



TOWN OF ELIZABETH

WORKSHOP
EMPLOYEE HANDBOOK / FAMLI/ RETIREMENT/PTO
Tuesday, May 24, 2022, at 6:00 pm
Town Hall, 151 S. Banner Street

TOWN OF ELIZABETH
BOARD OF TRUSTEES REGULAR MEETING
Tuesday, May 24, 2022, at 7:00 PM
Town Hall, 151 S. Banner Street

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

UNSCHEDULED PUBLIC COMMENT

AGENDA CHANGES

CONSENT AGENDA

- [1.](#) Minutes of the Regular Meeting of May 10, 2022

PRESENTATIONS

2. Appreciation of Bella Valentine - Mayor Vasquez

PUBLIC HEARING

- [3.](#) 755 Crossroads Circle (Cleary) Site Plan – Pam Cherry

NEW BUSINESS

4. Discussion and possible action on recommendation for approval of 755 Crossroads Circle (Cleary) Site Plan – Pam Cherry
- [5.](#) Groundwater Decreases – David Kueter Water Attorney
- [6.](#) Presentation regarding Elizabeth 44 and THK Associates– Pam Cherry
- [7.](#) Discussion and possible action on Ordinance 22-04, an Ordinance conforming the Municipal Code of the Town of Elizabeth to reflect changes to the Election Schedule approved by the Town’s Electors – Michelle Oeser

- [8.](#) Discussion and possible action on Resolution 22R24, a Resolution memorializing the creation of the Main Street Board of Directors – Pam Cherry
9. Discussion and possible action on the appointment of Kurt D. Prinslow with a term to March 31, 2025 and Brandon Jeffress with a term to March 31, 2025 to the Main Street Board of Directors with terms– Pam Cherry
- [10.](#) Discussion and possible action on Resolution 22R25, a Resolution approving the Intergovernmental Agreement between the Town and the Elbert County Clerk and Recorder – Patrick Davidson
- [11.](#) Discussion and possible action on Resolution 22R26, a Resolution terminating the Town’s participation in the Intergovernmental agreement establishing the Colorado Rangers Law Enforcement Shared Reserve – Chief Berghahn
- [12.](#) Discussion and possible action on Resolution 22R27, a Resolution approving the First Amendment to the License Agreement between the Town and the Elizabeth Brewing Company – Pam Cherry
- [13.](#) Discussion and possible action on Ordinance 22-05, an Ordinance amending section 10-5-220 regarding Smoking in Public Parks and Recreation Areas – Patrick Davidson
- [14.](#) Discussion and possible action on a letter of support for East Central Colorado Council of Government grant application – Pam Cherry
- [15.](#) Discussion and possible action on Ordinance 22-06, an Ordinance amending Section 10-5-40 of the Elizabeth Municipal Code concerning harassment – Corey Hoffmann

MANAGEMENT MONITORING REPORTS

- [16.](#) Management Monitoring Reports

BOARD OF TRUSTEES REPORTS

STUDENT LIAISON REPORT

MINUTES

- [17.](#) Minutes of the Main Street Board of Directors Meeting of April 21, 2022

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
May 10, 2022

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, May 10, 2022, at 7:01 pm by Mayor Pro Tem Angela Ternus.

ROLL CALL

Present were Mayor Pro Tem Angela Ternus, Trustees Tammy Payne, Loren Einspahr, Linda Secrist, and Daniel DiLoreto. Mayor Vasquez was absent from the meeting.

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

PLEDGE OF ALLEGIANCE

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

UNSCHEDULED PUBLIC COMMENT

There was no public comment.

AGENDA CHANGES

No agenda changes from the Administration or the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of April 26, 2022

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

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

PROCLAMATION

2. Public Works Week

Mayor Pro Tem Ternus read the Public Works Week Proclamation and the names of Town Public Works Employees.

PRESENTATION

3. Casey Westbrook, Colorado Parks, and Wildlife

Casey Westbrook with Colorado Parks and Wildlife gave a presentation on the Deer Management program in Elizabeth.

Motion by Trustee Einspahr, seconded by Trustee Payne, to continue the Deer Management program for 2022 with a maximum harvest of 10 deer.

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

4. Adams Group 2021 Audit Presentation

Kevin Kimball, a representative for the Adams Group, presented the Town of Elizabeth's 2021 audit.

NEW BUSINESS

5. Discussion and possible action on the appointment of Barbara McGinn, or Nick Snively to the Board of Trustees with a term through November 2022

Motion by Trustee DiLoreto, seconded by Trustee Einspahr, to appoint Nick Snively to the Board of Trustees with a term through November 2022.

The vote of those Trustees present was 4 in favor and 1 opposed. Trustee Secrist opposed. Motion passed.

Town Clerk Michelle Oeser swore Nick Snively into office. Trustee Snively took his seat at the board table.

6. Discussion and possible action on Resolution 22R22, A Resolution approving the Personal Services Agreement between the Town and Jason Piter doing business as JP Events & Marketing for the Wine in the Pines Event

Motion by Trustee Payne, seconded by Trustee Secrist, to approve Resolution 22R22, a Resolution approving the Personal Services Agreement between the Town and Jason Piter doing business as JP Events & Marketing for the Wine in the Pines Event.

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

7. Discussion and possible action on Resolution 22R23, a Resolution approving the Memorandum of Understanding between the Town and the Colorado Department of Local Affairs - University of Colorado Denver, Colorado Center for Community Development

Motion by Trustee Payne, seconded by Trustee Einspahr, to approve Resolution 22R23, a Resolution approving the Memorandum of Understanding between the Town and the Colorado Department of Local Affairs - University of Colorado Denver, Colorado Center for Community Development.

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

MANAGEMENT MONITORING REPORTS

- Town Administrator Patrick Davidson did not have anything to add to his report.
- Community Development Director Pam Cherry stated she continues to meet with people on potential development of Frontier High School.
- Ms. Cherry stated that the Planning Commission heard a presentation on a concept plan for the development of the Abraham property.
- Ms. Cherry stated she continues to receive information and support from Mr. Davidson, Mr. Higgins, and Ms. Gonzalas.
- Ms. Cherry informed the Board she is working to develop a virtual tour of historic buildings and properties in Elizabeth.
- Town Clerk Michelle Oeser updated the Board on the passport service provider process.
- Ms. Oeser updated the Board on the Elizabash Booth and the Stampede Parade.
- Chief Melvin Berghahn stated that one of the new police trucks has arrived, and the other is currently being built.
- Chief Berghahn discussed the flock cameras.
- Chief Berghahn discussed Highway 86 cleanup.
- Discussion on plans for Stampede traffic control.
- Public Works Director Mike DeVol informed the Board that James McErnie has been hired as the Assistant Public Works Director.
- Mr. DeVol thanked Bella Valentine for supplying contacts for a possible recruitment of an intern/mentoring program through Public Works and the Elizabeth High School.
- Mr. DeVol updated the Board on a meeting with Polarized Water Solutions.
- Discussion on the Ritoro Well House project.
- Discussion on County Road 13 paving.
- Discussion on the new power poles being installed around town.
- Student Liaison Bella Valentine stated that she thinks town job opportunities are a

good idea.

- Ms. Oeser reported to the Board that 3 interviews are schedule for the Finance Officer position.

BOARD OF TRUSTEE REPORTS

- Nothing to report.

STUDENT LIAISON REPORT

- Student Liaison Valentine provided a written report in the Board packet.
- Ms. Valentine stated that on May 13th yearbooks will be distributed and that Senior Sunset will take place.

MINUTES

10. Minutes of the Planning Commission Meeting of April 5, 2022
11. Minutes of the Historic Advisory Board Meeting of April 18, 2022

Discussion on decorating the Board Float for the Stampede Parade.

ADJOURNMENT

Motion by Trustee Secrist, seconded by Trustee Payne, to adjourn meeting at 8:45 pm. The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Mayor Megan Vasquez



STAFF REPORT

Site Plan Application | Commercial Office Building 755 Crossroads Circle

Applicant: Sean Cleary, Managing Partner, Shamrock Investments, LLC.

Location: 755 Crossroads Circle, Elizabeth CO

Applicant Request:

The Applicant, Sean Cleary, requests approval of a Site Plan Application for a new commercial office building at the Elizabeth Crossroads Business Park, 755 Crossroads Circle, near the corner of E. Kiowa Ave, and County Road 17 in the Town of Elizabeth, CO.

In accordance with Section 16-2-20(a) of the Elizabeth Municipal Code (EMC) – Site Plan Standards and Procedures – an approved Site Plan is required prior to the commencement of any site or building improvements or construction activity. Section 16-2-40(g) requires the Planning Commission to consider a site plan application and make a recommendation to the Board of Trustees to approve, approve with conditions, continue to obtain additional information, or deny. Planning Commission reviewed the application at the public hearing on May 3, 2022 and unanimously recommends approval on a vote of 3-0 with one member absent.

Proposal:

The applicant is proposing to develop the site at 755 Crossroads Circle to be a new commercial office building. A full site development plan is being proposed with a building, parking lot and new landscaping.

Current Vacant Site – looking west from County Road 17



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

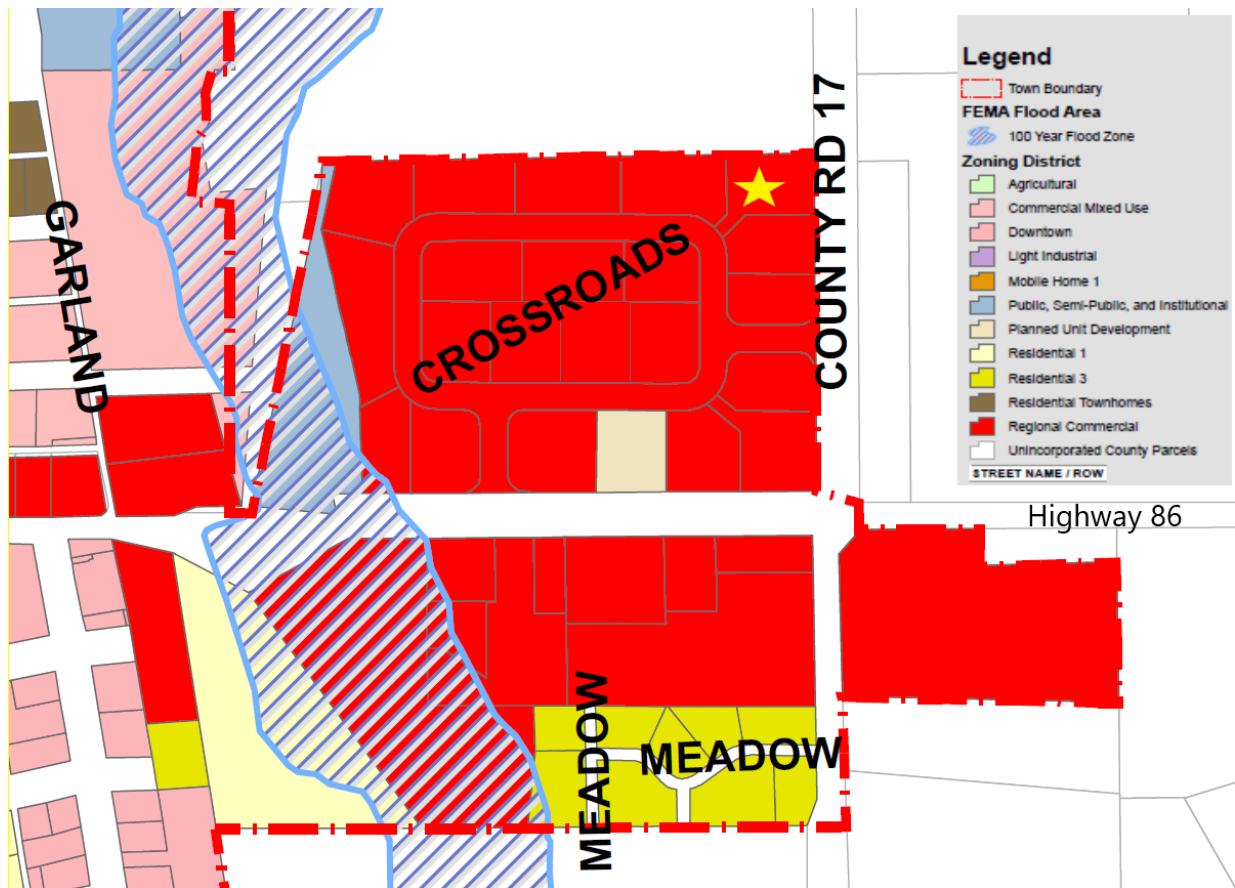


TOWN OF ELIZABETH

BOARD OF TRUSTEES

Background:

The subject site is part of a larger business park, the Elizabeth Crossroads Business Park and is zoned Regional Commercial (RC). The proposal is located on one parcel in the Northeastern corner of the business park. The parcel is 27,386 sq./ft and proposed structure on site will be 4,368 sq./ft. The site is in proximity to but removed from the 100-year floodplain.



Zoning Map

Surrounding Land Uses:

- North: Vacant Land / Evans Park
- South: Napa Auto Parts (Commercial)
- East: Vacant/natural area across CR 17
- West: Bender Menders Auto Body (commercial)

PO Box 159, 151 S. Banner Street, Elizabeth, Colorado 80107

Phone: (303) 646-4166 | Fax: (303) 646-9434 | www.townofelizabeth.org



Approval Criteria:

Section 16-2-40 of the Elizabeth Municipal Code includes criteria for the Planning Commission to offer a favorable recommendation for approval to the Board of Trustees. This includes review against all applicable standards as found in the EMC, the Elizabeth Comprehensive Plan, and the Town of Elizabeth Design Guidelines. The Board of Trustees follows the same criteria to grant final approval.

Case Analysis:

Staff finds that the proposed building and site development plan displays general conformance with the applicable provisions of the EMC, the Elizabeth Comprehensive Plan, and the Town of Elizabeth Design Guidelines. Town staff has provided suggested findings and a recommendation at the end of this report.

Elizabeth Municipal Code (EMC):

The existing shopping center is an allowed use in the Regional Commercial (RC) district per Table 16-5 of the EMC. The following topics outline the specific analysis applied to the proposal in the context of the district's requirements.

- **Bulk Standards:**

The proposed work does not impact any of the currently operating and existing structures on the site. As proposed, the structure complies with the underlying setback, height, and lot coverage standards of the RC district.

- **Lighting:**

The applicant is proposing cut off fixtures around the building that will mainly illuminate the site directly surrounding the building. The proposed light fixtures abide by the requirement of not exceeding 10 footcandles. There is no proposed parking lot lighting. The submitted photometric plan complies with the requirements and standards of the EMC.

- **Drainage:**

A drainage memo was provided by the applicant and reviewed by staff stormwater consultants. It was found to be acceptable for approval.

- **Floodplain**

The floodplain does not impact the site. Floodplain boundaries are present at the west side of the Crossroads Circle development.

- **Parking:**

The current parking requirements established by the Town of Elizabeth Code, Section 16-6-10 requires 1 parking space per 200 sq./ft of office space, and 1 parking space per 500 sq./ft of garage space. The proposed building has 3,024 sq./ft of office space (16 parking spaces), and 1,344 sq./ft of garage space (3 parking spaces). The required total parking for the site is 19 spaces and the applicant has provided 19 spaces along with a required 2 accessible spaces to abide by ADA standards.



- **Traffic and Access**

The site will now have more frequent use/traffic than before but not enough that it would change the traffic patterns currently associated with the site/business park. Access to the site will remain the same and operate in the same manner as before.

- **Right-of-Way (ROW)**

New ROW is not proposed with the enhancements.

- **Landscaping**

The existing and proposed landscape for the overall site meets the required 15% of the total site area with a proposed 21% of landscaped area. The applicant is proposing a mixture of evergreen and deciduous plantings that will ensure year-round interest throughout the site and they will also be utilizing the existing trees on site and will be relocating them on site or replacing depending upon health. The required amount of trees are as follows: 1 tree required every 40 feet of frontage along county road 17 (4 trees required / 4 tree provided); 1 tree and 5 shrubs planted for each 1,500 sq./ft of lot area not covered by building or required parking (20 shrubs and 4 trees required, 20 shrubs and 4 trees provided). The planting schedule can be found in the table below:

PLANTING SCHEDULE			
COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE
ROCKY MOUNTAIN MAPLE	ACER GLABRUM	2	2 1/2" CALIPER MIN.
SPARTAN JUNIPER	JUNIPERUS CHINENSIS 'SPARTAN'	1	2 1/2" CALIPER MIN.
TAMMY JUNIPER	JUNIPERUS SABINA 'TAMISCIFOLIA'	10	2' HEIGHT MIN.
COMPACT EVERGREEN OREGON GRAPE HOLLY	MAHONIA AQUILIFOLIUM 'COMPACTA'	10	1' HEIGHT MIN.

The Town of Elizabeth Design Standards and Guidelines:

The applicant has ensured consistency and efficiency when designing their building to adhere to the Town of Elizabeth’s Design Standards and Guidelines.

Building Mass & Scale

- The proposed buildings mass and scale is proportionate and complimentary to the surrounding buildings and their uses and continues to provide the small town feel that is consistently seen throughout the Town of Elizabeth.

Building Materials:

- The exterior façade utilizes design, materials, and colors that promote compatibility with the surrounding buildings and uses in the area.

Architectural Style

- The proposed building achieves a four-sided architecture and balanced proportion of windows to walls as outlined in the Towns Design Standards and Guidelines. The building form is also readily understood and devoid of confusing, cluttered or unnecessarily complex arrangement of shapes.



Elizabeth Comprehensive Plan:

Staff has found that the proposed site plan complies the Town’s adopted Comprehensive Plan. The future land use map depicts the site as commercial/retail development described as the following:

“Commercial/Retail” areas depict locations where neighborhood or regional-level commercial centers could be located in the Elizabeth area over the next two decades. These areas include key intersections along Highway 86, to the east and west of the current Town.

- **Future Land Use and Development GOAL 1:** *Maintain a sustainable balance in land uses between residential, commercial, office / business park, industrial, and park / open space land uses*
 - The project is an enhancement to an undeveloped area helping to promote further development and balance of land uses in town and contributing to growth of the Town.

