SPONSORSHIP LEVELS	COMMUNITY SUSTAINING PARTNER	CROSSFIRE PARTNER	WILD & WOOLY (MUTTON BUSTIN')
BENEFITS	1 @ \$10,000 \$5,000 to Rodeo, \$3,000 to Concert, and \$1,000 each to Community Rodeo and Royalty	5 @ \$5,000 \$3,000 to Rodeo, \$1,000 to Concert, and \$500 each to Community Rodeo and Royalty	1 @ \$5,000 (SOLD OUT)
ADVERTISING IN MAGAZINE	1 page Internal ad	1/2 page ad	1/4 page ad
SCOREBOARD VISIBILITY	Sponsor logo on posters/ads for Rodeo, Concert, Community Rodeo	Logo displayed during rodeo	Logo shown during intros/event
GOLD BUCKLE TENT	10 seats in Sponsor Tent	6 wristbands to Sponsor Tent	4 Wristbands to Sponsor Tent or General Admission Tickets
GRAND ENTRY PARTICIPATION	Flag in each perf & parade	No	Flag during event & parade
SIGNAGE & RECOGNITION DURING RODEO	2 banners/signs posted	2 banners/signs posted	1 Banner located where the sheep break free!
ANNOUNCEMENT DURING RODEO	Announcements during rodeo perf	Announcements during rodeo perf	Yes
SOCIAL MEDIA LISTING OF NAME	Yes	Yes	Yes
PROMOTIONAL ITEMS FOR CROWD (OPT)	Yes	Yes	Yes
PARKING	2 spaces spectator lot passes, total	2 spaces spectator lot passes, total	2 spaces spectator lot passes, total
BEHIND THE CHUTES TOUR	Tour with group	Tour with group	Included
WEBSITE LISTS LOGO/NAME	Logo display year-round	Logo display year-round	Yes
STAMPEDE HOLIDAY & KICKOFF PARTIES	Invites for 10 people & reserved table	Invites for 6 people	Invites for 4 people

Advertisements and signs/banners have set deadlines. Please review your emails for information.

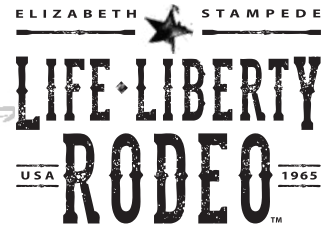
Additional opportunities for our Rodeo, Concert, as well as sponsorship packages for Royalty, Community Rodeo, and Foundation events are also available. Contact Sponsors@ElizabethStampede.com for more information.

Passes to tent or tickets are for a single performance. If you have 4 seats/passes/tickets they can be allocated all four together for a single performance or you could use one ticket per each of the four performances, for a total of four tickets.



STAMPEDE SPONSORSHIPS

LOCAL RODEO PARTNERSHIPS



SPONSORSHIP LEVELS	BEER GARDEN	RIMFIRE PARTNER	TRAIL BOSS (EVENT SPONSOR)	TOP SCOUT (INSIDE BUCKING CHUTES)	TOP HAND	WRANGLER
BENEFITS	1 @ \$5,000	5 @ \$3,000 \$1,500 to Rodeo, \$500 to each Concert, Community Rodeo and Royalty	8 @ \$2,500	6 @ \$2,000	20 @ \$875	20 @ \$600
ADVERTISING IN MAGAZINE	1/2 page ad	1/4 page ad	1/4 page ad	1/4 page ad	1/8 page ad	1/8 page ad
SCOREBOARD VISIBILITY	Logo displayed during rodeo & grand entry	Logo displayed during rodeo	Logo shown during intros	Logo shown during intros	Name shown during intros	Name shown during intros
SEATING #	6 Wristbands to Sponsor Tent or General Admission Tickets	4 General Admission Tickets	4 Wristbands to Sponsor Tent or General Admission Tickets	4 General Admission Tickets (must be ordered during pre-sale)	2 General Admission Tickets (must be ordered during pre-sale)	2 General Admission Tickets (must be ordered during pre-sale)
GRAND ENTRY PARTICIPATION	Flag in each perf & parade	—	Flag during event & parade	—	—	—
SIGNAGE & RECOGNITION DURING RODEO	1 Banner at Beer Garden & Announcements during rodeo	2 Banners in arena/stands; signs posted	2 Banners on Rodeo fences or Grandstands	2 Banners on Grandstands; logo on backside of Chutes (you provide)	2 Banners on Grandstands	1 Banner on Grandstands
ANNOUNCEMENT DURING RODEO	Yes	—	Yes	Yes	Scoreboard	Scoreboard
SOCIAL MEDIA LISTING OF NAME (SHARED POST)	Yes	Yes	Yes	Yes	Yes	Yes
PROMOTIONAL ITEMS FOR CROWD (OPT)	Can provide promo items for crowd	Yes	Yes	Yes	Yes	Yes
PARKING	3 spaces spectator lot passes, total	2 spaces spectator lot passes, total	2 spaces spectator lot passes, total	1 space spectator lot pass, total	—	—
BEHIND THE CHUTES TOUR (90 MINUTES PRIOR TO PERF)	Included	Tour with group	Included	Included	Included	Included
WEBSITE LISTS LOGO/NAME	Yes	Logo display year-round	Yes	Yes	Yes	Yes

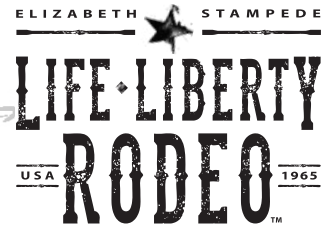
Additional opportunities for our Rodeo, Concert, as well as sponsorship packages for Royalty, Community Rodeo, and Foundation events are also available. Contact Sponsors@ElizabethStampede.com for more information.

Passes to tent or tickets are for a single performance. If you have 4 seats/passes/tickets they can be allocated all four together for a single performance or you could use one ticket per each of the four performances, for a total of four tickets.