- **Economic Development and Tourism – Goal 2:** *Actively promote Elizabeth as a great place for investment and employment*
 - This project positively supports reinvestment into the Town of Elizabeth’s existing businesses perpetuating owner pride and upkeep of the community presence

Referrals

The following agencies provided comment during the referral period. All comments have been addressed by the applicant.

Referral Agency / Consultant	Discipline
SafeBuilt	Community Development
CORE	Town Engineer
CORE Electric	Lands & Rights of Way
JVA	Public Works - Water & Sewer
Elizabeth Public Works	Public Works
Stolfus & Associates	Transportation
Elizabeth Fire Protection District	Fire
Elbert County Community Development	Community Development
Black Hills Energy	Utility Company
Elbert County Public Health	Environmental Review
Elbert County Assessors Office	GIS



Findings and Staff Recommendation:

The site plan has been reviewed and approved by the development review team and staff in accordance with Section 16-2-40 of the EMC.

Findings:

1. The proposal has been found to substantially comply with the standards for development as found in the Chapter 16 of the Elizabeth Municipal Code.
 - a. The proposal fulfills the purpose of the RC zone district by providing the expansion of general commercial activities.
 - b. The applicant has provided landscaping covering > 15% of the site.
 - c. Summary finding of the architecture compatibility
 - d. A drainage memo has been provided and approved by Town engineers.
 - e. No floodplain issues are present.
 - f. There is no evidence of increased traffic to the area
2. The proposal has been found to substantially comply with the adopted Comprehensive Plan.
3. The proposal has been found to substantially comply with the Town of Elizabeth Design Standards and Guidelines.
4. The development will be served by adequate water supply and waste disposal systems.

Staff Recommendation:

Based on the analysis above, staff believes that the application meets the criteria for a Site Plan approval as set forth in Chapter 16 of the Elizabeth Municipal Code. Planning Commission reviewed this application for a Site Plan at the meeting on May 3, 2022, and unanimously recommends approval on a vote of 3-0 with one member absent.

Recommended Conditions of Approval:

1. none



190 PAOLI STREET / P.O. BOX 930220
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDERA

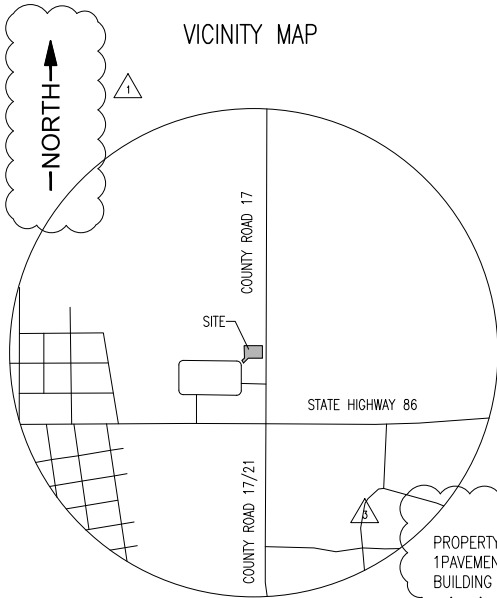
DATE DRAWN: 7/16/21

PLAN REVISIONS:

NUMBER	DATE	BY
1	1/27/22	MW
2		
3	3/4/22	MW
4		

SHAMROCK INVESTMENTS LLC

Site Plan for Shamrock Investments LLC
755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
TOWN OF ELIZABETH, COLORADO



SCALE = 1:7500

LAND USE / SITE DATA

PROPERTY AREA: 27,442 SQ.FT. GROSS - 26,571 SQ.FT. NET
PAVEMENT AREA: 17,167 SQ.FT.
BUILDING AREA: 4,368 SQ.FT.

LOT COVERAGE (PER TABLE 16-6)

UNDER ROOF (ALLOWED): 50%
UNDER ROOF (ACTUAL): 4,368 SQ.FT. / 27,442 SQ.FT. = .159
≈16%

MINIMUM VEGETATIVE

AREA (REQUIRED): 15%
VEGETATIVE AREA (PROVIDED): 5,852 SQ.FT. / 27,442 SQ.FT. = .214
≈21%

PARKING SUMMARY

PARKING FORMULA: 1 SP. PER 200 SQ.FT. OF OFFICE SPACE
1 SP. PER 500 SQ.FT. OF GARAGE SPACE

SPACES REQUIRED:

OFFICE SPACE = 3,024 SF / 200 = 16 SPACES
GARAGE SPACE = 1,344 SF / 500 = 3 SPACES

19 SPACES REQUIRED TOTAL

SPACES PROVIDED:

19 SPACES PROVIDED

ACCESSIBLE SPACES

PROVIDED: 2

SPACING SIZES:

PARKING SPACES ARE REQUIRED TO BE BROKEN DOWN INTO 3

DIFFERENT SIZES

50% FULL SIZE (9' x 19') = 9 SPACES (9 PROVIDED)

25% OVERSIZE (10' x 20') = 4 SPACES (4 PROVIDED)

25% COMPACT (8' x 17') = 4 SPACES (4 PROVIDED)

SITE PLAN NOTES

- THIS SITE IS IN ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, ACCORDING TO FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 08039C0480C, EFFECTIVE DATE MARCH 17, 2011.
- THE PROPERTY IS ZONED RC: REGIONAL COMMERCIAL
- DENSITY AND DIMENSIONAL STANDARDS, CHAPTER 16 OF THE MUNICIPAL CODE:
MAXIMUM BUILDING HEIGHT - 35 FEET
FRONT SETBACK - 25 FEET WHEN ADJACENT TO PUBLIC ROW
10 FEET WHEN ADJACENT TO PRIVATE ROW
SIDE SETBACK - 10 FEET WHEN ADJACENT TO PUBLIC ROW
5 FEET WHEN ADJACENT TO PRIVATE ROW
REAR SETBACK - 5 FEET

OWNER OR TENANT
SHAMROCK INVESTMENTS

SHAMROCK INVESTMENTS LLC
CORPORATE OFFICES
190 PAOLI ST.
VERONA, WISCONSIN 53593

SHEET INDEX

SHEET NUMBER	SHEET NAME
CT1.0	SITE PLAN COVER SHEET
D1.0	SITE DEVELOPMENT PLAN
L1.0	LANDSCAPE AND IRRIGATION PLAN
EE1.0	EXTERIOR ELEVATIONS
SG1.0	BUILDING EXTERIOR SIGNAGE
IP1.0	INTERIOR ROOM LAYOUT PLAN
SP1.0	SITE PHOTOMETRIC PLAN
SP1.1	SITE LIGHTING DETAILS
C1.0	COVER SHEET & NOTES
C1.1	GRADING PLAN
C1.2	UTILITY SERVICE PLAN
C1.3	EROSION CONTROL PLAN
C1.4	EROSION & SEDIMENT CONTROL DETAILS

LEGAL DESCRIPTION

SECTION: 7 TOWNSHIP: 8 RANGE: 64 SUBDIVISION:
ELIZABETH CROSS ROADS BUSINESS PARK LOT: 3
1/21 INT TRACT C

PROJECT NAME: SHAMROCK INVESTMENTS
PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE LOT 3 CROSSROADS BUSINESS PARK TOWN OF ELIZABETH, COLORADO
BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
SHEET NAME: SITE PLAN COVER SHEET

PROJECT NUMBER:
PR201039

SHEET NUMBER:
CT1.0

SHEET SCALE:



ZONING

CLASSIFICATION:
 PROPERTY AREA:
 PAVEMENT AREA:

ZONING CODE

RC (REGIONAL COMMERCIAL)
 27,442 SQ.FT. GROSS - 26,571 SQ.FT. NET
 17,167 SQ.FT.

PARKING SUMMARY

PARKING FORMULA:

1 SP. PER 200 SQ.FT. OFFICE SPACE
 1 SP. PER 500 SQ.FT. GARAGE SPACE
 OFFICE SPACE = 3,024 SF
 OTHER SPACE = 1,344 SF

SPACES REQUIRED:

3,024/200 = 16 SPACES
 1,344/500 = 3 SPACES
 19 SPACES REQUIRED

SPACES PROVIDED:

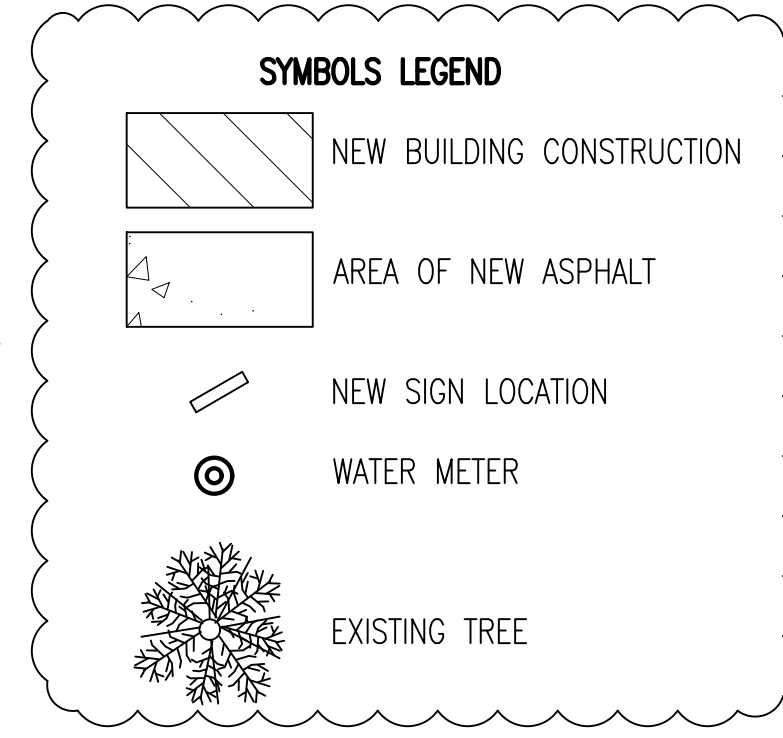
19 SPACES PROVIDED

H.C. SPACES PROVIDED: 2

SPACE SIZES:

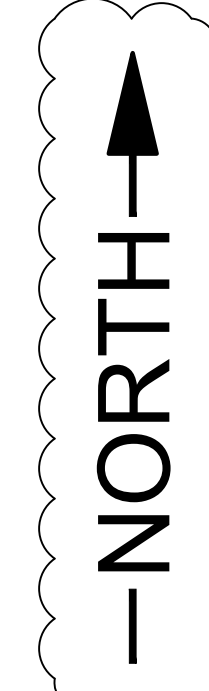
PARKING SPACES ARE REQUIRED TO BE BROKEN DOWN INTO 3 DIFFERENT SIZES:

50% FULL SIZE (9' x 19') = 9 SPACES
 25% OVERSIZE (10' x 20') = 4 SPACES
 25% COMPACT (8' x 17') = 4 SPACES



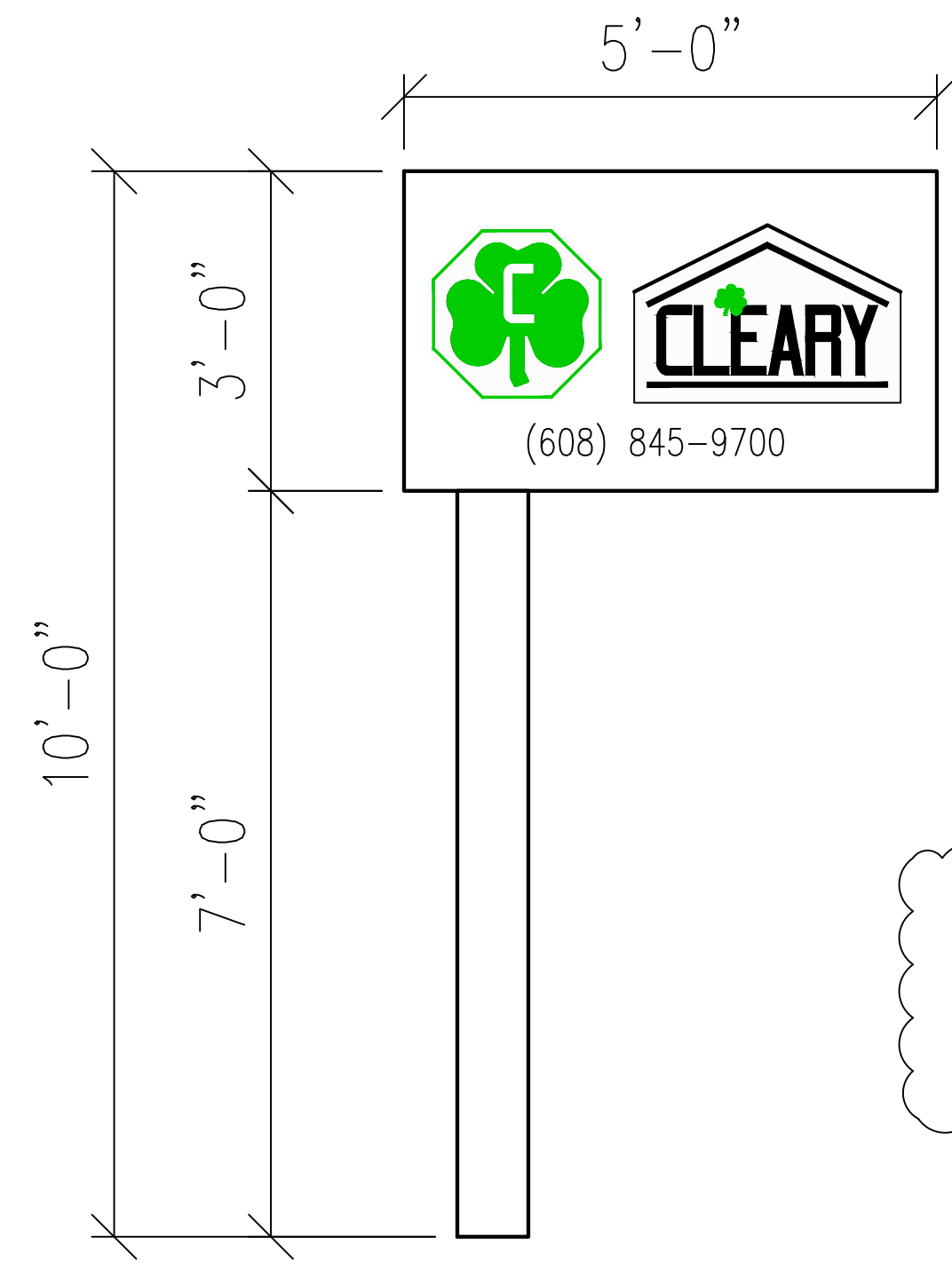
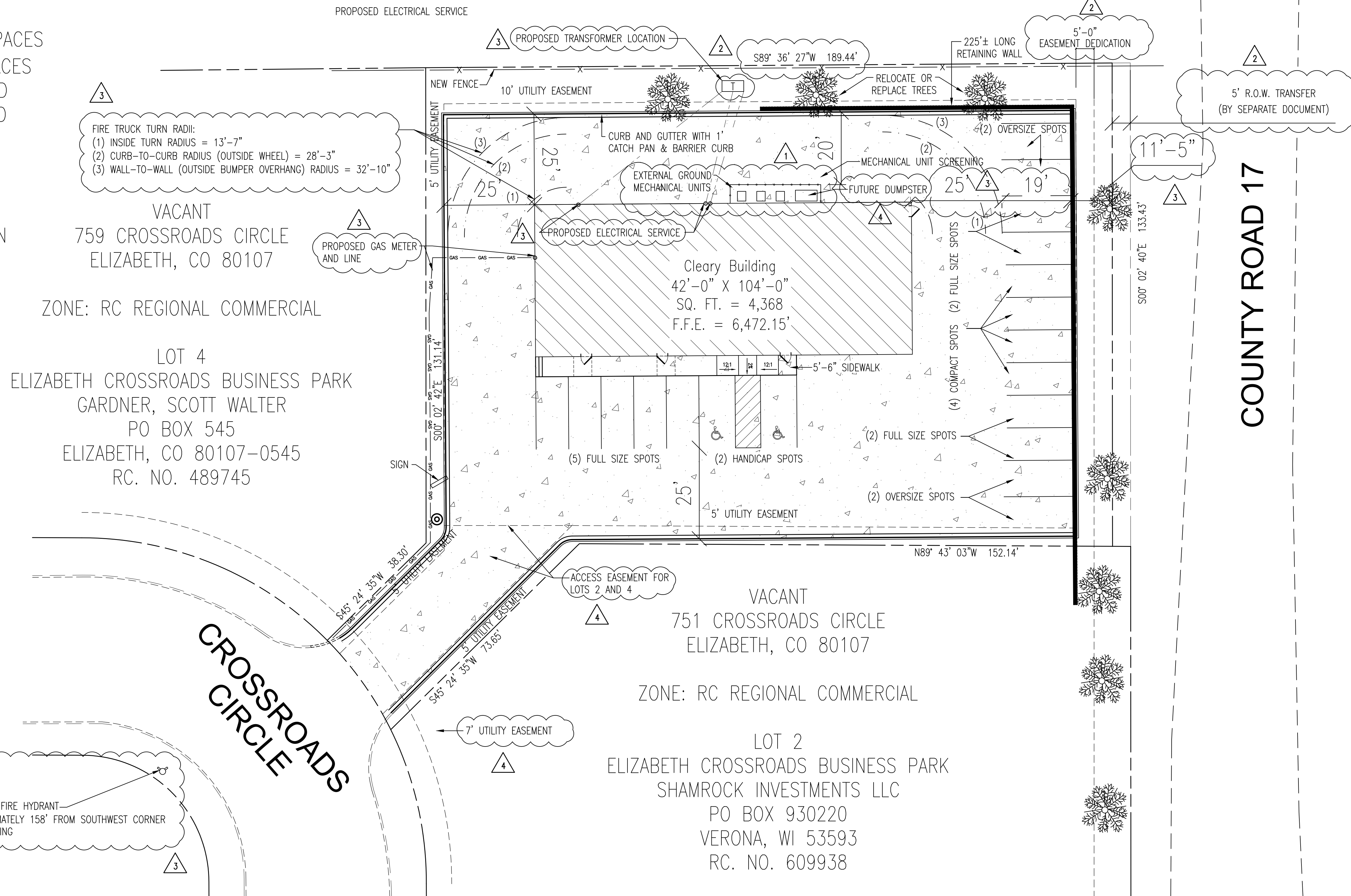
EXEMPT
 34201 COUNTY RD17
 ELIZABETH, CO 80107
 ZONE: A AGRICULTURE

ELIZABETH PARK AND RECREATION DISTRICT
 PO BOX 434
 ELIZABETH, CO 80107-0434
 RC. NO. 377430



DRAWN BY: WALDERA
 DATE DRAWN: 7/16/21

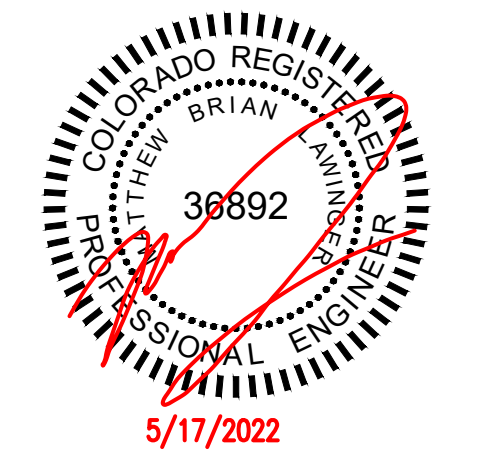
PLAN REVISIONS:		
NUMBER	DATE	BY
1	1/27/22	MW
2	2/3/22	MW
3	3/4/22	MW
4	3/24/22	MW



SIGN ELEVATION

PROJECT NAME: SHAMROCK INVESTMENTS
 PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK TOWN OF ELIZABETH, COLORADO
 BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
 SHEET NAME: SITE DEVELOPMENT PLAN

PROJECT NUMBER: PR2021039
 SHEET NUMBER: D1.0
 SHEET SCALE: 1/16" = 1'-0"



PLANTING SCHEDULE

MARK	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	DETAIL	NOTES
●	ROCKY MOUNTAIN MAPLE	ACER GLABRUM	2	2 1/2" CALIPER MIN.	6/L1.2	WELL BRANCHED, FULL HEAD, 10' HEIGHT MIN., B & B
☀	SPARTAN JUNIPER	JUNIPERUS CHINENSIS 'SPARTAN'	1	2 1/2" CALIPER MIN.	6/L1.2	WELL BRANCHED, FULL HEAD, 10' HEIGHT MIN., B & B
●	TAMMY JUNIPER	JUNIPERUS SABINA 'TAMISCIFOLIA'	10	2' HEIGHT MIN.	4/L1.2	FULL PLANT
★	COMPACT EVERGREEN OREGON GRAPE HOLLY	MAHONIA AQUILIFOLIUM 'COMPACTA'	10	1' HEIGHT MIN.	4/L1.2	FULL PLAN

GENERAL NOTES

- REFER TO CIVIL DRAWINGS FOR ADDITIONAL REQUIREMENTS. COORDINATE WORK WITH OTHER SITE RELATED DEVELOPMENT DRAWINGS.
- PRIOR TO INSTALLATION, GENERAL CONTRACTOR TO CONFIRM THAT LANDSCAPING AND UTILITIES DO NOT CONFLICT WITH SIGN LOCATION SHOWN. IF ANY POTENTIAL CONFLICT IS DISCOVERED, GENERAL CONTRACTOR IS TO CONTACT OWNER'S REPRESENTATIVE BEFORE PROCEEDING WITH THE WORK.
- IRRIGATION SYSTEM TO BE DESIGNED BY CONTRACTOR FOR SHOWN COVERAGE AREAS INDICATED. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING A COMPLETE AND OPERABLE IRRIGATION SYSTEM IN ACCORDANCE WITH GOVERNING CODES, ORDINANCES, AND AUTHORITIES HAVING JURISDICTION. SUBMIT SHOP DRAWINGS FOR REVIEW AND APPROVAL AS SPECIFIED.
- VERIFY MINIMUM STATIC WATER PRESSURE IS AVAILABLE AT THE PROJECT SITE PRIOR TO DESIGN AND BEGINNING CONSTRUCTION.
- COORDINATE IRRIGATION SYSTEM WITH LANDSCAPING AND PLANTING. REFER TO LANDSCAPE PLAN. WHEN TRENCHING AVOID TREE ROOT BALLS AND INSTALL HEADS AT APPROPRIATE LOCATIONS.
- ADJUST ALL NOZZLES TO AVOID OVERTHROW ON SIDEWALKS, PAVING, WALLS, ROADWAYS, AND BEYOND PROPERTY LINES, UNLESS OTHERWISE INDICATED. THROTTLE ALL IRRIGATION CONTROL VALVES AS REQUIRED TO PREVENT FOGGING. ADJUST ARC AND RADIUS OF REQUIRED SPRINKLERS AS NEEDED.
- SET CONTROLLER RUN TIMES TO MATCH PLANT WATER NEEDS AND SOIL CONDITIONS.
- INSTALL RISERS 18" FROM WALLS AND A MINIMUM OF 12" FROM ANY SIDEWALK OR ROAD.
- TOP OF SPRAY AND ROTOR HEADS SHALL BE SE AT TOP OF SOD OR TOP OF MULCH LAYERS.
- PROVIDE RAIN SENSOR AND ANTI-FREEZE ASSEMBLY ON IRRIGATION SYSTEM.
- THE CONTRACTOR IS FULLY RESPONSIBLE FOR THE WORK UNTIL OWNER GIVES FINAL ACCEPTANCE.
- ALL CIRCUIT PIPE IS TO BE CLASS 160 PVC OR HIGHER GRADE.
- ALL MAIN FITTINGS SHALL BE REINFORCED WITH 2000 PSI POURED CONCRETE THRUST BLOCKS.
- PROVIDE COMPRESSED AIR QUICK CONNECT BRASS FITTING IN VALVE BOX FOR WINTERIZATION. LOCATE AS CLOSE TO WATER SOURCE AS POSSIBLE.

KEY NOTES

- ① APPROXIMATE LOCATION OF LAWN IRRIGATION METER WITH BACK FLOW PREVENTION PER CITY REQUIREMENTS. REFER TO UTILITIES PLAN.
- ② IRRIGATION CONTROLLER LOCATION INSIDE OF BUILDING. PROVIDE FREEZE SENSOR AND RAIN SENSOR ON OUTSIDE OF BUILDING.
- ③ 4" DIAMETER SCHEDULE 40 PVC SLEEVES UNDER PAVEMENT FOR ROUTING OF IRRIGATION SYSTEM. PROVIDE END CAPS AND PULL WIRE.

COVERAGE REQUIREMENTS

IRRIGATION HEAD SHALL BE PLACED TO PROVIDE 100% OVERLAP HEAD-TO-HEAD COVERAGE.



VACANT
759 CROSSROADS CIRCLE
ELIZABETH, CO 80107

ZONE: RC REGIONAL COMMERCIAL

LOT 4
ELIZABETH CROSSROADS BUSINESS PARK
GARDNER, SCOTT WALTER
PO BOX 545
ELIZABETH, CO 80107-0545
RC. NO. 489745

VACANT
751 CROSSROADS CIRCLE
ELIZABETH, CO 80107

ZONE: RC REGIONAL COMMERCIAL

LOT 2
ELIZABETH CROSSROADS BUSINESS PARK
SHAMROCK INVESTMENTS LLC
PO BOX 930220
VERONA, WI 53593
RC. NO. 609938

EXEMPT
34201 COUNTY RD17
ELIZABETH, CO 80107

ZONE: A AGRICULTURE

ELIZABETH PARK AND RECREATION DISTRICT
PO BOX 434
ELIZABETH, CO 80107-0434
RC. NO. 377430



190 PAOLI STREET / P.O. BOX 930220
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDERA

DATE DRAWN: 7/16/21

PLAN REVISIONS:

NUMBER	DATE	BY
1	1/27/22	MW
2	2/3/22	MW
3	3/4/22	MW
4	3/24/22	MW

PROJECT NAME:
SHAMROCK INVESTMENTS

PROJECT SITE ADDRESS:
755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
TOWN OF ELIZABETH, COLORADO

BUILDING SIZE:
42'x32'x14'-8" & 42'x72'x11'-8"

SHEET NAME:
LANDSCAPE AND IRRIGATION PLAN

PROJECT NUMBER:
PR2021039

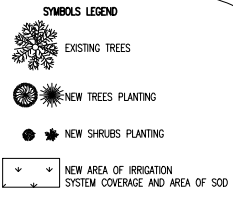
SHEET NUMBER:
L1.0

SHEET SCALE: 1/16"=1'-0"



CROSSROADS CIRCLE

COUNTY ROAD 17



LANDSCAPE CALCULATIONS

LANDSCAPE AND BUFFER AREA SEC. 16-2-50
REQUIRED:
15% OF SITE AREA
PROVIDED:
5,852 SQ.FT. / 27,387 SQ.FT. = .214 ≈ 21%

BUFFER STRIP PLANTING REQUIREMENTS SEC. 16-2-50
ALONG ALL PUBLIC AND PRIVATE STREETS:
DECIDUOUS AND CONIFEROUS TREES PLANTED AT FORTY-FOOT INTERVALS WITHIN TEN (10) FEET OF THE PAVEMENT OR CURBS LINE EXCEPT ALONG STATE HIGHWAY 86 WHERE THE PROPERTY LINE SHALL BE USED.

REQUIRED ALONG COUNTY ROAD 17:
133.43' FRONTAGE/40.0' = 3.34 ≈ 4 TREES REQUIRED/4 TREES PROVIDED

IN ALL LANDSCAPING AREAS, ONE (1) TREE AND FIVE SHRUBS SHALL BE PLANTED FOR EACH ONE THOUSAND FIVE HUNDRED (1,500) SQUARE FEET OF LOT AREA NOT COVERED BY BUILDING OR REQUIRED PARKING.
5,852 SQ.FT. / 1,500 SQ.FT. = 3.90
3.90 x 5 = 19.5 ≈ 20 SHRUBS / 20 PROVIDED
3.90 x 1 = 3.90 ≈ 4 TREES / 4 PROVIDED



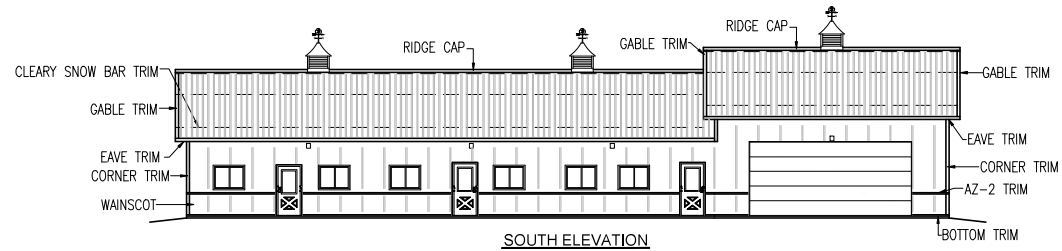
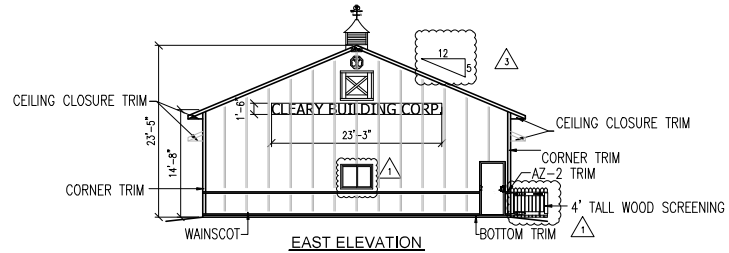
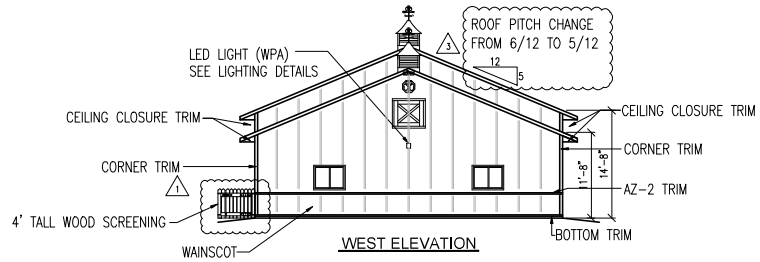
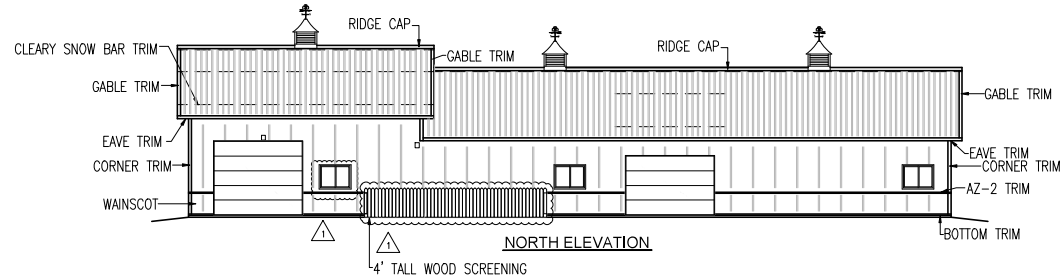
190 PAOLI STREET / P.O. BOX 930220
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDERA

DATE DRAWN: 7/16/21

PLAN REVISIONS:

NUMBER	DATE	BY
1	1/27/22	MW
2		
3	3/4/22	MW
4		

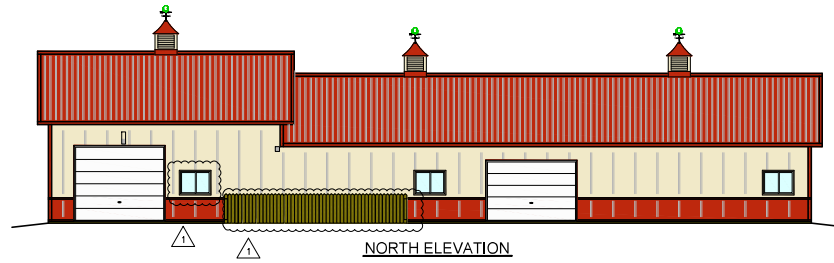


BUILDING COLORS
 ROOF: GRAND RIB III +, RED
 SIDES: GRAND RIB III +, LIGHT STONE
 TRIM: GRAND RIB III +, RED
 WAINSCOTING: GRAND RIB III +, RED
 BUILDING SIGN: CELLULOSE ACETATE BUTYRATE, DARK GREEN

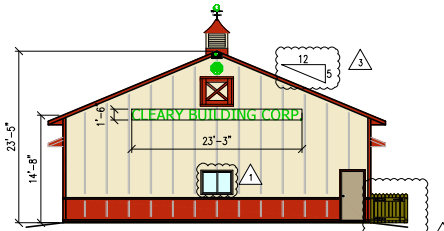
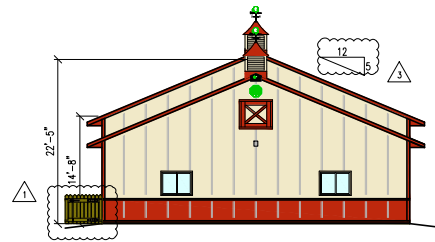
PROJECT NAME: SHAMROCK INVESTMENTS
 PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
 TOWN OF ELIZABETH, COLORADO
 BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
 SHEET NAME: EXTERIOR ELEVATIONS

PROJECT NUMBER: PR2021039
 SHEET NUMBER: EE1.0
 SHEET SCALE: 1/8"=1'-0"

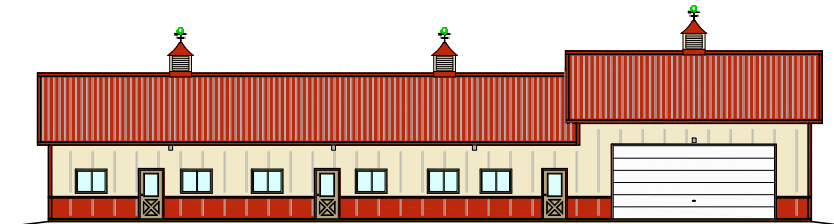




NORTH ELEVATION






EAST ELEVATION



SOUTH ELEVATION

BUILDING COLORS

ROOF: GRAND RIB III +, CRINKLE FINISH - RURAL RED
 SIDES: GRAND RIB III +, LIGHT STONE
 TRIM: GRAND RIB III +, CRINKLE FINISH - RURAL RED
 WAINSCOTING: GRAND RIB III +, CRINKLE FINISH - RURAL RED
 BUILDING SIGN: CELLULOSE ACETATE BUTYRATE, DARK GREEN

-  FABRAL: RED (898)
-  FABRAL: LIGHT STONE (887)
-  CAPITAL CITY NEON SIGN CO.: DARK GREEN (2030)



190 PAOLI STREET / P.O. BOX 930220
 VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDERA

DATE DRAWN: 7/16/21

PLAN REVISIONS:

NUMBER	DATE	BY
1	1/27/22	MW
2		
3	3/4/22	MW
4		

PROJECT NAME: SHAMROCK INVESTMENTS
 PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
 TOWN OF ELIZABETH, COLORADO
 BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
 SHEET NAME: BUILDING EXTERIOR SIGNAGE

PROJECT NUMBER: PR2021039
 SHEET NUMBER: SG1.0
 SHEET SCALE: 1/8"=1'-0"