STAMPEDE SPONSORSHIPS

CONCERT SPONSORS



Additional opportunities for our Rodeo, Concert, Rodeo Booster Club, as well as sponsorship packages for Royalty, Community Rodeo, and Foundation events are also available. Contact Sponsors@ElizabethStampede.com for more information.

PRESENTING SPONSOR	CONCERT STAGE PARTNER	GOLD RECORD PARTNER	TWO STEP PARTNER	SOUND CHECK PARTNER
1 @ \$15,000	4 @ \$5,000	6 @ \$2,500	10 @ \$1,000	10 @ \$500
BENEFITS <ul style="list-style-type: none"> - 10 VIP hospitality tickets with meet and greet tickets - 1 large banner across top of the stage, two inside of arena, two on the grandstands during concert - 5 VIP parking passes - Logo and name displayed on digital scoreboard - Website exposure year-round and top billing on all concert promotions as title sponsor - 4 sponsor tent passes to the PRCA rodeo performance of your choice 	BENEFITS <ul style="list-style-type: none"> - 6 VIP hospitality tickets - 2 banners on the stage, and two inside of arena during concert - 3 VIP parking passes - Logo and name displayed on digital scoreboard - Website exposure year-round and top billing on all concert promotions as title sponsor 	BENEFITS <ul style="list-style-type: none"> - 4 reserved tickets - 2 banners on the scoreboard during concert - 2 VIP parking passes - Logo and name displayed on digital scoreboard - Website exposure year-round 	BENEFITS <ul style="list-style-type: none"> - 4 reserved tickets - 2 banners in the arena during concert - Logo and name displayed on digital scoreboard - Website exposure year-round 	BENEFITS <ul style="list-style-type: none"> - 2 reserved tickets - 1 banner in the arena during concert - Logo and name displayed on digital scoreboard

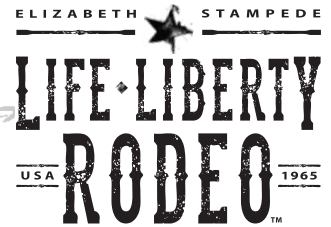
COMMUNITY RODEO SPONSORS

PRESENTING SPONSOR	EVENT SPONSOR	SUPPORTING SPONSOR
1 @ \$2,500	10 @ \$500	20 @ \$150
<ul style="list-style-type: none"> - Three (3) Banners posted at rodeo grounds (two in arena and one on Crow's Nest) during the Community Rodeo. - Flag flown during Grand Entry ceremony. - Your business logo prominently placed on all print advertising. - VIP seats in Crow's Nest or special section in stands featuring the best view of the action. 	<ul style="list-style-type: none"> - Opportunity to present champion's award to each event champion, in the arena. - Announcement at the beginning of the performance and during sponsor appreciation announcements. - Name and logo prominently featured on the Community Rodeo page of the Elizabeth Stampede website with a Direct Link to Your Web Site. 	<ul style="list-style-type: none"> - Your business featured or tagged in social media promotions for the Community Rodeo and throughout the year. - Booth space by the arena for you to promote your business or services.
	<ul style="list-style-type: none"> - Pick the event you want to sponsor first come, first served. - Two (2) Banners posted in arena. - Flag flown during Grand Entry ceremony. - Your business logo placed on print advertising. - Your business name and logo featured on the Community Rodeo page of the website. - Your business featured or tagged in select social media promotions. 	<ul style="list-style-type: none"> - One (1) Banner posted in arena during the Community Rodeo. Banner to be provided by Sponsor. - Your business announced during select sponsor appreciation announcements. - Your business name listed on the Community Rodeo page of the website. - Your business featured or tagged in select social media promotions for the Community Rodeo.



STAMPEDE SPONSORSHIPS

ROYALTY SPONSORS



All packages are flexible and can be tailored. Contact royalty@elizabethstampede.com
 Elizabeth Stampede Rodeo Sponsorship Committee | P.O. Box 1062 | Elizabeth, CO 80107

TURQUOISE PARTNER	GOLD PARTNER	SILVER PARTNER	HORSEMANSHIP PARTNER	ROYALTY PARTNER
2 @ \$1,500	4 @ \$800	4 @ \$500	8 @ \$250 or In-Kind Donation	Unlimited @ \$125 or In-Kind Donation
<p>BENEFITS</p> <ul style="list-style-type: none"> - ADVERTISING: One (1) Sign displayed on horse trailer used by Elizabeth Stampede Royalty for the period of one (1) year. Sign to be provided by sponsor, in accordance with specifications. - BANNER: Two (2) Banners posted on rodeo grounds during PRCA rodeo performances. - ROYALTY LUNCHEON: Invitation for two (2) to participate in our royalty luncheon, with Stampede and visiting queens. - MAGAZINE: Your business name printed in Royalty sponsor section of the Elizabeth Stampede Magazine. - TICKETS: Two (2) wristbands to sponsor tent during the PRCA Rodeo performances of your choice (<i>Excludes Friday Saturday night performance</i>). - SADDLE STAMPING of Your Business Name on the saddle given to the rodeo queen at the fall awards ceremony. (<i>Limited time available for saddle making</i>) - AUTOGRAPH CARD: Your logo on autograph cards that are given out by the queen and attendant year-round. - SOCIAL MEDIA: Sponsorship shoutouts on Royalty Facebook, Instagram, and other social platforms. 	<p>BENEFITS</p> <ul style="list-style-type: none"> - ROYALTY LUNCHEON: Invitation for two (2) to participate in our royalty luncheon, with Stampede and visiting queens. - BANNER: One (1) Banner posted at rodeo hospitality tent during the luncheon. - BANNER: One (1) Banners posted on rodeo grandstands during PRCA rodeo performances. - MAGAZINE: Your business name printed in Royalty sponsor section of the Elizabeth Stampede Magazine. - TICKETS: Two (2) general admission tickets to the afternoon PRCA Rodeo performances of your choice. (<i>Excludes Friday Saturday night performance</i>). - AUTOGRAPH CARD: Your logo on autograph cards. - SOCIAL MEDIA: Sponsorship shoutouts on Royalty Facebook, Instagram, and other social platforms. 	<p>BENEFITS</p> <ul style="list-style-type: none"> - BANNER: One (1) Banner posted on rodeo grounds during the PRCA rodeo performances. (<i>Vinyl banner to be provided by sponsor, size not to exceed 3' x 3' with grommets for hanging</i>). - MAGAZINE: Your business name printed in Royalty sponsor section of the Elizabeth Stampede Magazine. - AUTOGRAPH CARD: Your name on autograph cards that are given out by the queen and attendant year-round. - SOCIAL MEDIA: Sponsorship shoutouts on Royalty Facebook, Instagram, and other social platforms. 	<p>BENEFITS</p> <ul style="list-style-type: none"> - MAGAZINE: Your business name printed in Royalty Sponsor section of the Elizabeth Stampede Magazine. - YEAR-ROUND SUPPORT: Proud Supporter Window Decal. 	<p>BENEFITS</p> <ul style="list-style-type: none"> - YEAR-ROUND SUPPORT: Proud Supporter Window Decal.

ROYALTY SPONSORSHIP BENEFITS

- **WEBSITE EXPOSURE:** Your business name featured on Royalty page of Elizabethstampede.com. The web site gives you year-long exposure.
- **MAGAZINE EXPOSURE:** Our rodeo program is delivered to more than 15,000 local residents from Kiowa to Castle Rock.



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: February 15, 2024
SUBJECT: Meeting Notes from Vision Workshop Number #1 for 2024

BACKGROUND

On February 10, 2024, the Board held its first vision meeting for 2024. The meeting presented the following topics for discussion: (1) EPD Operations and Staffing, (2) Annexation and Comprehensive Plan Analysis, (3) Update on Community and Senior Activity Center, (4) Data Driven Development, (5) Expansion of Trees/Tree Farm in the Community.

ANALYSIS

(1) EPD Operations and Staffing. A general discussion was held regarding the existing law enforcement capabilities within Elbert County and the Town of Elizabeth. Specifically, both entities are understaffed. Additional discussions were held with regard to the nature and extent of crime in the community; the types of crimes encountered; reporting concerns, and related items. The topics of officer recruitment and retention were also discussed. While the Town is financially unable to compete with other agencies in nearby communities, there remain opportunities to expand the police department to meet the community's needs. Topics discussed included (a) take-home vehicles; (b) academy sponsorship; (c) childcare/daycare stipends; (d) opportunities for specialized training; and (e) creation of a GS-style pay grade system. General direction was provided to review the costs of all proposed actions, and to report back to the Board as soon as the analysis is complete.

(2) Annexation and Comprehensive Plan Analysis. A specific discussion was held with regard to growth and development opportunities in and around the Town of Elizabeth. A Town map was provided, and a discussion was had regarding those properties adjacent to, or surrounded by, the Town of Elizabeth, which could be annexed into the community. A total of three (3) small properties were identified which *could* be annexed into the Town, upon an appropriate application and study. Each property identified was less than five (5) acres in area and would most likely be used for commercial purposes. All other growth in and around the Town of Elizabeth is prevented by existing ranchettes, physical boundaries, and service concerns. As such, the potential for growth of the Town is minimal at best, and the Town should be considered "landlocked" for future growth and/or development.

Staff provided an analysis of the existing Comprehensive Plan for the Town of Elizabeth. [Neither the current administrator nor community development director participated in the creation of

the Plan.] Staff identified numerous problems with the existing plan including (a) the plan does not make use of existing zoning terms or conditions as part of the plan itself; (b) the plan unnecessarily encompasses a full 3-mile radius which includes land beyond the reasonable growth potential of the Town; (c) the plan unnecessarily exerts pressure on Douglas County and the Franktown area; (d) the plan focuses unduly on the theoretical aspects of growth, with no analysis as to the practical application of growth; and (e) the plan is overly broad, unrealistic, and inappropriate and is unworkable in its current form.

The cost of a new Comprehensive Plan is at least \$300,000, and at this time it is not believed grant funds are available. A modification and amendment to the current Comprehensive Plan would be approximately \$150,000. Due to the very limited future development of the Town of Elizabeth and the lack of viable lands for annexation, Staff strongly recommended no amendments be sought to the Comprehensive Plan. Additionally, in conjunction with Board discussions, while the Comprehensive Plan should be provided some deference as to its applicability, its role in future land use and development should be weighed and treated accordingly. As such, the driving feature of development should be taken into consideration in the Comprehensive Plan, but not as the driving and deciding authority in development. The Board agreed, and it was noted that Community Development will make the appropriate notation on any future land use applications.

(3) Update on Community and Senior Activity Center. The Board was updated with regard to a DOLA funding opportunity for March 2024 for design and engineering of the proposed Center. The anticipated construction costs for the facility are approximately \$455.00/sq. ft. or approximately \$4.5M for the entire facility. Estimated engineering expenses are estimated at 7% of construction costs, or approximately \$382,000.

The DOLA funding opportunity is based on a 50-50 match of up to \$200,000. As such, the Town's current budget allocates \$200,000 for design and engineering, thereby meeting both the DOLA 50-50 match requirement, as well as the estimated costs of 7%. Application will be made for the March 2024 funding.

(4) Data Driven Development. A follow-up discussion was had with the newest members of the Board regarding Placer.AI for data collection. Specifically, the process allows the Town to receive information which could be useful for event planning, business recruitment/retention/development, and for planning for emergency responses. Staff is split in balancing the need for the information, against the budget, and general philosophical concerns as to how the information is collected by third parties. The Board provided no clear direction moving forward, but there was vocal resistance to the process. This item will be held pending further direction by the Board of Trustees.