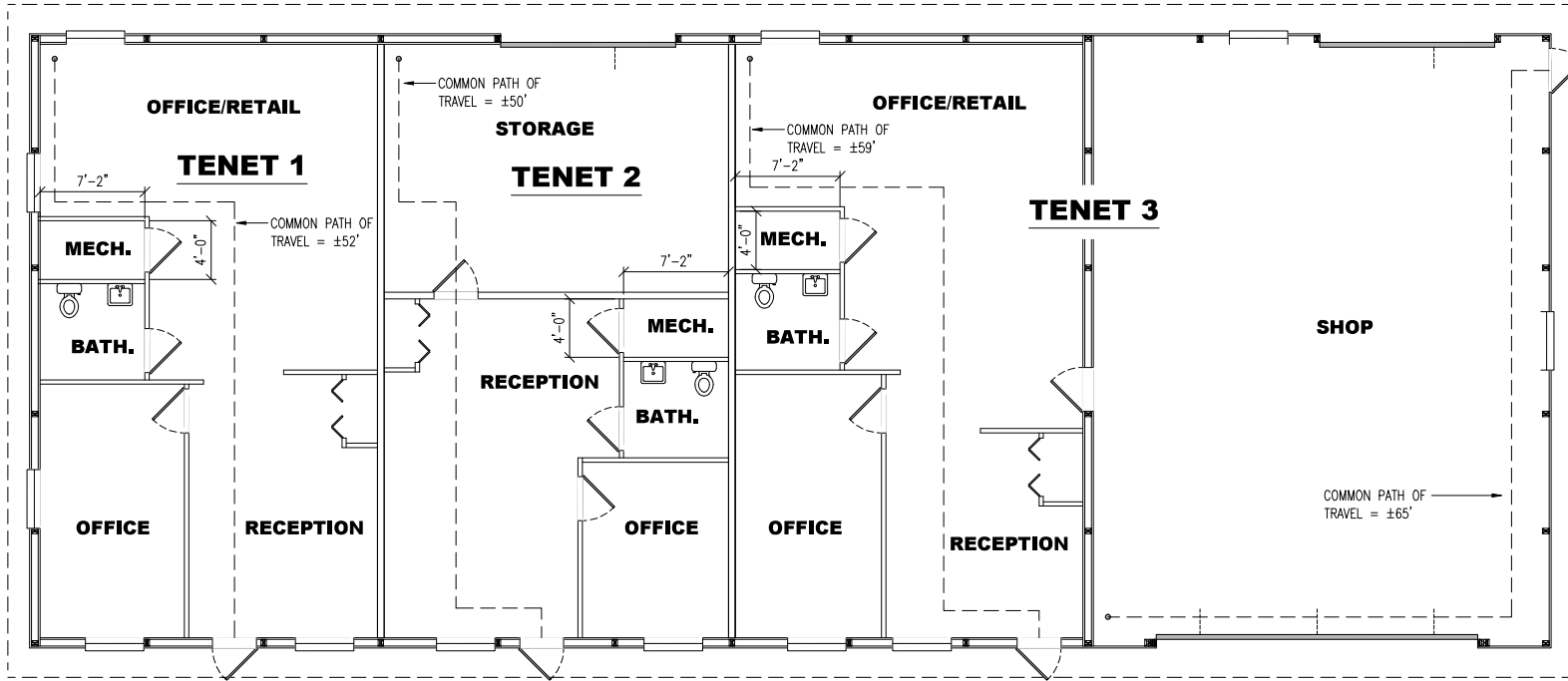
190 PAOLI STREET / P.O. BOX 930220
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDERA

DATE DRAWN: 3/4/22

PLAN REVISIONS:

NUMBER	DATE	BY
1		
2		
3		
4		



FINISH SCHEDULE			
ROOM	WALL	CEILING	FLOOR
SHOP	- UNFINISHED FRAMING	- UNFINISHED FRAMING	CONCRETE
MECHANICAL	- UNFINISHED FRAMING	- LINER PANEL CEILING WITH (3) MIL. POLY. - ATTIC INSULATION (BY CLEARY SUB) - 8'-0" FROM FINISHED FLOOR TO CEILING	CONCRETE
BATHROOMS	- 2x4 NAILERS AT 24" O.C. - 1/2" GYPSUM WALL BOARD - 4" VINYL BASE BOARD	- 2x8 SP#1 DECK JOISTS AT 16" O.C. - 5/8" GYPSUM WALL BOARD CEILING - 8'-0" FROM FINISHED FLOOR TO CEILING	VINYL
RECEPTION	- 2x4 NAILERS AT 24" O.C. - 1/2" GYPSUM WALL BOARD - 4" VINYL BASE BOARD	- STEEL CEILING - ATTIC INSULATION - FLOOR TO CEILING HEIGHT VARIES	CARPET
OFFICES	- 2x4 NAILERS AT 24" O.C. - 1/2" GYPSUM WALL BOARD - 4" VINYL BASE BOARD	- 2x8 SP#1 DECK JOISTS AT 16" O.C. - 5/8" GYPSUM WALL BOARD CEILING - 8'-0" FROM FINISHED FLOOR TO CEILING	CARPET
OFFICE/RETAIL	- 2x4 NAILERS AT 24" O.C. - 1/2" GYPSUM WALL BOARD - 4" VINYL BASE BOARD	- STEEL CEILING - ATTIC INSULATION - FLOOR TO CEILING HEIGHT VARIES	CONCRETE
STORAGE	- 2x4 NAILERS AT 24" O.C. - 1/2" GYPSUM WALL BOARD - 4" VINYL BASE BOARD	- STEEL CEILING - ATTIC INSULATION - FLOOR TO CEILING HEIGHT VARIES	CONCRETE

NOTE:
ALL EXTERIOR AND INTERIOR
DOORS TO BE ADA COMPLIANT

PROJECT NAME: SHAMROCK INVESTMENTS
PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
TOWN OF ELIZABETH, COLORADO
BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
SHEET NAME: INTERIOR ROOM LAYOUT PLAN

PROJECT NUMBER: PR2021039
SHEET NUMBER: IP1.0
SHEET SCALE: 1/4"=1'-0"

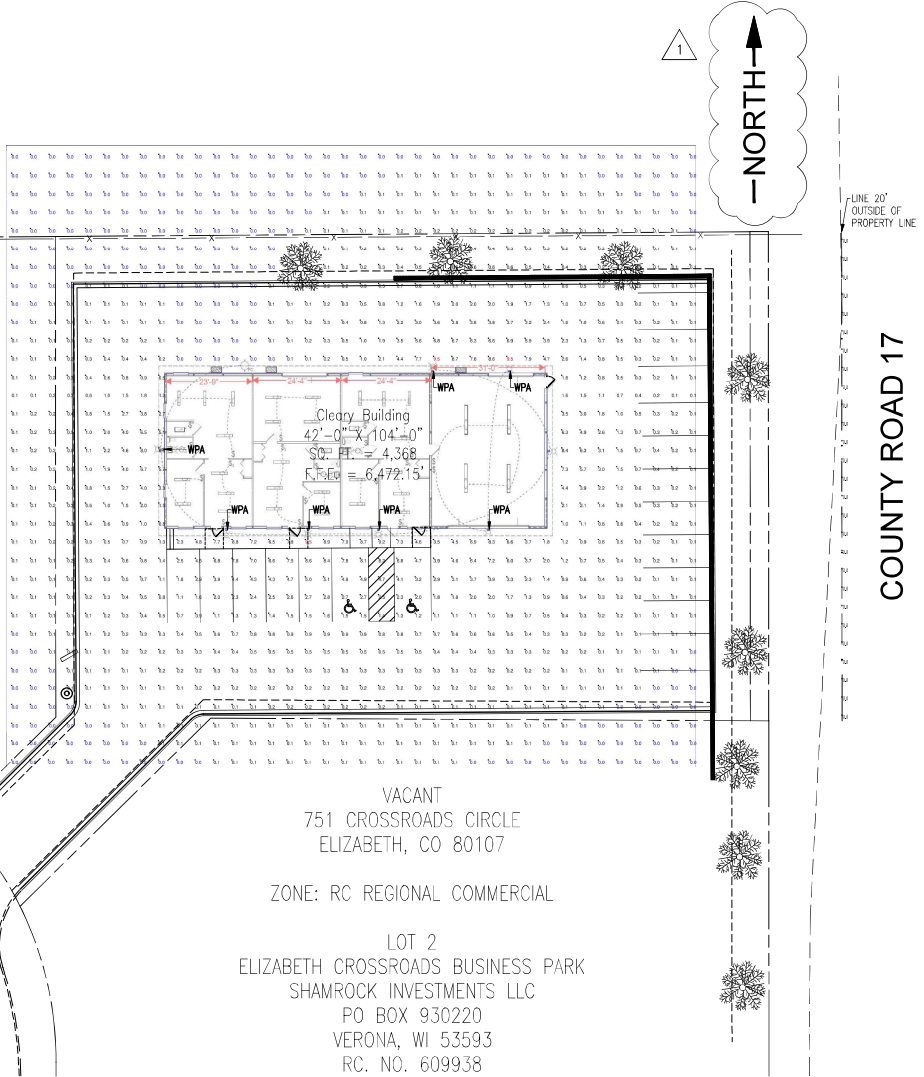


AUTOMATIC LIGHTING CONTROL
 COMPLIANCE WITH ENERGY CODE IS
 ACHIEVED BY:

1. ALL SIGNAGE LIGHTING SHALL BE EXTINGUISHED WITHIN ONE (1) HOUR OF THE END OF BUSINESS HOURS, AND REMAIN EXTINGUISHED UNTIL ONE (1) HOUR PRIOR TO THE COMMENCEMENT OF BUSINESS HOURS.
2. LIGHTS SHALL BE AUTOMATICALLY TURNED OFF WHEN DAYLIGHT IS PRESENT AND SATISFIES THE LIGHTING NEEDS. BUILDING FACADE AND LANDSCAPE LIGHTING SHALL AUTOMATICALLY SHUT OFF FROM NOT LATER THAN 1 HOUR AFTER BUSINESS CLOSING TO NOT EARLIER THAN 1 HOUR BEFORE BUSINESS OPENING.
3. TIME SWITCH CONTROLS FOR EXTERIOR LIGHTING SHALL COMPLY WITH THE FOLLOWING:
 - 3.1. THEY SHALL HAVE A CLOCK CAPABLE OF BEING PROGRAMMED FOR NOT FEWER THAN 7 DAYS.
 - 3.2. THEY SHALL BE CAPABLE OF BEING SET FOR SEVEN DIFFERENT DAY TYPES PER WEEK.
 - 3.3. THEY SHALL INCORPORATE AN AUTOMATIC HOLIDAY SETBACK FEATURE.
 - 3.4. THEY SHALL HAVE PROGRAM BACKUP CAPABILITIES THAT PREVENT THE LOSS OF PROGRAM TIME SETTINGS FOR A PERIOD OF NOT LESS THAN 10 HOURS IN THE EVENT THAT POWER IS INTERRUPTED.

VACANT
 759 CROSSROADS CIRCLE
 ELIZABETH, CO 80107
 ZONE: RC REGIONAL COMMERCIAL
 LOT 4
 ELIZABETH CROSSROADS BUSINESS PARK
 GARDNER, SCOTT WALTER
 PO BOX 545
 ELIZABETH, CO 80107-0545
 RC. NO. 489745

VACANT
 751 CROSSROADS CIRCLE
 ELIZABETH, CO 80107
 ZONE: RC REGIONAL COMMERCIAL
 LOT 2
 ELIZABETH CROSSROADS BUSINESS PARK
 SHAMROCK INVESTMENTS LLC
 PO BOX 930220
 VERONA, WI 53593
 RC. NO. 609938



DRAWN BY: WALDERA
 DATE DRAWN: 7/16/21

PLAN REVISIONS:		
NUMBER	DATE	BY
1	1/27/22	MW
2		
3	3/4/22	MW
4		

PROJECT NAME: SHAMROCK INVESTMENTS
 PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
 TOWN OF ELIZABETH, COLORADO
 BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
 SHEET NAME: SITE PHOTOMETRIC PLAN

PROJECT NUMBER: PR2021039
 SHEET NUMBER: SP1.0
 SHEET SCALE: 1/16"=1'-0"



EXTERIOR LIGHT FIXTURE SCHEDULE

MARK	MFR.	CATALOG NUMBER	SUPPLY VOLTAGE	MOUNTING	LAMP TYPE	WATTAGE	NOTES
WPA	EIKO	WPA-455-35W-740-UD-BZ	120-277V	WALL	LED	35.1W	FULL CUTOFF

File Name and Path: I:\Command\CAD FILES\2021\PROPOSALS\PR2021039\ELIZABETH SUBMITTAL\PR2021039-07-SITE-PHOTOMETRIC-PLAN-SP1.0.dwg
 Date Printed: 3/24/2022 11:59 AM
 Printed By: Michael Waldora



WALLPACK - FULL CUTOFF

DESCRIPTION

A stylish and slim adjustable wallpack featuring 130lpw efficiency and 0°-90° adjustability.

FEATURES

- 0°-90° adjustable
- Easy installation and maintenance

LISTINGS

- UL Listed for wet locations
- IP65 Rated
- DesignLights Consortium® Premium Qualified - meets the requirements for the highest DLC qualification for efficacy and lumen maintenance

LED CHARACTERISTICS

- Rated lifetime L70: 50,000 hours
- 4000K/5000K CCT
- CRI: >70

ELECTRICAL

- Input voltage: 120-277V
- Power factor: >0.9
- THD: <20%

CONSTRUCTION

- Integrated aluminum heat sink
- Polycarbonate lens
- Corrosion-resistant coating
- -40°F to 122°F (-40°C to 50°C) operating temperature

WARRANTY

- 5 year limited warranty. Additional warranty options available. Contact EIKO for details

project name	type
catalog number	
comments	voltage
approved by	date



12W/35W



50W/75W

APPLICATIONS

- Industrial Parks
- Loading Docks
- Utility Sheds
- Entrways
- Walkways
- Storage Areas
- Security



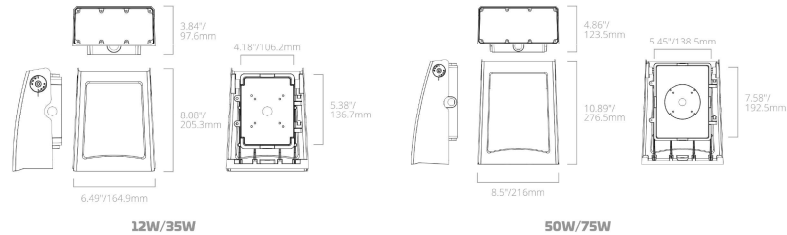
PERFORMANCE SUMMARY

Order Code	Item #	Watts	Lumens	CCT	CRI	Volts	Dimming	DLC Premium
11139	WPA-156-12W-740-UD-BZ	12W	1,560	4000K	70+	120-277V	0-10V	✓
11140	WPA-156-12W-750-UD-BZ	12W	1,560	5000K	70+	120-277V	0-10V	✓
11141	WPA-455-35W-740-UD-BZ	35W	4,550	4000K	70+	120-277V	0-10V	✓
11142	WPA-455-35W-750-UD-BZ	35W	4,550	5000K	70+	120-277V	0-10V	✓
11144	WPA-650-50W-740-UD-BZ	50W	6,500	4000K	70+	120-277V	0-10V	✓
11145	WPA-650-50W-750-UD-BZ	50W	6,500	5000K	70+	120-277V	0-10V	✓
11146	WPA-975-75W-740-UD-BZ	75W	9,750	4000K	70+	120-277V	0-10V	✓
11147	WPA-975-75W-750-UD-BZ	75W	9,750	5000K	70+	120-277V	0-10V	✓

ACCESSORIES

Order Code	Item #	Description
11154	WPAYOKESM	Adjustable Wall Pack Yoke Mount Small (12W/35W models)
11155	WPAKNUCKLES	Adjustable Wall Pack Knuckle Mount Small (12W/35W models)
11156	WPAYOKEMD	Adjustable Wall Pack Yoke Mount Medium (50W/75W models)
11157	WPAKNUCKLEMD	Adjustable Wall Pack Knuckle Mount Medium (50W/75W models)
09966	PC1-4036-U	Photocell, Flush Mount, 120-277V
09967	PC1-4136-U	Photocell, Stem Mount, Side Lens, 120-277V
09968	PC1-4236-U	Photocell, Stem Swivel Mount, Side Lens, 120-277V
09969	PC1-4736-U	Photocell, Stem Swivel Mount, Top Lens, 120-277V

DIMENSIONS



ORDERING INFORMATION

EXAMPLE: WPA-156-12W-740-UD-BZ

Model	Lumens	Watts	CRI/CCT	Voltage	Dimming	Finish
WPA : Adjustable Wallpack	156 - 1,560 lm	12W - 12W	740 - 70 CRI; 4000K 750 - 70 CRI; 5000K	U - 120-277V	D - 0-10V Dimming	BZ - Bronze
	455 - 4,550 lm	35W - 35W				
	650 - 6,500 lm	50W - 50W				
	975 - 9,750 lm	75W - 75W				

1 EIKO USA: 1.800.852.2217 | EIKO Canada: 1.888.410.8151 | eiko.com

2 ©2019 Eiko Global, LLC, World Headquarters: 23220 W. 84th Street, Shawnee, KS 66227 (P) 1.800.852.2217 (F) 1.800.492.8975 EIKO Global Canada, LLC, 81 King Street, Barrie, ON L4N 6B5 Canada (P) 1.888.410.8151 (F) 1.888.705.1335 | eiko.com



190 PACLI STREET / P.O. BOX 930220
VERONA, WI 53593 / (800) 373-5550

DRAWN BY: WALDEPA

DATE DRAWN: 7/16/21

PLAN REVISIONS:

NUMBER	DATE	BY
1		
2		
3	3/4/22	
4		

PROJECT NAME: SHAMROCK INVESTMENTS
PROJECT SITE ADDRESS: 755 CROSSROADS CIRCLE, LOT 3 CROSSROADS BUSINESS PARK
TOWN OF ELIZABETH, COLORADO
BUILDING SIZE: 42'x32'x14'-8" & 42'x72'x11'-8"
SHEET NAME: SITE LIGHTING DETAILS

PROJECT NUMBER: PR2021039
SHEET NUMBER: SP1.1
SHEET SCALE:



NOTES

GENERAL

- THE CONTRACTOR SHALL COORDINATE AND PROVIDE FOR THE PROTECTION OF EXISTING UTILITIES AND DRAINAGE STRUCTURES. UTILITIES OR OTHER OBSTRUCTIONS REQUIRING RELOCATION OR DELETION ARE TO BE RELOCATED OR REMOVED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THE UTILITY NOTIFICATION CENTER OF COLORADO SHALL BE CONTACTED BY PHONE (303) 761-1000-2222-1000-2222.
- THE CONTRACTOR SHALL NOT DISTURB ANY EXISTING UTILITIES UNLESS OTHERWISE NOTED ON THE DRAWINGS. ALL UTILITIES SHALL REMAIN IN SERVICE AT ALL TIMES DURING CONSTRUCTION UNLESS OTHERWISE NOTED ON THE DRAWINGS. ANY WORK BETWEEN THE CONTRACTOR, THE RESPECTIVE UTILITY DEPARTMENT AND WHERE APPROPRIATE, THE PRIVATE PROPERTY OWNER(S).
- THE CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL WORK IS PERFORMED IN ACCORDANCE WITH APPLICABLE STANDARDS AND REGULATIONS AS SET FORTH BY THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA).

EROSION CONTROL

- ALL EXCAVATION, PIPE ERECTION AND TRENCH BACKFILL SHALL BE IN ACCORDANCE WITH TRENCHING AND SHIELDING STANDARDS (ASTM).
- IN THOSE AREAS WHERE PIPELINE TRENCHING ACTIVITIES OCCUR OUTSIDE OF EXISTING CHANNELS OR ASPHALT PAVED, THE EXISTING TOPSOIL SHALL BE FULLY STOCKPILED, STOCKPILED AND REINSTALLED UPON COMPLETION OF THE BACKFILL PROCEDURE.
- IN THOSE AREAS WHERE PIPELINE TRENCHING ACTIVITIES OCCUR OUTSIDE OF EXISTING CHANNELS OR ASPHALT PAVED, THE EXISTING TOPSOIL SHALL BE FULLY STOCKPILED, STOCKPILED AND REINSTALLED UPON COMPLETION OF THE BACKFILL PROCEDURE.
- IN THOSE AREAS WHERE CONSTRUCTION ACTIVITIES ALTERS EXISTING DRAINAGE CONFIGURATIONS, DRAINAGE PATTERNS SHALL BE REINSTALLED AS SHOWN OR RESTORED TO AS GOOD AS OR BETTER CONDITIONS THAN THOSE THAT EXISTED PRIOR TO THE CONSTRUCTION ACTIVITY.
- COMPACTION SHALL BE IN COMPLIANCE WITH TOWN OF ELIZABETH STANDARDS AND SPECIFICATIONS. IN THOSE AREAS WHERE CUT REMAINS ARE ISSUED BY AN OFFICIAL AUTHORITY OR IN CASE OF CONFLICT IN THE REFERENCED STANDARDS, COMPLY WITH THE MORE STRINGENT SPECIFICATION.
- ANY MATERIAL NOT SUITABLE FOR INCORPORATION INTO TRENCH BACKFILL OR STREET SURFACE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF BY AND AT THE EXPENSE OF THE CONTRACTOR.
- ANY SOIL THAT IS DETERMINED TO BE UNDESIRABLE SUBGRADE ELEVATIONS FOR CONSTRUCTION ACTIVITIES SHALL BE RECOMPACTED IN ACCORDANCE WITH TOWN OF ELIZABETH CONSTRUCTION STANDARDS AND SPECIFICATIONS.

TRAFFIC CONTROL AND STREET SURFACE RESTORATION

- IF REQUIRED, THE CONTRACTOR SHALL PROVIDE A TRAFFIC CONTROL PLAN IN ACCORDANCE WITH THE PROVISIONS OF THE APPLICABLE AGENCY HAVING JURISDICTION OVER THE HIGHWAY WHICH MAY VARY, BUT IS NOT LIMITED TO, THE TOWN OF ELIZABETH PUBLIC WORKS DEPARTMENT.
- ALL STREET SURFACE RESTORATION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF TOWN OF ELIZABETH WORKS.
- ON-ROADWAY RESTORATION: IN THOSE AREAS WHERE CONSTRUCTION ACTIVITY CROSSES EXISTING DRIVEWAYS, EXISTING SURFACE MATERIALS OTHER THAN ASPHALT SHALL BE FULLY STOCKPILED, STOCKPILED AND REINSTALLED. DRIVEWAY RESTORATION SHALL RESULT IN A DRIVEWAY THAT IS EQUAL TO OR BETTER THAN THAT EXISTING PRIOR TO CONSTRUCTION.

EROSION CONTROL NOTES

GENERAL

- REFER TO EROSION CONTROL DETAILS, FOR SPECIFIC DETAILS IDENTIFIED ON THIS SET. CONTRACTOR SHALL MONITOR EROSION AND SEDIMENT TRANSPORT ON A REGULAR BASIS. IF IT IS DETERMINED THAT THERE ARE AREAS OF EXCESSIVE EROSION AND/OR SEDIMENT TRANSPORT, CONTRACTOR SHALL ADDRESS SAID CONDITION, USING ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES, AS NEEDED. CONTRACTOR IS ENCOURAGED TO UTILIZE THE BEST MANAGEMENT PRACTICES (BMP) BEST MANAGEMENT PRACTICES DETAILED IN VOLUME 3 OF THE DRAINAGE CRITERIA MANUAL. CONTACT ENGINEER FOR ADJUSTMENT.

LANDSCAPING

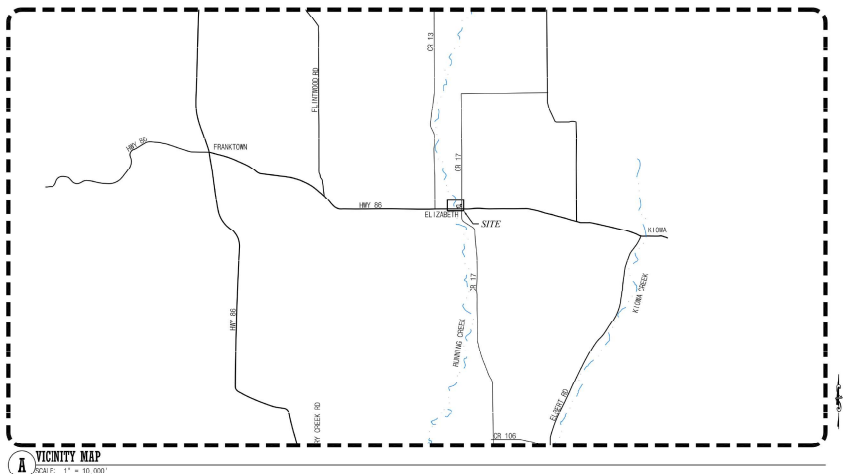
- FOLLOWING PAVING AND FINAL GRADING, PLACE ALL LANDSCAPING AS SOON AS POSSIBLE. IF PAVING AND FINAL GRADING OPERATIONS ARE COMPLETED DURING WINTER NON-WORKING MONTHS, LANDSCAPING SHALL BE COMPLETED AS EARLY AS POSSIBLE DEPENDING ON WEATHER IN THE NEXT SPRING.

SOIL STOCKPILE

- CONTRACTOR SHALL PROVIDE SOIL STOCKPILE (STK) IN A LOCATION TO HAVE MINIMAL VISUAL IMPACT ON THE DEVELOPMENT AND OR PROPERLY MANAGE EROSION/SEDIMENT CONTROL ISSUES.

SOIL MAINTENANCE

- IF ADDITIONAL FILL DIRT IS NEEDED, USE AREA WITHIN STORMWATER MANAGEMENT POND (LITTLE WATCHING POND). CONSULT WITH GEOLOGICAL ENGINEER FOR APPROVAL OF SPECIFIC FILL DIRT AND COMPACTION REQUIREMENTS.
- THE CONTRACTOR IS TO UNDERSTAND HIS WORK IN ACCORDANCE WITH OSHA'S CONFINED SPACE ENTRY REQUIREMENTS.
- NEW MATERIALS SHALL BE USED FOR ALL WORK UNLESS NOTED OTHERWISE ON THE DRAWINGS.
- POSITIVE DRAINAGE SHALL BE PROVIDED AWAY FROM ALL STRUCTURES. FINISH GRADING IS SUBJECT TO REVIEW AND APPROVAL.
- THE SUBGRADE UNDERNEATH ALL BUILDING STRUCTURES SHALL BE ADEQUATELY STABILIZED IN ACCORDANCE WITH SPECIFICATIONS PROVIDED BY A GEOTECHNICAL ENGINEER.
- THE SUBGRADE UNDERNEATH ALL NON-BUILDING STRUCTURES SHALL BE ADEQUATELY STABILIZED IN ACCORDANCE WITH TOWN OF ELIZABETH DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.
- PIPELINE INSTALLATION SHALL GENERALLY BE UNDERMINED FROM THE DOWNHILL PORTION OF THE PROJECT PROCEEDING UPHILL.
- ALL PIPES SHALL BE "AS QUILT" SURVEYED AND "AS QUILT" DRAWINGS SUBMITTED TO THE ENGINEER FOR REVIEW AND ACCEPTANCE.
- THE OWNER/DEVELOPER MUST OBTAIN THE WRITTEN PERMISSION OF THE ADJACENT PROPERTY OWNER(S) PRIOR TO ANY OFF-SITE EROSION OR CONSTRUCTION.
- THE OWNER/DEVELOPER MUST OBTAIN A U.S.D.P.S. STORM WATER EVIDENCE PERMIT FROM THE COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT, IF REQUIRED.
- CONTRACTOR SHALL COORDINATE WITH TOWN OF ELIZABETH ANY VESICATING REQUIRED BY THE TOWN.
- ALL UTILITY EASEMENTS MUST REMAIN UNINDENTURED AND FULLY ACCESSIBLE ALONG THEIR ENTIRE LENGTH FOR MAINTENANCE EQUIPMENT.



EARTHWORK/DATA SUMMARY TABLE

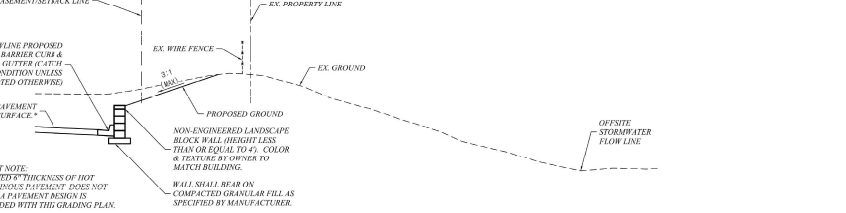
ITEM	DESCRIPTION	UNIT	QUANTITY
1	EXISTING EXCAVATED VOLUME (COMPUTER MODEL)	CU YD	100.00
2	EXISTING EXCAVATED VOLUME (FROM FIELD MEASUREMENT)	CU YD	100.00
3	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
4	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
5	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
6	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
7	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
8	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
9	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
10	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
11	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
12	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
13	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
14	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
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16	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
17	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
18	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
19	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
20	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
21	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
22	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
23	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
24	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
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26	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
27	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
28	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
29	EXISTING EXCAVATED VOLUME (TOTAL)	CU YD	200.00
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VICINITY MAP

SCALE: 1" = 10,000'

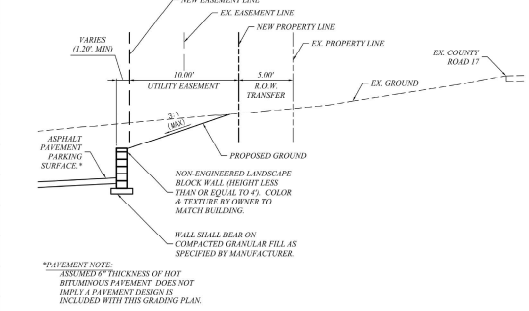
EAST ELIZABETH MAP

SCALE: 1" = 1,000'



NORTH BUFFER SECTION

SCALE: 1" = 5'



EAST BUFFER SECTION

SCALE: 1" = 5'

NOTES

DATE: _____

REVISIONS:

NO.	DATE	DESCRIPTION

PROFESSIONAL SEAL

BRUCE J. JOHNSON, P.E.
Professional Engineer
No. 11000
State of Colorado
Brian Johnson, P.E. License No. 11000

THIS DRAWING MAY BE REPRODUCED FOR THE PURPOSE OF PREPARING CONTRACTS OUTSIDE OF THE STATE OF COLORADO. THIS DRAWING IS NOT TO BE REPRODUCED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF PRISM DESIGN & CONSULTING GROUP.

THIS DESIGN IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF PRISM DESIGN & CONSULTING GROUP.

PRISM DESIGN & CONSULTING GROUP
P.O. BOX 481730
AURORA, CO 80048
PHONE: 720-889-7324
WWW.PRISMDSG.COM

OWNER:
CLEARLY BUILDING CORP.
100 PAULI STREET
VERONA, WI 53593
PROJECT NO.: MATTHEW SCHNEIDER
PHONE: 608-407-4135

CONTACT INFO
ENGINEER/SURVEYOR
PRISM DESIGN & CONSULTING GROUP, INC.
BRUCE JOHNSON, P.E.
GARRY ROHLER, PLS
P.O. BOX 441100
AURORA, CO 80044
PHONE: 720-889-7324

SHEET INDEX

SHEET NO.	TITLE
C1.0	COVER SHEET & NOTES
C1.1	GRADING PLAN
C1.2	UTILITY PLAN
C1.3	EROSION CONTROL PLAN
C1.4	EROSION & SEDIMENT CONTROL DETAILS

NO. 21-021
DATE: 04/2020
SCALE: 1/8"=1'-0"
SHEET: 1 OF 5
DATE: 04/2020
SCALE: 1/8"=1'-0"
SHEET: 1 OF 5
DATE: 04/2020
SCALE: 1/8"=1'-0"
SHEET: 1 OF 5

LEGEND

PROPERTY

- SECTION LINE & CORNER
- PROPERTY LINE
- EASEMENT - EXISTING
- BUILDING SETBACK

UTILITIES

EXISTING

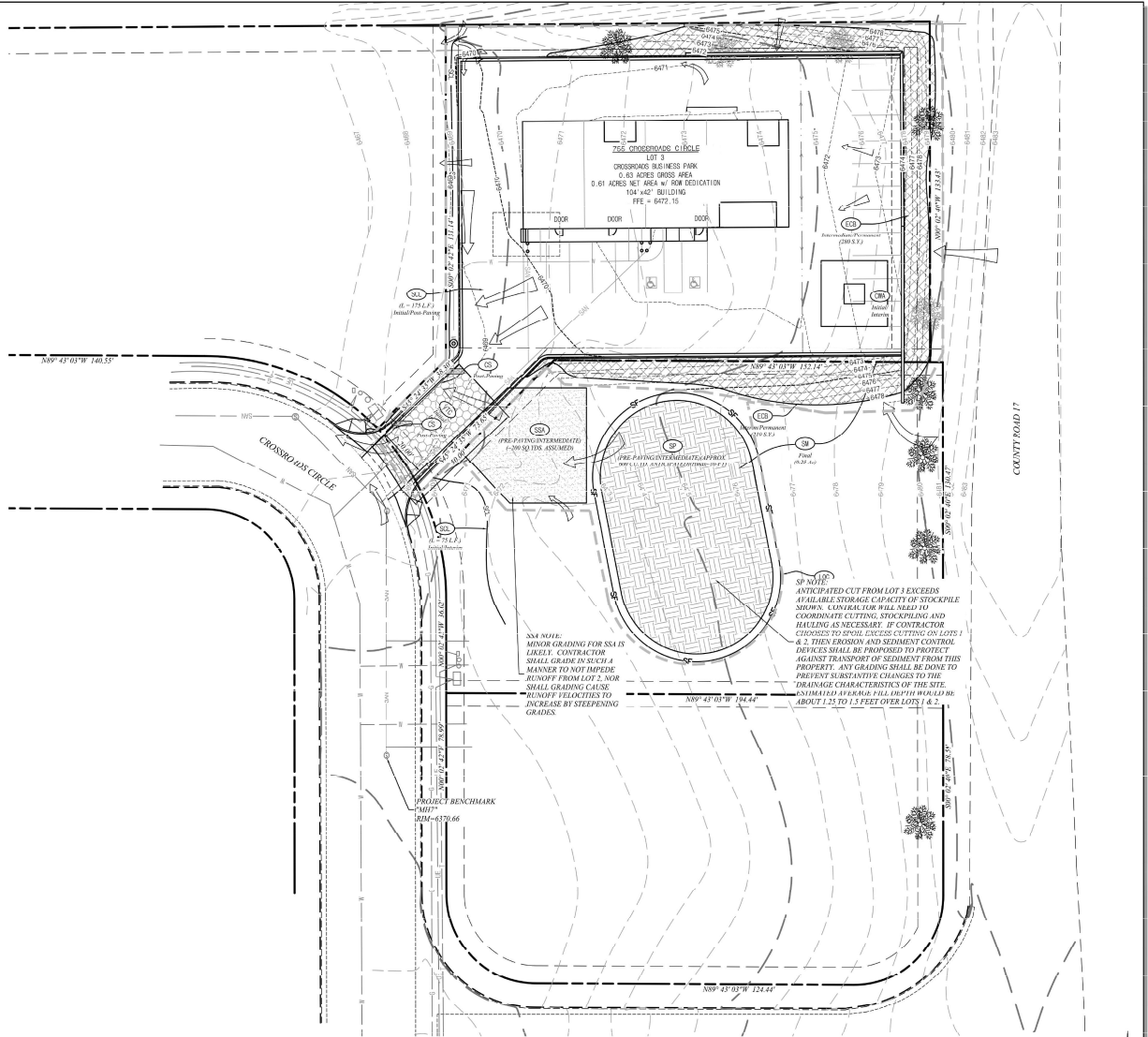
- WATER MAIN & VALVE
- FIRE HYDRANT & VALVE
- WATER SERVICE
- SANITARY SEWER MAIN & BOX
- SANITARY SEWER SERVICE

DEVELOPED

- CURB & GUTTER (L.P., FLOWLINE & BACK OF CURB)
- SIDEWALK
- ASPHALT PAVEMENT
- TRAFFIC CONTROL SIGN
- MINOR CONTOUR
- MAJOR CONTOUR
- DRAINAGE SWALE
- RETAINING WALL
- PROPOSED GROUND
- SPOT ELEVATION
- FLOW ARROW - GENERAL
- SLOPE ARROW - ON GRADE
- SLOPE

EROSION CONTROL

- LIMITS OF CONSTRUCTION
- SILT FENCE
- SEDIMENT CONTROL LOG
- CONCRETE WASHOUT AREA
- STABILIZED STAGING AREA
- EROSION CONTROL BLANKET
- SEEDING AND MULCHING / GENERAL LANDSCAPING
- VEHICLE TRACKING CONTROL
- SOIL STOCKPILE
- INLET PROTECTION
- CURB ROCKS
- ROCK SOCK CHECK DAM
- SEDIMENT BASIN



EROSION CONTROL PLAN
 SCALE: 1" = 20'

REVISIONS

NO.	DATE	DESCRIPTION

PROFESSIONAL ENGINEER
 STATE OF MARYLAND
 No. 5180
 PROFESSIONAL ENGINEER

PRISM DESIGN & CONSULTING GROUP
 P.O. BOX 481730
 Phone: 720-609-2324
 prismdesign.com

EROSION CONTROL PLAN
 PREPARED BY:
 Cheryl Building Corp
 181 Crosswalk Circle, Lot 2, Crosswalk Business Park
 Town of Crosswalk, Maryland

SHANNOCK INVESTMENTS LLC
 181 Park Street
 Towson, MD 21286

NO. PROJECT: 21-021
 SHEET NO.: 1 OF 2
 SHEET DATE: 3/24/2022
 SHEET TIME: 11:59 AM
 DATE: 3/24/2022
 SCALE: 1" = 20'
 DRAWN BY: C.L.S.