(5) Expansion of Trees/Tree Farm in the Community. With regard to expansion of trees in the community, the discussion began with acknowledging the following: (1) the Town is a member of Tree-City USA; (2) the Town as an organization, and the community as a whole, has a considerable number of damaged, diseased, or dead trees caused by storm events over the past

several years; and (3) the establishment of trees improves the community, acts as natural breaks to wind/noise/view, and incentivizes residential property owners to establish trees for their properties as well.

Initially, the discussion involved the conversion of the “community garden” to a tree farm for purposes of establishing trees and bushes for replanting on Town properties. The location provides ready access to water, security, and access for Town employees. Additionally, the acquisition of trees from Elizabeth Parks & Rec for transplanting to the South 40, Running Creek Park and other locations around Town. Staff has been instructed to get further information in this regard, and to present it to the Board at a later date.

BUDGET CONSIDERATION

As discussed during the meeting, some of these topics do encompass possible budget considerations. To the extent any expenditures are anticipated, additional information will be timely provided to the Board of Trustees for action.

ATTACHMENT(S)

Copies of the Power Points, as presented, are attached to this Memorandum.

UPDATE ON POLICE DEPARTMENT OPERATIONS

February 10, 2024

Patrick Davidson, Town Administrator
Jeff Engel, Chief of Police



Policing in Elbert County and Elizabeth

Law Enforcement in Elbert County

- County operations generally should have 2.3 deputies per thousand citizens. Under 2019 numbers there should have been 57 deputies, but at that time ECSO had only 23 officers. Little has changed.
- County jurisdiction is approximately 1,800 sq. miles in size, with over 1,100 miles of gravel roads, and over 280 miles of asphalt roads.
- ECSO remains below advisable levels of staffing for patrols in the County.
- Populations in remote sections of the County, away from rapid response from deputies [Spring Valley, Independence, etc.] are increasing.
- Reduction in funding of the Sheriff's Department, repairs to the detention center, unionizing to increase salaries, and lack of commissioner support have led to a decrease in deputies.



Law Enforcement in Elizabeth

- Generally, should have one (1) officer for every 500 citizens at any point in time. Suggested staffing should be 4 officers on duty, 24/7.
- EPD is currently down three (3) positions – unfilled patrol position, recent resignation of a patrol position, recent resignation of a corporal position.
- These calculations do not include our officers dedicated to the SRO program during the school year, as well as the additional assignments that arise from school and Town events.

General Crime in Small Towns

- Statistically, the same crimes that occur in “big cities” occur in Elizabeth, independent of any growth that may occur in the community or the County.
- Contrary to anecdotal beliefs, increased population, inclusion of more affordable housing, and expansion of a community does not itself cause more crime.
- More residents simply increase the statistical likelihood of more events occurring.
- People do not look to move to a small town to create crime. They come with the mistaken belief they can avoid crime.

Specific Crimes Associated with Smaller Towns

Smaller communities also have certain specific types of crimes that are both underreported, as well as statistically more prevalent than in larger communities.

1. Domestic / Family Violence
2. Child Abuse / Neglect
3. Drug and Alcohol Abuse
4. Sexual Assaults including rape, incest, and statutory rape

Crime Comparisons – crimegrade.com

Town of Elizabeth

- Population is 2,100
- Poverty Rate is 3.6%
- Property Crime is 6.7* per 1,000
- Violent Crime is 8.6 per 1,000

Douglas County

- Population is 300,000
- Poverty Rate is 3.06%
- Property Crime is 36.08 per 1,000
- Violent Crime is 9.1 per 1,000

*Data varies considerably from 6.1 to 18.9 per 1,000.

CRIME REPORTING IN ELIZABETH

- Reporting of crime in Elizabeth is unique. Incidents of criminal acts go unreported and are otherwise expressed on social media sites.
- Empirical evidence demonstrates that Elizabeth has a tendency of being a closed culture, where criminal events are not disclosed or otherwise handled without law enforcement intervention.
- The reason for the higher property crime in Douglas County is the avenues of ingress and proximity to Denver.
- An overwhelming majority of property crimes are committed by a transient population that is coming to Douglas County. It's easy pickings. This will be coming to Elizabeth, whether the town has development or not. It's a matter of time.

Crime in Elizabeth

Specific crimes that are systematic and regularly occurring in Elizabeth and Elbert County:

1. Burglary and Larceny from both residences and businesses.
2. Proliferation of child pornography [creation and distribution] within the community and through the school system.
3. HWY 86 is a corridor for drugs, violent criminals and hidden in plain sight crimes (human trafficking).
4. High speed pursuits throughout the County – tied to retail theft and stolen vehicles.
5. Gang affiliation, criminal enterprises, cartel activities.

Interviews with Members of Elizabeth PD

Officer Interviews Regarding Operations

Interviews conducted of a total of six (6) members of the EPD, including all ranks, all positions, and various years of service.

Why do you stay at Elizabeth Police Department?

- Community Support
- Feeling of belonging, support fellow officers, comradery
- Relatively safe working conditions for law enforcement
- Support of Chief
- Friends and family in the community
- Pride in working for the Town of Elizabeth

Officer Interviews Regarding Operations

Why are you looking at other employment, or are leaving Elizabeth?

- Compensation, credit for years of service, COLA concerns:
 1. Average rent in Elbert county is \$2,899. Two-year veteran monthly income is \$5,420, excluding taxes and other deductions
 2. Reside with family or leave for Metro position due to housing costs
 3. Officer having to move back with their ex-spouse for financial reasons
 4. Officers are having to get part-time jobs
 5. Officers are having to use credit cards to afford daily living.

Officer Interviews Regarding Operations

Why are you looking at leaving Elizabeth?

- Lack of advancement opportunities (promotion) within the department.
- Better opportunities for personal and professional development.
- Work alone, lack of readily available resources (additional officers) to assist with maintaining a rapidly evolving situation.
- Lack of support from vocal members of the community.
- Lack of housing, stagnation in development, lack of career opportunities for spouse.

Recruiting and Retaining Officers

Ways to Recruit New Staff?



- Academy Sponsorship
- Stipend while attending the academy
- Take-home vehicle
- Housing Stipend
- Daycare Stipend for qualifying officers
- Career paths which incorporate financial incentives
- Build out plan for lateral (department) transfers
- Retain professional recruiter (expensive)

Operational Concerns

- *Maintain police services 24/7/365?*
- *Conscious decision to become a recruiting organization, with regular change and loss of patrol officers?*
- General considerations:
 1. Expectation of 3-year commitment for new officers?
 2. Average costs to hire and train an officer through probationary period is approximately \$100,000
 3. Generational difference – Generation Z is entering the workforce looking for a starting salary that is deserved.



Discussion, Comments,
Questions?



February 27, 2024

Town Clerk – Michelle Oeser

- Would the Board like to participate in the Annual Elizabash on June 8th. If so, Staff will reserve a spot.
- Registration is open for the CML Conference. The conference will be held in Loveland June 18-21. Hotel registration opened as well and will book up quickly. If you would like to attend, please contact me and I will help you get set up. <https://www.cml.org/conference>
- Letters of support have been sent out or are being sent out to a number of people, businesses, and agencies requesting support for the Town's DOLA Grant (community/senior center) application.
- Staff met with Marjorie Engle about working with the Town to sponsor some classes on Senior Resources available to our community members. Ms. Engle has been working on outreach and education about Senior Resources for many years. Meetings may include estate planning, financial planning, and other available resources. These events are free and open to anyone and everyone in the community. Staff feel this would be a wonderful opportunity to support our older adult community, which builds our Senior outreach with both the Senior Bag program and the new Police Citizen Welfare Program. In the future, Staff would like to find information and resources for family members of Seniors as well. For transparency to the Board and community, Ms. Engle is an Elbert County Resident and Realtor. Town sponsorship of a program like this would not be supporting or spotlighting her business, only the outreach and education on resources.



February 27, 2024

Zach Higgins, AICP Community Development Director

- Staff is working with Elizabeth Parks and Recreation District and Elizabeth School District on a joint Planning and Capacity Grant for a Parks, Trails, and Open Space Master Plan.
- Staff is presenting to the review committee for the DOLA EIAF Tier II Grant in regards to the \$1,000,000 grant request for the Main Street Streetscape Project.
- The Main Street Board and Staff have given DOLA approval to move forward with the contract with DHM and CORE Engineering to provide services for the Main Street Monument Sign. The first design meeting was held on June 26th at Town Hall. Stakeholders were in attendance to give DHM direction. The second meeting took place on August 14th where the gateway over Main Street option was chosen. The BOT has reviewed and given general direction to proceed with the MSBOD chosen option to complete design under DHM's contract.
- The MSBOD and HAB have given formal recommendation of a request to include a façade improvement grant in the Town budget for 2024. The BOT has given direction for Staff to work on the creation of the program. Staff have met with both the HAB and MSBOD to get feedback on the guidelines. The BOT has given general direction in regards to the program creation.
- The MSBOD is in the process of strategic planning to update their mission/vision statement as well as update their workplan to better reflect key goals identified by current Main Street Board Directors.
- 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. Two (2) HAB members and two (2) staff traveled to Brighton which recently implemented a historic district to get feedback from that community's staff and business owners about the process, overcoming contention, and feedback since implementation. The HAB has begun its efforts to restart this process throughout 2024.
- The HAB has started their Oral History program. Bob Rasmussen is leading this effort and is making great progress.
- The HAB has obtained 15 title reports from historic properties in Town and is working on creating full reports which can be shared with property owners and used to further their preservation efforts.
- CORE Engineering presented the Streetscape options based on the requested block-by-block analysis on June 27th. The BOT has given a recommendation to update the Cross-Sections based on this analysis. The BOT has formally adopted the updated Cross-Sections on 08/22/2023. CORE is working toward a first quarter 2024 deadline to finish the construction set and put the project out to bid. CORE has been working to update the construction set to reduce costs, particularly as it pertains to demolition of existing street pavement and storm sewer. CORE has provided updated drawings which will be discussed with the BOT at a future workshop.
- CDOT has processed the deeds for remnant parcels of land to the Town adjacent to the CR-13 realignment. Staff will now work to annex and zone said parcels.
- Staff have been working on creating a volunteer program and platform for the Town to be launched in Spring of 2024. A soft launch has occurred in the first quarter of 2024.
- The Planning Commission has requested a PUD evaluation to see if any Elizabeth Municipal Code revisions should be made due to commonalities. The intent would be to reduce the need for

to develop within the Town. The Planning Commission has identified two options for code amendments to be reviewed with the BOT at a future workshop.

- The Town has received confirmation of award from CDOT's Revitalizing Main Street Grant for the Main Street Streetscape Project of \$250,000.00.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024



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 **02/04/2024 at 12:01 a.m. to 02/17/2024 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.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

Total Calls for Service:

160

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assists to Other Agencies
7	3	4	0	0

Parking Violations:

Total Parking Violations:	Parking Citations:	Parking Written Warnings:	Parking Verbal Warnings:
7	0	7	0

Other Calls for Service:

Call Type:	Number of Calls:
911 Rapid SOS	3
Alarm-Bank	1
Alarm-Business Burglary	1
Animal Barking	1
Animal Complaint	3
Animal Cruelty	1
Animal Impound	1
Assault	2
Assist to Fire Department	1
Bar Check	1
Business Check	16
Child Abuse	3