Roof /
Wainscot

Item 2.



Siding



FINAL PLAT

ELIZABETH CROSS ROADS BUSINESS PARK

A PORTION OF THE SOUTHEAST QUARTER OF SECTION 7, T8S, R64W, 6th P.M., TOWN OF ELIZABETH, ELBERT COUNTY, COLORADO

12-126
1/2

PROPERTY DESCRIPTION:

A parcel of land in the Southeast 1/4 of Section 7, Township 8 South, Range 64 West of the 6th Principal Meridian, Elbert County, Colorado, more particularly described as follows: Commencing at the Southeast corner of said Section 7 and southeasting the East line of the Southeast 1/4 to bear N00°02'40"W with all bearings contained herein relative thereto; Thence N00°02'40"W along said East line a distance of 88.00 feet; Thence N88°43'37"E a distance of 40.00 feet to a point on the North Right of Way line of State Highway No. 86 and the true point of beginning; Thence N88°43'37"E along said North Right of Way line a distance of 581.80 feet; Thence S89°38'57"W along said North Right of Way line a distance of 410.44 feet; Thence S02°00'00"W a distance of 215.33 feet; Thence N12°00'00"W a distance of 378.77 feet; Thence N12°26'25"E a distance of 181.28 feet; Thence N88°36'27"E a distance of 1059.02 feet; Thence S00°02'40"E a distance of 748.44 feet to the point of beginning; Containing 17.81 acres, more or less.

DEDICATION STATEMENT:

The undersigned, being all the owners, mortgagees, beneficiaries of deeds of trust and holders of other interests in the lands described herein, have laid out, subdivided and platted said lands into lots, blocks, blocks, streets and easements as shown herein under the name and subdivision of Elizabeth Cross Roads Business Park. The utility easements as shown herein are hereby dedicated for public utility and public communication systems and other purposes as shown herein. The cost of providing the services for which the easements are established are hereby granted the perpetual right of ingress and egress from and to adjacent properties for location, maintenance and replacement of utility lines and related facilities. The easements, rights-of-way, street names are dedicated and conveyed to the Town of Elizabeth in the simple absolute for public use and purposes.

David E. Archer
(Owner/ Mortgagee)
David E. Archer
Title: *Member*

ATTEST:
Elizabeth Cross Roads Bus Park LLC

Subscribed and sworn to before me this 13 day of September, 2005, by David E. Archer

WITNESS my hand and official seal.
David E. Archer
Notary Public

My commission expires 10/25/07



PLANNING COMMISSION:

The Final Plat was reviewed by the Planning Commission on July 9, 2005.

Robert J. A.
Chair, Planning Commission

SURVEYOR'S CERTIFICATE:

I, David E. Archer, a duly registered Professional Land Surveyor in the State of Colorado, do hereby certify that this plat truly and correctly represents the results of a survey made in January, 2005, by me or under my direct supervision and that all measurements used as shown herein; that mathematical errors are less than 1:50,000 (second order); and that said plat has been prepared in full compliance with all applicable laws of the State of Colorado dealing with monuments, subdivisions or surveying of land and all provisions, within my control, of the Town Subdivision regulations.

I attest the above on this 13th day of SEPTEMBER, 2005.

David E. Archer
David E. Archer
Professional Land Surveyor
Land Surveyor #1638

GENERAL NOTES:

- This property is subject to the Subdivision Agreement between Elizabeth Cross Roads Business Park, LLC and the Town of Elizabeth, Colorado, which was executed on , 2005, and recorded at Reception No. in the office of the Clerk and Recorder for Elbert County, Colorado.
- This property is subject to the Declaration of Covenants for Elizabeth Cross Roads Business Park, which will be recorded in the office of the Clerk and Recorder for Elbert County, Colorado immediately after recording of this plat.
- Tract "C" depicted herein will be dedicated to the Elizabeth Cross Roads Owners Association in the Declaration of Covenants for Elizabeth Cross Roads Business Park, on which a detention pond will be constructed for which the Association will assume all maintenance responsibility. Tract "C" will be deemed a common element of the Elizabeth Cross Roads Business Park.
- All water mains not located within the public road right of way shall be constructed in the center of the easement.
- The use of all lots shall be consistent with Highway Commercial District Zone (B-1). No Lot shall be larger than 40,000 square feet unless approved by the Board of Trustees.
- Each Lot shall comply with the Town of Elizabeth's Site Plan Standards and Procedures, including but not limited to lighting, landscaping, parking, and storage requirements.
- Tracts B and C and Lots 6, 7 and 8 are affected by an agreement between the U.S. Fish and Wildlife Service Permit No. TE-079424-0 Dated September 23, 2004. The property owner will provide habitat for the Pribilof Meadow Jumping Scaup. Development of these Tracts and Lots are restricted by the agreement for as long as the agreement remains in effect.
- Developed drainage patterns shall be consistent with those outlined in the approved final drainage report for the site.
- In the event that easements over private property are necessary to obtain water and sewer service, the Developer shall obtain at their own expense all necessary water and sewer utility easements and dedicate said easements to the Town.

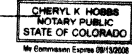
TITLE VERIFICATION:

We, Security Title Guaranty Company, a qualified title insurance company, do hereby certify that we have examined the title of all land platted herein and that title to such land is in the dedication (a) free and clear of all liens, taxes and encumbrances, except as follows:
Deed No. 3rd 2005 Larue R. Landry Exec. V. P.

Date
Subscribed and sworn to before me this 3 day of October, 2005.

by *Garrett B. Corbett*
Garrett B. Corbett, Notary Public

WITNESS my hand and official seal.
Cheryl K. Hobbs
Notary Public



BOARD OF TRUSTEES:

This plat was approved for filing by the Board of Trustees of the Town of Elizabeth, Colorado on the 22nd day of July, 2005 for filing. The dedications are hereby accepted.

All expenses incurred with respect to improvements for all utility services, paving, grading, curbs, gutters, sidewalks, road lighting, road signs, flood protection devices, drainage structures and all other improvements that may be required shall be the responsibility of the subdivider and not the Town of Elizabeth. The Town shall only accept maintenance of the roadway improvements after construction has been completed, and after the warranty period, in accordance with Town Regulations.

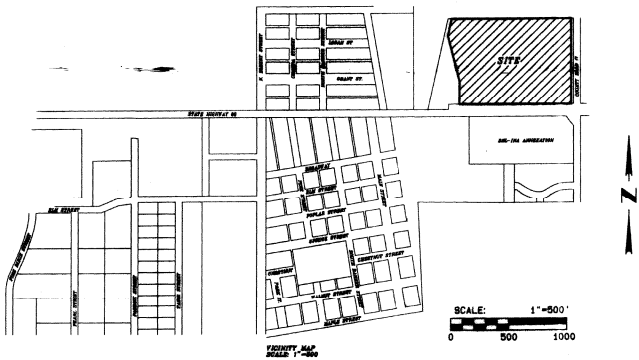
Wendell S. Wilson
Mayor, Town of Elizabeth
Attest: *Sumner S. Richards*
Town Clerk

CLERK AND RECORDER'S CERTIFICATE:

STATE OF COLORADO
COUNTY OF ELBERT

I hereby certify that this plat was filed in my office on this 13th day of SEPTEMBER, 2005, A.M. at 1:22 and was recorded at Reception Number 41757 Book 12 Page 126

Kristina Campbell
County Clerk and Recorder



*NOTICE: According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown herein.

<p>FORM 6-10-03</p>			<p>FINAL PLAT ELIZABETH CROSS ROADS BUSINESS PARK</p> <p>ELIZABETH CROSSROADS LLC</p> <p>Sheet <u>1</u> of <u>2</u> 97-0119</p>
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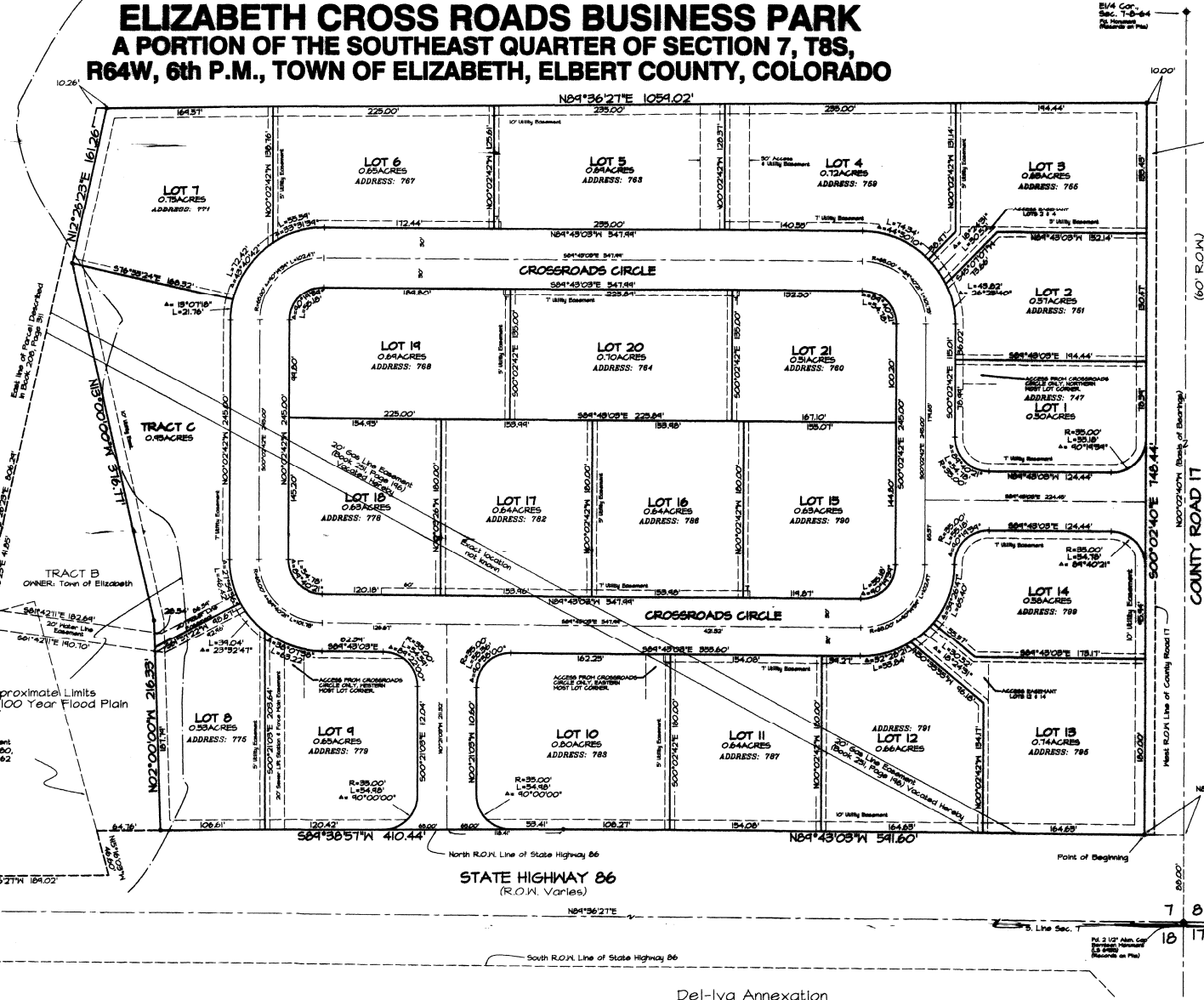
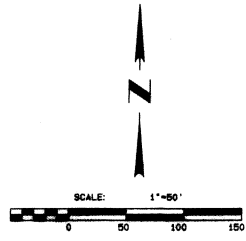
FINAL PLAT

ELIZABETH CROSS ROADS BUSINESS PARK

A PORTION OF THE SOUTHEAST QUARTER OF SECTION 7, T8S, R64W, 6th P.M., TOWN OF ELIZABETH, ELBERT COUNTY, COLORADO

B1/4 Cor. Sec. 7-8-64 (Record as Plat)

OWNER: Town of Elizabeth
Book 54 Page 889
Right of Way



60% PERMANENT EASEMENT
TOWN OF ELIZABETH

Approximate Limits
of 100 Year Flood Plain

STATE HIGHWAY 86
(R.O.W. Varies)

Del-Iva Annexation

S1/4 Cor. Sec. 7-8-64 Pl. 2-1-07 (Ann. Coy. for Del-Iva Annexation) (Record as Plat)

Pl. 2-1-07 Ann. Coy. for Del-Iva Annexation (Record as Plat)

*NOTICE: According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than two years from the date of the certification shown hereon.

Revised 8-18-05 	FINAL PLAT ELIZABETH CROSS ROADS BUSINESS PARK ELIZABETH CROSSROADS LLC 100 FEET Sheet 2 of 2 97-0119
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TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: May 18, 2022
SUBJECT: Update of Groundwater Decrees

BACKGROUND

The Town of Elizabeth has taken substantial steps in preserving water as part of any future development in the community. An example is the increase in water calculations from the 100 year rule to the 300 year rule for water consumption calculations. In addition, Staff is always seeking ways to increase the Town's water resources, while at the same time preserve those same resources for years to come. In keeping with this philosophy, the Town's Water Attorney, David Kueter has proposed a means of amending the Town's decreed groundwater appropriations for the benefit of the Town in the future.

ANALYSIS

The Town has four (4) older water groundwater decrees that do not allow water to be pumped from wells not located on the overlying lands. As such, the only way to access some of that water is to generally locate a separate well at each location, then pipe production to a central location for further treatment and redistribution. The process becomes expensive and redundant.

Our groundwater decrees may be amended by order of the State of Colorado's Water Court. Currently, the State's position is not to object to applications to change the decrees unless it would result in some material injury. Assuming the Water Court approves an application to allow for off-site pumping, the Town could in theory produce nearly all its Denver and Arapahoe groundwater from the Ritoro wells, or from any future well located within the Town's current or future boundaries. Overall, this allows for the greatest flexibility to the Town in the future placement of water wells, infrastructure, and production in the future. It is important to note that this does not alter existing operations, nor increase water consumption. Rather it provides flexibility for the future production of water from the Town's existing water rights.

STAFF RECOMMENDATION

Staff recommends the Elizabeth Board of Trustees authorize David Kueter and his firm to file the appropriate applications to change the Town's four (4) older water decrees to allow groundwater to be withdrawn from any of the Town's contiguous parcels.

BUDGET CONSIDERATIONS

It is believed that the process will be completed without substantial, if any, objection. The Town's water attorneys have provided a broad expense of between \$10,000 and \$20,000 in legal fees

and costs to complete this transaction. The broad range, of course, is based on the level of concerned opposition that could be encountered. As this matter is not budgeted, there would need to be a budget amendment, and it is recommended that the funding comes from unallocated and unappropriated reserves.

ATTACHMENTS

Town of Elizabeth Groundwater Decrees
Master Plan Map

MEMORANDUM

To: Patrick Davidson
cc: Corey Hoffmann, Esq.
Mark Palumbo/Matt Seitz, HRS
From: David L. Kueter
Date: May 18, 2022
Re: *Town of Elizabeth Groundwater Decrees*

The attached map from the Town of Elizabeth Water and Sewer System Master Plan shows the locations of the Town's currently decreed groundwater appropriations. The lettered parcels show the property under which the Town adjudicated the groundwater in its most recent decree in Case No. 2018CW3073, entered in 2020. The colored parcels were adjudicated in prior decrees, either by the Town or by the then landowner prior to annexation and dedication of the groundwater to the Town.

The State's policy is that groundwater adjudicated under a parcel may only be withdrawn through wells located on the overlying land, unless the decree explicitly states that the water may be withdrawn from wells located on adjacent contiguous property.

The 2018CW3073 decree permits that groundwater to be withdrawn from wells located on adjacent land. The Town's older groundwater decrees in Cases Nos. 90CW102 (dark blue on the map), 93CW51 (gray), 94CW210 (yellow), and 99CW118 (orange) do not specifically allow the water to be pumped from wells not located on the overlying land.