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

Child Custody	1
Citizen Assist	2
Citizen Contact	7
Disturbance	1
Drug Offense	2
Follow Up	26
Harassment	1
Increased Patrol	27
Informational Report	2
Medical Assist	8
Motorist Assist	3
Motor Vehicle Accident with Property Damage	3
Parking Complaint	7
Report Evert Drunk Driver Immediately	3
Sex Assault on a Child	1
Suicidal Subject	4
Suspicious Circumstances	4
Suspicious Person	3
Suspicious Vehicle	2
Theft	1
Traffic Complaint	3
Traffic Stop	7
Unknown Trouble	1
Unwanted Subject	1
VIN Verify	4
Welfare Check	2



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

Open Patrol Division Criminal Investigations:

Case Number:	Call Type:	Details:
23-4633	Sex Offense	Investigation of sex offenses involving a juvenile.
23-4744	Burglary	Investigation into a burglary at a local building
23-4886	Fraud	Fraud Investigation
23-5283	Burglary	Investigation of a burglary at a property in Town
24-0073	Vehicle Trespass	Investigation into a trespass of a vehicle.
24-0184	Sex Offense	Investigation of sex offenses involving a juvenile.
24-0410	Assault	Investigation of an assault involving juveniles.
24-0444	Assault	Investigation of an assault involving juveniles.
24-0457	Fight	Investigation of a fight at a local business.
24-0459	Assault	Investigation of an assault involving a juvenile.
24-0477	Theft	Investigation of theft that occurred at a local business.
24-0482	Child Abuse	Investigation into alleged child abuse.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

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.
23-4802	Animal Control	Investigation into an animal complaint at a property in Town.
24-0496	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:

02/04/2024 to 02/17/2024

Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
24-0369	Driving Under the Influence	EPD responded to a report of an intoxicated driver. Upon contact with the motorist, it was determined that the driver was under the influence and was subsequently arrested and booked into the Elbert County Jail.
24-0348	Domestic Violence	EPD Officers responded to a residence on report of a physical domestic violence. After investigation, there was probable cause to support criminal charges. One suspect was arrested and booked into the Elbert County Jail.
23-4373	Animal Complaint	EPD Community Services closed an animal complaint. The owner had come into compliance with Town ordinances.
24-0400	Harassment	EPD investigated an alleged harassment that was taking place via phone. After investigation, there was insufficient evidence to support that a crime had been committed.
24-0323	Motor Vehicle Accident	EPD responded to a two-vehicle crash. After the investigation was concluded, the at fault driver was issued a municipal summons for a traffic offense.
24-0327	Animal Complaint	EPD Community Services responded to a dog running at large. The dog was contained and returned to the owner. A municipal summons was issued.
23-5534	Municipal Ordinance Violation	EPD Community Services closed a case regarding weed control on a property in Town.
24-0419	Minor in Possession of THC	EPD responded to a complaint at a local school that a juvenile was in possession of marijuana.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

		After investigation, the juvenile was issued a municipal summons.
24-0380	Motor Vehicle Accident	EPD responded to a single vehicle crash where the vehicle had struck a stop sign. The motorist was issued a municipal summons.
24-0424	Motor Vehicle Accident	EPD responded to a two-vehicle crash. After the investigation was concluded, the at fault driver was issued a municipal summons for a traffic offense.
24-0336	Burglary	EPD Officer responded to a possible burglary in progress at a residence in Town. After investigation, it was determined no crime had occurred.
24-0365	Theft	EPD responded to a theft at a local business. After investigation, no suspect could be identified.
24-0333	Child Custody	EPD responded to a child custody dispute. EPD remained on scene for the exchange and advised both parents of their civil remedies.
24-0100	Assault	EPD responded to a report of an assault that occurred at a local school. After investigation, the victim and their parents declined to pursue charges.
24-0406	Assault	EPD responded to a local school on a report of an assault. After investigation, the victim refused to cooperate with EPD, and the case was closed.
24-0491	Suspicious Circumstance	EPD responded to a report of an individual having a "hit list." After investigation, it was determined there was no credibility to this and the case was closed.
24-0509	Minor in Possession of THC	EPD responded to a complaint at a local school that a juvenile was in possession of marijuana. After investigation, the juvenile was issued a municipal summons.



TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

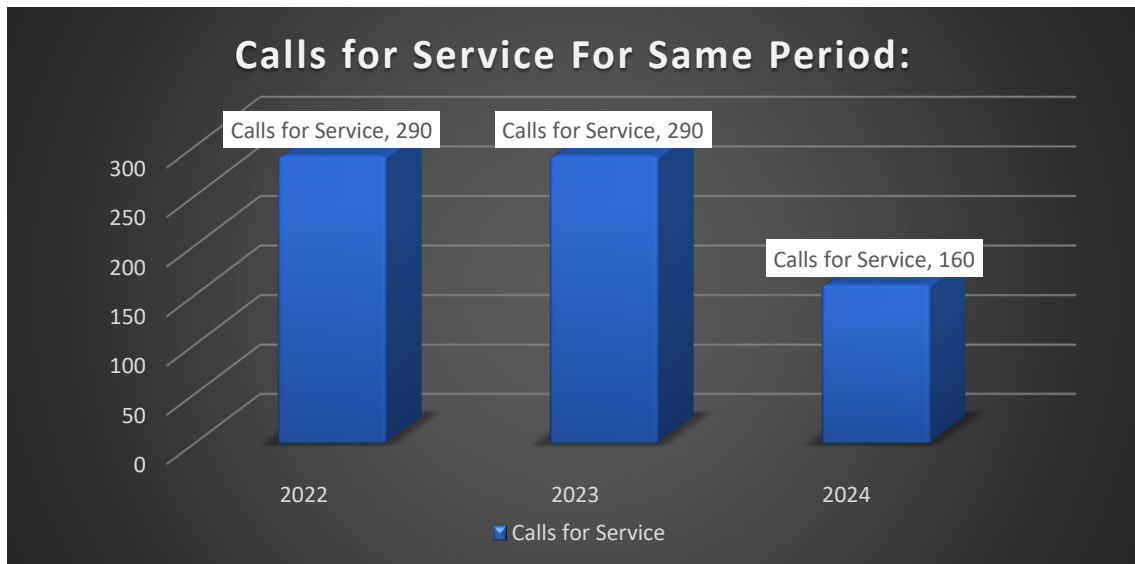
Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024

24-0510	Assist to Elbert County SO	An assault was reported to EPD. After preliminary investigation, it was determined that the alleged crime occurred outside of the Town. Elbert County Sheriff's Office was notified, and the case was forwarded to them.
24-0479	Driving Under the Influence	EPD responded to a report of an intoxicated driver at a local school. Upon contact with the motorist, it was determined that the driver was under the influence and was subsequently arrested and booked into the Elbert County Jail.
24-0531	Domestic Violence	EPD responded to a report of a domestic violence. After investigation, there was insufficient evidence to support criminal charges.

Historical Data:





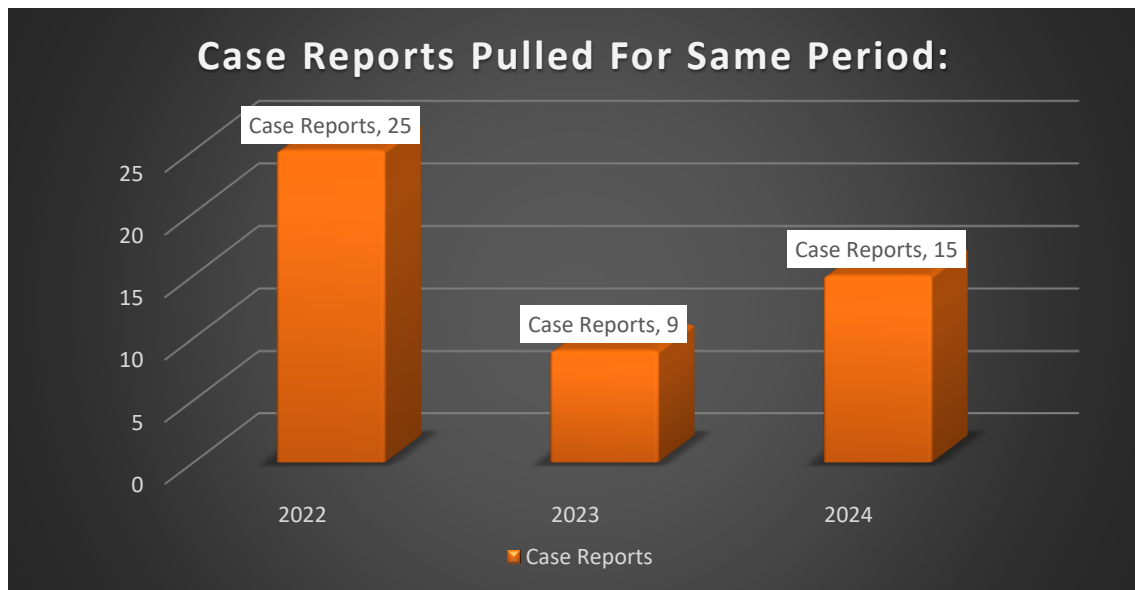
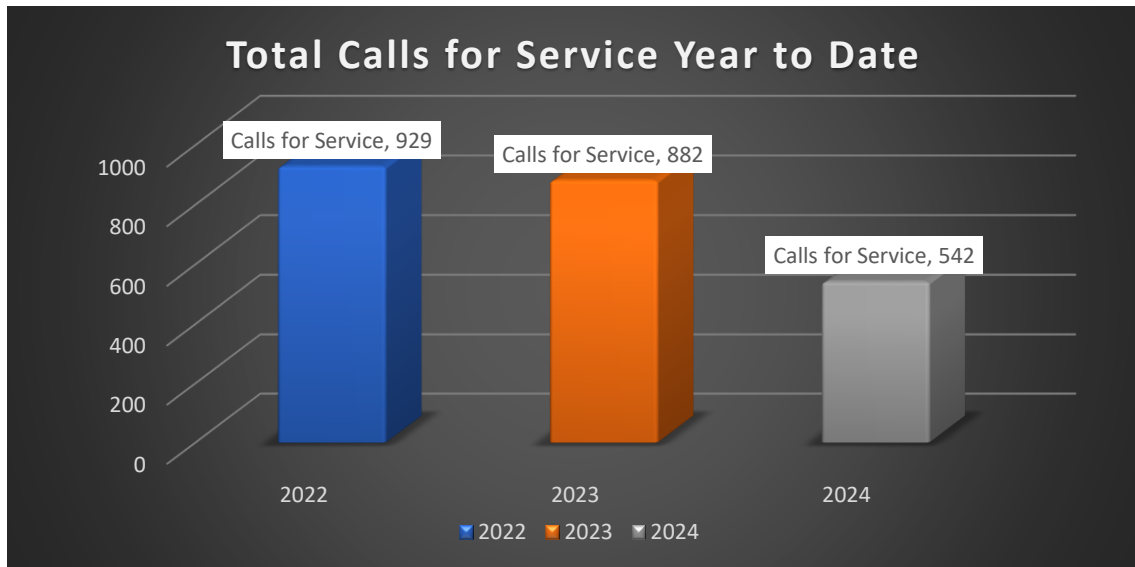
TOWN OF ELIZABETH POLICE DEPARTMENT

JEFF ENGEL, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

02/04/2024 to 02/17/2024





TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

TO: Honorable Mayor and Town Board of Trustees
FROM: Mike DeVol, Public Works Director
DATE: February 27, 2024
SUBJECT: Public Works Monitoring Report

*Town Street Paving Improvements Project:

1. N/A Spring Projects will be presented at a later date.
2. PW contacted CORE Electric to have 2 street lights in town repaired. Repairs have been completed.