When the Town first filed well permit applications in 2020 for the new Denver and Arapahoe wells on the Ritoro parcel (green), the Town sought to be able to pump all of the groundwater available in those aquifers under the Ritoro parcel, along with the contiguous Nielson parcel (brown) and the E-86/Woodard parcels (gray). The State responded that the E-86/Woodard decree did not allow the water to be taken through wells located on adjacent property, so the applications were limited to the groundwater underlying the Ritoro and Nielson parcels, reducing the combined amount available to be pumped from those wells from 284.6 af/year to 178.5 af/year.

The State said we would have to go to Water Court to change the 93CW51 decree to allow the E-86/Woodard water to be removed from off-site wells. The State's current policy is not to object to applications to allow for off-site pumping unless the change would result in material injury.

Following discussions with HRS Water Consultants and the City Manager's office, it is our recommendation that the Town file an application or applications to change its four older decrees to allow the groundwater to be withdrawn from wells located on any of the Town's contiguous parcels as shown on the map. This would allow nearly all of the Town's Denver and Arapahoe groundwater to be withdrawn at the Ritoro wells (about 380 af/year for each aquifer), subject to capacity limits. In the long term, the Town could access its groundwater allocations from future wells located almost anywhere within the Town's current boundaries, or potentially from property annexed in the future.










In 2020, JVA Consulting Engineers estimated the demand for the Ritoro development to be 122.5 af/year. Ritoro wells permitted at the currently available 178.5 af/year are sufficient to meet that demand, so there is no immediate urgency for greater pumping amounts from those wells. However, there are two reasons to seek changes to the Town's decrees at this time:

1. The State is generally getting more restrictive across the board regarding water rights administration. There is a real possibility the State's policy of not objecting to these sorts of changes may be revised in the future, making the changes more difficult and expensive.
2. Colorado law and the Town's existing decrees allow for "banking" of groundwater, where you can divert more than the annual decreed amount as long as the average amount is not exceeded under the permit. If the Town changes its decrees and obtains permits for the higher amounts, it should be able to "bank" the amounts not pumped for withdrawal in the future, subject to the 100 year totals in the decrees. This would allow the Town the opportunity to pump in excess of the decreed annual amounts if needed at some point in the future.

If there is no concerted opposition from the State or any other parties, the estimate for prosecuting a change application or applications to decree is in the range of \$10,000 to \$20,000 in legal fees and costs. There may be additional engineering costs, but there should not be significant engineering required since the groundwater in each of the decrees has already been quantified.

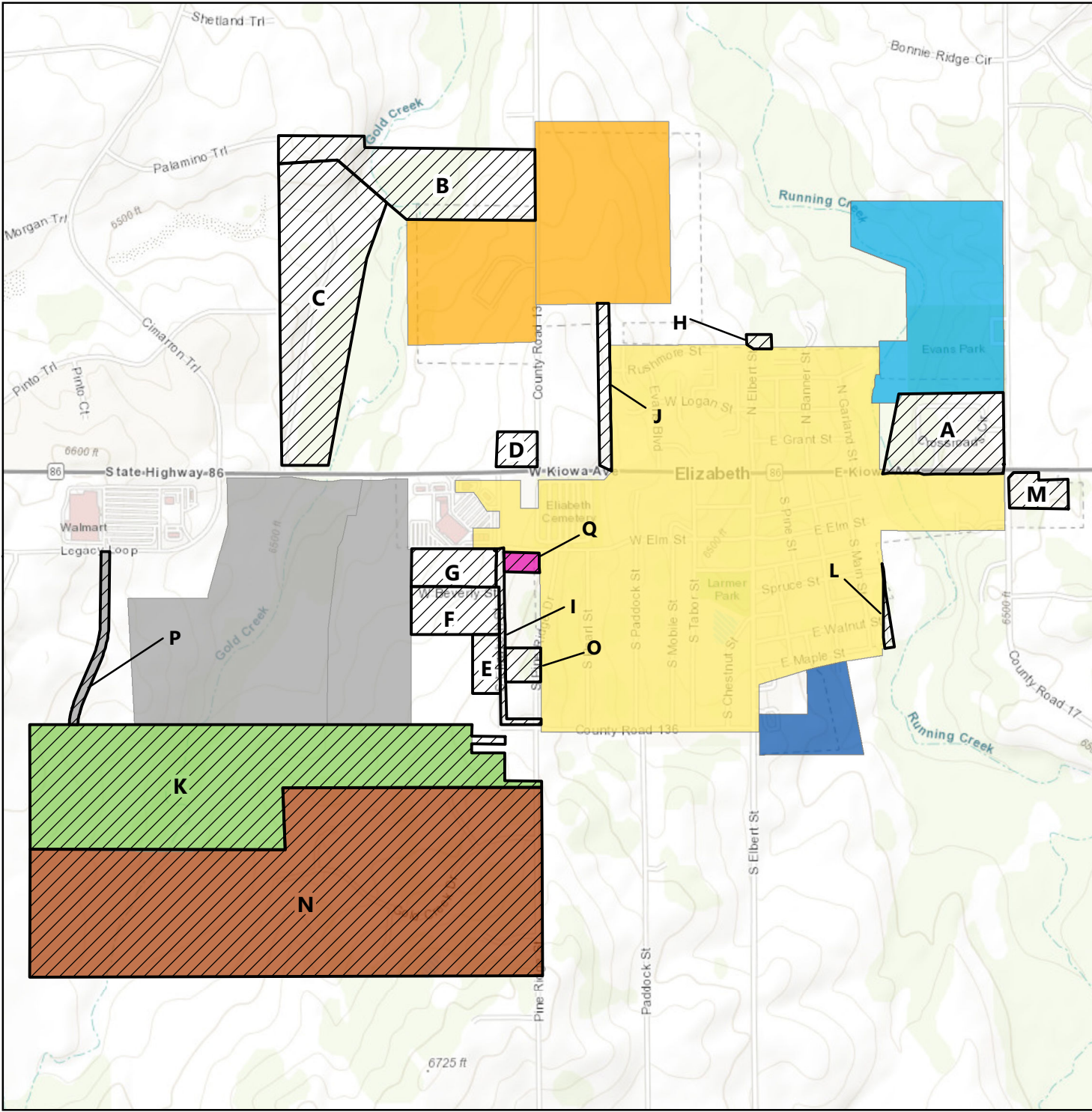
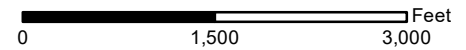
Groundwater Appropriations Parcel Map

Map Legend

-  18CW3073 Town of Elizabeth
- Previously Deceased Parcel (by case number and ownership)
-  84CW94/96CW141, Town of Elizabeth
-  90CW102, Elizabeth Con 1 School District
-  93CW51, Town of Elizabeth
-  94CW190, Elizabeth Parks and Rec District
-  94CW210, Town of Elizabeth
-  99CW118, Elizabeth Con 1 School District
-  07CW244, Town of Elizabeth
-  09CW58, Town of Elizabeth



1 inch = 1,500 feet




Job Number: 86007-11
 Date: February 20, 2020
 Projection: NAD83/UTM
 Zone 13N
 File Name: Elizabeth_TOW
 Sources: Elbert County
 Assesor, CDWR











Groundwater Appropriations Parcel Map

Map Legend

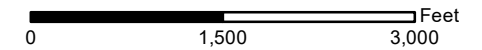
 18CW3073 Town of Elizabeth

Previously Decreed Parcel
(by case number and ownership)

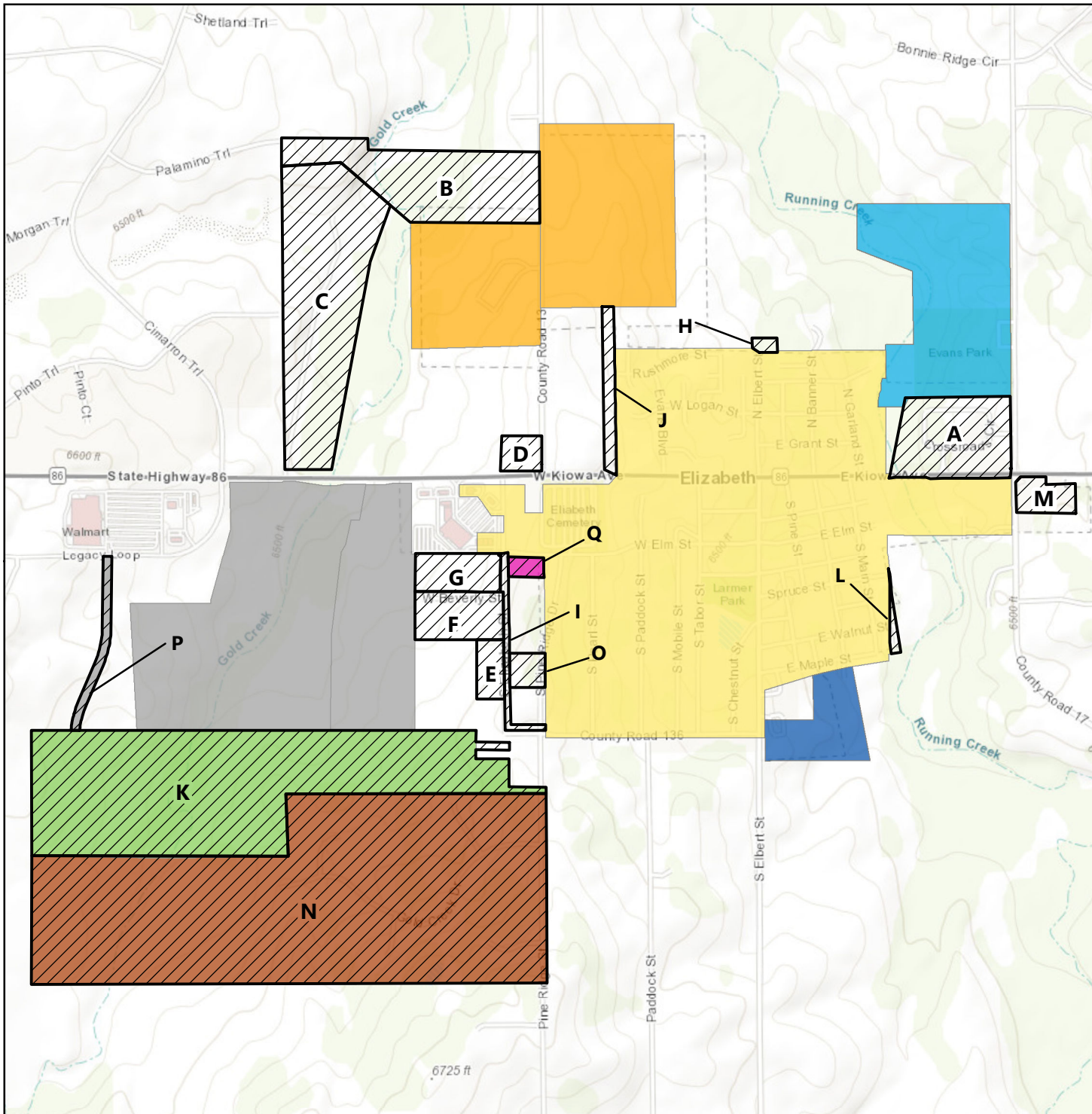
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-  90CW102, Elizabeth Con 1 School District
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1 inch = 1,500 feet



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 Assesor, CDWR





TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, AICP Planner/Project Manager
DATE: May 24, 2022
SUBJECT: Feedback Requested – Elizabeth 44 (Abraham Lot)

SUMMARY

THK Associates has provided four exhibit documents showing what they think could be developed on the Abraham/Elizabeth 44 site. This site is zoned Commercial Mixed Use. They would like to get feedback and comments from the Planning Commission and Board of Trustees on what they have presented.

Within current Commercial Mixed Use zoning all residential uses are granted only by Special Review as outlined in the Elizabeth Municipal Code. THK and the property owner have opted to receive feedback from the Board of Trustees and Planning Commission before formally submitting for the subdivision/plat process.

The formal process to follow, if the owner would like to move forward, is to provide staff with a completed submittal starting with a Sketch Plan (Sec. 16-3-40), followed by a Preliminary Plan (Sec. 16-3-50), and the Final Plat (Sec. 16-3-60). Each subdivided lot will then go through the Site Plan Process where any Uses by Special Review will also be considered.

Staff have not completed any formal reviews of the provided materials.

Representatives from THK are expected to be present to present to the Planning Commission and take feedback.

STAFF RECOMMENDATION

No vote is required at this time. Please provide feedback/comments regarding the exhibits so that THK may take into consideration before officially proposing to the Planning Commission and Board of Trustees.

ATTACHMENT(S)

Elizabeth 44 Exhibits

Retail/Commercial Neighborhood

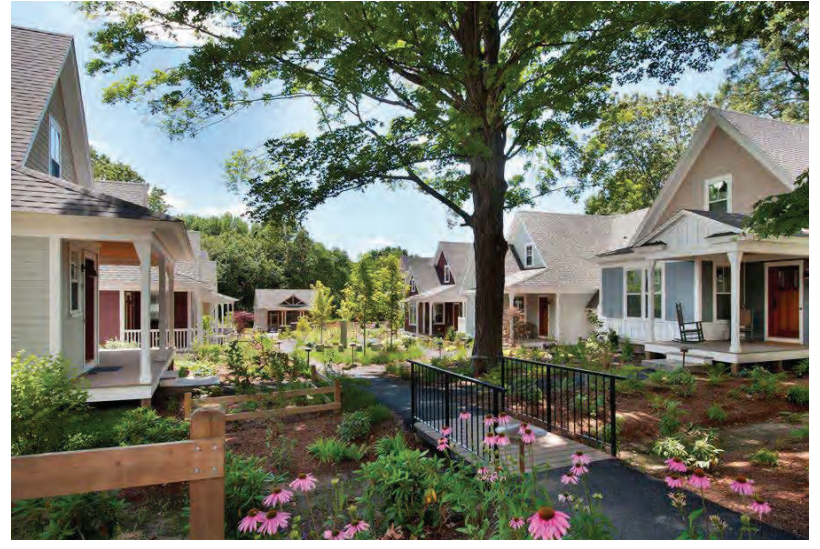


Multi-Family Neighborhood



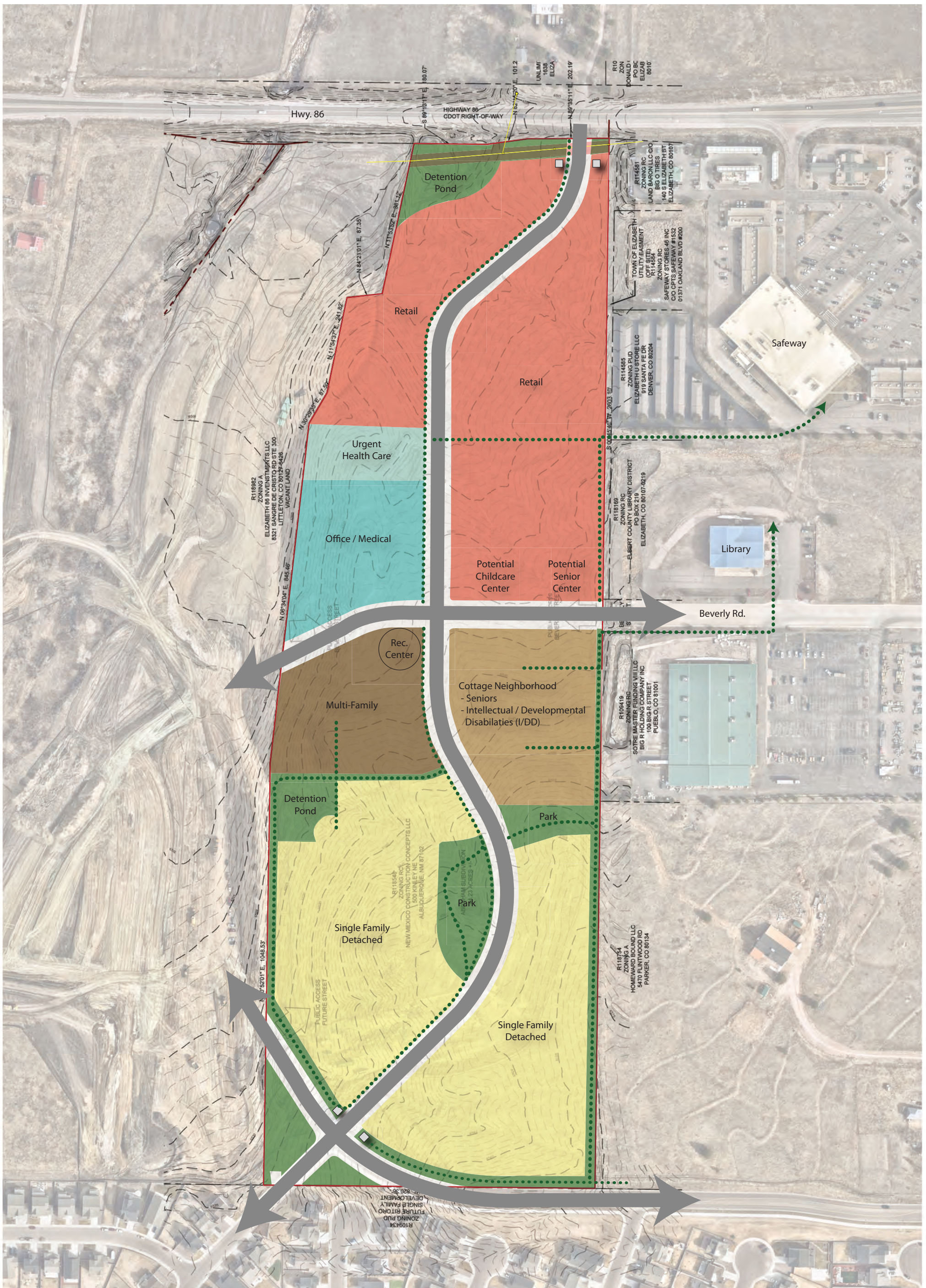
CLUBHOUSE PERSPECTIVE 1

Cottage Homes Neighborhood





Single Family Detached Neighborhood





- Retail / Commercial
- Office / Medical
- Multi-Family (90 Units)
- Cottage Homes (26 Units)
- Single Family Detached (95 Units)
- Parks / Open Space / Detention
- Pedestrian Network



	Retail / Commercial (79,025 SF)		Multi-Family (90 Units)		Single Family Detached (95 Units)
	Office (37,500 SF)		Cottage Homes (26 Units)		Parks / Open Space



TOWN OF ELIZABETH

MICHELLE OESER TOWN CLERK

TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: May 24, 2022
SUBJECT: Election Schedule

SUMMARY

In November of 2021 electors of the Town of Elizabeth voted to have the Town of Elizabeth's regular municipal election date changed from the first Tuesday of April in each even-numbered year to the Tuesday succeeding the first Monday of November in each even-numbered year, and upon such change, shall the terms of of the Trustees that would expire in April of 2022 be extended to November of 2022.