*Town Main St. Decorations:

1. New Winter Banners will be installed the week of January 15th.

*Town Wells, Tanks and Effluent:

1. Please see attached.

*Town Water Line Emergency Repair:

1. N/A

*Town Hall/ Repairs/ Landscaping Plan:

1. Repairs at Town Hall have been completed including handrails.

*Town Walkway Repairs:

1. PW has completed sidewalk repair at Town Hall.

*Town Street Striping Projects:

1. Main St parking striping has been completed.

*Town Snow Plowing and Street Sweeping:

1. Public Works has received 1 complaint about plowing and inconvenience issues. Public Works Relayed information to the complainants about shoveling drive and sidewalk onto Town Streets.
2. Public Works made contact with 1 residents and 1 Business concerning plowing private lots into town Streets, all parties now understand that it is not permissible per town code 11-1-20 and 11-1-30.
3. The Town Newsletter included Town Plowing Code and Snow Route "NO PARKING" information.
4. Town Trucks are fully prepared for the upcoming snow season.
5. Truck Plows and trucks have had maintenance and preparedness checks performed.
6. Salt Sand has been stockpiled for this season.



*Town New Wells at Ritoro/Gold Creek Valley:

1. The new Wells building is complete except for the interconnect between SCADA and phone line which is scheduled to be completed by January 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).
3. Due to the flooding in 2023 it appears that PW will need to fulfill one more year of habitat remediation, With possibly a full 3 years.

*Gold Creek Lift Station Improvements:

1. Completion of project has begun warranty period and filing completion with CDPHE Permitting.

*Eligibility Surveys for Water and Wastewater Capitol projects have been completed for 2024 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 new screen has been in automated operations for two month's with no issues.
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 as our available capacity is 500,000 gallons. When the time comes that the wastewater Plant is treating at



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

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.
2. Arbor Day Proclamation in BOT Packet to be read aloud by Mayor.

*Town Public Works Road Extension:

1. N/A

*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 begun for 2024 the following Annual Reporting:
2. Annual Biosolids has been completed for 2023 and sent to CDPHE.
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
8. Tree City USA Application/ Accepted and approved by Tree City USA/Pending



TOWN OF ELIZABETH

MICHAEL DEVOL, PUBLIC WORKS DIRECTOR

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 2023/2024

Mail Kiosk:

1. Public Works will be installing Solar Street Lights at Mail Kiosk in various locations to aid in nighttime safety and mail collections by residents.
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	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.

2023 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	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.

Town of Elizabeth Accounting Contact Information

Mr. Ken Timm
Public Works Department
Town of Elizabeth
Email ktimm@townofelizabeth.org
Mobile Phone (303) 921-7050

Mr. Mark Palumbo
HRS Water Consultants, Inc.
Email mpalumbo@hrswater.com
Office Phone [303-462-1111 ext. 302](tel:303-462-1111)
Mobile Phone 303-906-7665

Mr. Matthew Seitz
HRS Water Consultants, Inc.
Email mseitz@hrswater.com
Office Phone [303-462-1111 ext. 301](tel:303-462-1111)
Mobile Phone 303-910-7701

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	15.49
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	16.35
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	16.02
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	14.90
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	16.10
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	18.33
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	31.30
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	38.79
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	43.28
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	37.39
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	34.98
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	22.75
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	
	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	Month	Meter Reading	Monthly	Cumulative	Meter Reading
2021		gallons	Volume	Total	gallons
			af	af	
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		

86945024
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 er
 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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 210-F-R
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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															



**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS
JANUARY 22, 2024**

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, January 22, 2024, at 8:32 AM by Vice President Linda Bulmer.

ROLL CALL

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

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Town Clerk Michelle Oeser, 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 December 11, 2023

Motion by Mr. Hussey, seconded by Mr. Jeffress, to approve the minutes from December 11, 2023.

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



NEW BUSINESS

2. Discussion and possible action regarding Main Street Board of Directors Resolution 24-01, a Resolution Establishing a Designated Public Place for the Posting of Meeting Notices Pursuant to C.R.S. 24-6-402(2)(c)

Ms. Oeser provided a Staff report.

Motion by Ms. Wedel, seconded by Mr. Hussey, to approve Resolution 24-01, a Resolution Establishing a Designated Public Place for the Posting of Meeting Notices Pursuant to C.R.S. 24-6-402(2)(c).

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

3. Discussion regarding Locable (8:30 am)

Mr. Higgins provided a Staff report. Brian Ostrovsky gave a presentation on Locable.

4. Discussion regarding Munibit (9:15 am)

Mr. Higgins provided a Staff report. Walton Shilling gave a presentation on Munibit.

After discussion, the Main Street Board of Directors recommended moving forward with Locable.

5. Discussion regarding 501(c)3 status with Gillian Laycock, Hugo Main Street Manager (10:00 am)

Mr. Higgins introduced the Board to Gillian Laycock. Ms. Laycock provided information and discussion on the ins and outs of becoming a 501(c)3.

STAFF REPORTS

- Community Development Director Zach Higgins:
 - Provided a streetscape update.
 - Discussion on Gesin lot presentation to the Board of Trustees.
 - Stated the planned archway is moving forward.
 - Discussed applying for Hometown Grant for \$50,000.00.
 - 2023 ornament sales went great this year. All current and past ornaments have been sold.
 - Reminder that the Main Street Now Conference is coming up soon.



TOWN OF ELIZABETH

- Maverik is moving forward.
- Historic Advisory Board working on a District creation with guidelines.
- Joint workshops with the Board have been established.
- Discussion on the MSBOD strategic plan. Meeting dates were provided.

BOARD REPORTS

- Vice President Bulmer provided updates regarding:
 - Main Street Station

ADJOURNMENT

Motion by Mr. Hussey, seconded by Ms. Wedel, to adjourn the meeting at 11:00 AM.
The vote of those Board Members present was unanimously in favor. Motion carried.

President Tedd Lipka

Deputy Town Clerk Harmony Malakowski