Ordinance 22-04 codifies this voter approved change in the Town's Municipal code.

RECOMMENDATION

Staff recommends the Board of Trustees approve Ordinance 22-04, an Ordinance conforming the Municipal Code of the Town of Elizabeth to reflect changes to the Election Schedule approved by the Town's Electors.

ATTACHMENTS(S)

Ordinance 22-04

ORDINANCE 22-04

AN ORDINANCE CONFORMING THE MUNICIPAL CODE OF THE TOWN OF ELIZABETH TO REFLECT CHANGES TO THE ELECTION SCHEDULE APPROVED BY THE TOWN'S ELECTORS

WHEREAS, the registered electors of the Town of Elizabeth determined at a special election conducted on November 2, 2021 to move the Town's regular municipal election date from April of even-numbered years to November of even-numbered years pursuant to C.R.S. § 31-10-109; and

WHEREAS, the Board of Trustees desires to make minor conforming changes to the Town of Elizabeth Municipal Code to memorialize the voter approval of the change of the Town's regular municipal election date.

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

Section 1. Section 2-1-10 of the Elizabeth Municipal Code is amended to read as follows:

Sec. 2-1-10 – Conduct of Elections

All elections shall be held and conducted in accordance with the Colorado Municipal Election Code of 1965. The Town may by ordinance determine to follow all or part of the provisions of the Uniform Election Code for any election. All regular municipal elections shall be held on the Tuesday following the first Monday of November in each even-numbered year.

Section 2. Section 2-2-10 of the Elizabeth Municipal Code is amended to read as follows:

Sec. 2-2-10 – Board of Trustees; terms, authority, qualifications and vacancies

(a) Terms. The Board of Trustees shall consist of six (6) Trustees and the Mayor. Trustees shall be elected to serve four-year terms. The terms of the Trustees shall be staggered so that only three (3) Trustees shall be elected during any election. The terms of Trustees shall expire upon the first meeting of the Board following certification of the biennial election.

* * *

Section 3. Severability. If any section, paragraph clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or enforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

Section 4. The Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the Town, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 5. This Ordinance shall become effective thirty (30) days after publication.

Read and approved at a meeting of the Board of Trustees of the Town of Elizabeth, Colorado, this _____ day of _____, 2022.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk



TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, AICP Planner/Project Manager
DATE: May 24, 2022
SUBJECT: Main Street Board of Directors Bylaws and Incorporation within Town

SUMMARY

The Resolution 22R24, A RESOLUTION MEMORIALIZING THE CREATION OF THE MAIN STREET BOARD OF DIRECTORS, is meant to achieve three things. Firstly, this resolution would ratify the creation of the Main Street Board of Directors to fulfill the requirements of the Colorado Main Street Program, as well as operate within the Town as an advisory board to the Board of Trustees (like the Historic Advisory Board or Planning Commission). Second, this resolution would grow the Main Street Board of Directors from five (5) members to seven (7) members, following the previously adopted terms. Third, this resolution would ratify all previous actions by and regarding the Main Street Board of Directors made prior to this current resolution.

The Board of Trustees made recommendation that the Main Street Board of Directors grow from five (5) to seven (7) members after two candidates were put forth for a single open seat at the March 22nd Board of Trustees meeting. The Main Street Board of Directors formally made recommendation to update their Bylaws to include seven (7) members at their April 21st 2022 meeting.

Staff and legal counsel felt this an appropriate time to formally bring the Main Street Board of Directors into the Town’s Code, similar to the Historic Advisory Board, while also updating the MSBOD bylaws to grow the board. The two Main Street Board of Director Candidates, Brandon Jeffress and Kurt D. Prinslow, will still need to be approved and appointed by the Board of Trustees if Resolution 22R24 is approved.

STAFF RECOMMENDATION

Staff has received recommendation from both the Board of Trustees and Main Street Board of Directors to grow the Board from five (5) to seven (7). Staff sees the Resolution 22R24 as achieving this goal as well as more formally incorporating the Main Street Board into the Town.

ATTACHMENT(S)

Resolution 22R24
Main Street Board of Directors Bylaws

RESOLUTION 22R24

A RESOLUTION MEMORIALIZING THE CREATION OF THE MAIN STREET BOARD OF DIRECTORS

WHEREAS, in 2015 the Board of Trustees of the Town of Elizabeth (the "Town") elected to participate in the Colorado Main Street Program and created a Downtown Advisory Committee to advise the Board of Trustees on matters related to sustaining and revitalizing the Town's Historic Downtown;

WHEREAS, on February 23, 2016, the Board of Trustees passed a resolution dissolving the Downtown Advisory Committee and replacing it with the Main Street Board of Directors, and thereafter in January of 2017, the Board of Trustees adopted the Main Street Board of Directors' bylaws; and

WHEREAS, the Town desires to memorialize and ratify the creation of the Main Street Board of Directors and affirm its organizational structure in a similar manner to the other advisory boards of the Town.

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 hereby ratifies the creation of the Main Street Board of Directors (the "Board"). The Board is charged with assuming responsibility for all activities of the Main Street Program including establishing program policy, determining the goals of the program, fulfilling the requirements of the Colorado Main Street Program, and otherwise servicing as an advisory board to the Board of Trustees.

Section 2. The Board shall consist of seven (7) members appointed by the Board of Trustees to three-year, staggered terms.

Section 3. To the extent necessary, all actions of the Board that have been made prior to the adoption of this Resolution are hereby deemed to be ratified.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk



Bylaws of the Elizabeth Main Street Program

ARTICLE I: Name and Term

The name of this organization shall be the Elizabeth Main Street Program (herein referred to as “EMS”). Its duration shall be perpetual, unless dissolved by resolution of the Board of Directors, as per Article III, Section 2.

ARTICLE II: Purpose

Vision Statement:

“It is our vision to revitalize Main Street Elizabeth through the preservation of its character and history, the promotion of local creativity and economic development, and the enhancement of quality of life in both the lives and workplaces of residents and visitors of the community at large.”

Mission Statement:

“To create and sustain a community gathering space that fosters a dynamic and prosperous business environment while preserving Elizabeth’s historical and cultural values on Main Street.”

ARTICLE III: Administration

Section 1: Prohibition of Private Inurement

No part of the net earnings or budget allotted to this organization shall inure to the benefit of or be distributable to its members, directors, or trustees, officers or other private persons.

Section 2: Dissolution

The EMS may only be dissolved by action of the Board of Trustees.

Section 3: Under Umbrella of Town

The Main Street Program shall exist as a division of the Town of Elizabeth and receive its budget and funding therefrom.

Section 4: Amendments



The Board of Directors shall recommend to the Board of Trustees to amend or repeal bylaws or adopt new bylaws. The recommendation by the Board of Directors to the Board of Trustees requires a two thirds vote of members present at any duly called meeting of the Board of Directors.

Article IV: Board of Directors

Section 1: Board Member Information

- A. Number and Tenure: The Main Street Board of Directors shall consist of five (5) members representing a breadth of knowledge and experience. The initial terms or tenure of office for each director shall be as follows; three (3) members are appointed for two (2) year terms, two (2) members are appointed for three (3) year terms. Upon expiration of initial terms, all subsequent terms shall consist of three (3) years.
- B. Duties: The duties of the Board members are as referenced in the Board Member Job Description.
- C. Appointments: New candidates seeking appointment shall complete an application for the position. Existing members seeking reappointment shall submit a letter of intent to the Board of Directors. The Board of Directors shall review and choose to either recommend or not recommend the appointment to the Board of Trustees. The Board of Trustees shall approve or deny the appointment.
- D. Removal: A member can be removed from his or her term as a Director, based on the violation of the Main Street Program protocol. The Board of Directors shall choose to either recommend or not recommend the removal to the Board of Trustees. The Board of Trustees shall approve or deny the removal following a hearing that includes a basis for the proposed removal.
- E. Vacancies: Any vacancy occurring on the Board of Directors shall be filled no more than 60 days after the vacancy. Three (3) months prior to the expiration of a member's term, the position shall be made open to the public. One month prior to the expiration of the member's term, the Board of Directors shall vote on recommending an appointment to the Board of Trustees for approval. A member appointed to fill a



vacancy shall fulfill the unexpired term of his or her predecessor in office.

- F. Nepotism: The Board of Directors shall abide by the Nepotism policy outlined in Elizabeth Municipal Code, Sec. 2-3-70.
- G. Compensation: Directors shall not receive any salary for their services, but nothing herein shall preclude and Director from serving the organization in any other capacity and receiving reasonable compensation therefor. The Board may authorize Directors to be paid actual and necessary expenses incurred while conducting organization business.

Section 2: Meetings, Voting, and Conduct

- A. Regular Meetings: The Board of Directors shall hold monthly regular meetings at the Town Hall in Elizabeth, Colorado, or at a different location that shall be designated by a motion and majority vote of the Board of Directors recorded in the meeting minutes. The Board of Directors may also provide, by motion and majority vote recorded in the meeting minutes, a time and a place for holding additional regular meetings with twenty four (24) hour public notice in a designated place in compliance with the Colorado Open Meetings Law. Additional regular meetings shall be held at the same location(s) in the absence of any other designated by motion and majority vote recorded in the meeting minutes.
- B. Special Meetings: Special meetings of the Board of Directors may be called by any member with twenty four (24) hours written notice to each member and public notice in compliance with the Colorado Open Meetings Law. Special meetings may also be called during any duly convened meeting for a future date by vote of the Board of Directors.
- C. Executive Sessions: The Board of Directors may meet in an Executive Session if permitted by conditions outlined in the Colorado Open Meetings Law.
- D. Notice Posting: For each meeting of the Board of Directors, the meeting agenda shall be posted for the public in a designated place no less than twenty four (24) hours prior to the commencement of the said meeting per the Colorado Open Meetings Law. The



Board of Directors shall, at the first meeting of the calendar year, determine method and place of public notice posting.

- E. Quorum: A quorum for conducting business shall be considered a majority of the number of seats on the Board of Directors. The action of a majority of the members present during a quorum shall be the action of the Board of Directors.

- F. Records and Minutes: Minutes and records of proceedings will be recorded and retained in compliance with the Colorado Open Meetings Law.

Article V: Officers

The election of officers shall take place at the first meeting of each calendar year. In the case of vacancies of officers, an election shall be held at the meeting following the vacancy of any officer.

Section 1: President

The President of the Board of Directors shall run meetings.

Section 2: Vice President

The Vice President of the Board of Directors shall run meetings in the absence of the President. The Vice President shall assume the position of President of the Board of Directors in the instance that the President's seat is vacated or the President is removed.

Article VI: Finances

All finances shall be managed by the Town of Elizabeth.

Article VII: Indemnification

Directors are covered by the Town's insurance as volunteers so long as they act within the scope of their authority.



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: May 18, 2022
SUBJECT: Amendment to IGA Regarding 24 Hour Ballot Drop Box

BACKGROUND

The Town of Elizabeth and the Elbert County Clerk and Recorder had previously entered into an Intergovernmental Agreement regarding the conduct and administration of the 24 Hour Ballot Drop Box. This document amends the Agreement as to video surveillance of the box and ensures that the County retains the video as an election record under Colorado law, and ensures the County retains a copy of the video surveillance under C.R.S. Section 1-7-802.

The Amendment to the IGA places no additional burdens upon the Town of Elizabeth.

ANALYSIS

The amendment to the IGA simply identifies that the County will retain copies of the video surveillance as an election record under Colorado law. There are no additional benefits or burdens imposed on the Town of Elizabeth because of the IGA. As such, the impact is de minimus.

STAFF RECOMMENDATION

Staff does recommend the approval of the Amendment to the IGA concerning the 24 Hour Ballot Drop Box. The Town Attorney has reviewed the agreement and has approved it as to form.

BUDGET CONSIDERATIONS

There are no budget implications.

ATTACHMENTS

Resolution 22R25
Intergovernmental Agreement

RESOLUTION 22R25

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

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

Section 1. The Intergovernmental Agreement between the Town and the Elbert
County Clerk and Recorder regarding the Conduct and Administration of the 24 Hour Ballot Drop
Box attached hereto as **Exhibit A** is hereby approved by the Board of Trustees of the Town of
Elizabeth, and the Mayor is authorized to execute same on behalf of the Town.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk

INTERGOVERNMENTAL AGREEMENT

BETWEEN

**ELBERT COUNTY CLERK AND RECORDER AND
THE TOWN OF ELIZABETH**

Regarding the Conduct and Administration of the

24 Hour Ballot Drop Box

This Intergovernmental Agreement Regarding the Installation and Administration of the 24-Hour Ballot Drop Box (“Agreement”) is entered into by and between the Elbert County Clerk and Recorder (“County”) and the Town of Elizabeth (“Town”), as of the date signed by the last Party (“Effective Date”). The County and the Town shall be referred to collectively as the “Parties” or individually as “Party”.

WHEREAS, the County desires to utilize the Town of Elizabeth, located at 151 S. Banner Street, Elizabeth, Colorado 80107 as 24-hour ballot drop-off site for elections conducted by the County; and

WHEREAS, the Town of Elizabeth desires to serve as a 24-hour ballot drop-off site for Elbert County Elections; and

WHEREAS, the Town of Elizabeth desires to utilize the 24-Hour Drop Box for their municipal elections; and

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

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

NOW, THEREFORE, it is agreed that:

1. **Definitions.**

- a. “Box Open Period” means the time period commencing the date on which ballots are mailed and ending at 7:00 p.m. on Election Day.
- b. “Election Day” means the day an election is conducted, whether the election is conducted by the County or the Town.

2. **Administration of the Box.**

- a. The County is the sole owner of the Box.
- b. The Box will be open to receive ballots during the Box Open Period for each election in which the Box will be utilized as a 24-hour ballot drop-off location.
- c. Each Party must provide written notification to the other Party indicating the exact dates of the Box Open Period for any election either Party conducts in which the Box will be utilized.
- d. The Parties understand that the Box must be under video surveillance 24 hours a day, 7 days a week during the Box Open Period. Video security surveillance is an election record under C.R.S. §1-1-104(11), and a copy of the video surveillance records must be retained by the County in accordance with C.R.S. §1-7-802 for each election conducted by the County in which the Box will be utilized.
- e. The Party conducting an election utilizing the Box is responsible for the regular collection of ballots during the Box Open Period. If both the County and the Town are conducting simultaneous, uncoordinated elections with overlapping Box Open Periods, the County and the Town will collaborate to ensure ballots are regularly collected and accounted for by the appropriate Party.
- f. The Party conducting an election utilizing the Box shall unlock and open the Box to collect ballots and promptly close and lock the Box to ensure the integrity of the Box.
- g. The Party conducting an election utilizing the Box shall finally lock the Box at 7:00 p.m. on Election Day such that no further ballots may be submitted.

3. **Duties of the Town:**

- a. The Town of Elizabeth will ensure the Property complies with all requirements of the American with Disabilities Act, including but not limited to:
 - i. Maintaining a clear and accessible entry path;
 - ii. Removing any object or item which affect accessibility to the 24 Hour Drop Box;
 - iii. Removing any object or item blocking or preventing the use of accessible parking spaces, etc.
- b. SECURITY: The Parties understand that the Box must be kept under video surveillance twenty-four hours a day and seven days a week when the box is open. Video security surveillance is an election record under C.R.S.1-1-104(11).
- c. The Town will provide to the County a copy of the surveillance records within 15 days of the Election.

4. **Duties of the County**

- a. County Election staff will be on call for additional pick-ups, if needed.
- b. The County will make the County IT staff available for questions or issues involving the specific camera and recording equipment covering the 24 Hour Drop Box.

This agreement will remain in effect until one or both parties officially revoke the Agreement in writing with the Clerk of the opposing agency, at least 90 days before the intended termination date of this agreement. At such time the County will remove the 24 Hour Drop Box.

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

ELBERT COUNTY CLERK AND RECORDER

By: _____
Dallas Schroeder

Date: _____

Town of Elizabeth

By: _____

Date: _____

Print: _____



TOWN OF ELIZABETH POLICE DEPARTMENT

TO: Honorable Mayor and Board of Trustees

FROM: Melvin Berghahn, Police Chief

DATE: May 16^h, 2022

SUBJECT: Town of Elizabeth Resolution 22R26 regarding participation in the intergovernmental agreement establishing the Colorado Rangers law enforcement shared reserve program.

SUMMARY

Town of Elizabeth Resolution 22R26, terminates the Town's participation in the intergovernmental agreement establishing the Colorado Rangers law enforcement shared reserve program.

Membership cost is \$5000 per year regardless of service use. Elizabeth was part of the Rangers under a former MOU (2013) and that the MOU was then replaced with a more comprehensive IGA. Resolution 17R27 was approved to maintain the Town's membership.

The Police Department has not used the Colorado Rangers since 2020, EPD does not foresee a need of use in the future. The Elizabeth Police Department has not appropriated or paid dues for the past two years. At this time, the Rangers will allow the town to terminate the contract with no cost once a letter from the mayor is received.

STAFF RECOMMENDATION

Staff recommends termination of the agreement with the Colorado Rangers.

ATTACHMENTS(S)

Resolution 22R26

RESOLUTION 22R26

A RESOLUTION TERMINATING THE TOWN'S PARTICIPATION IN THE INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE COLORADO RANGERS LAW ENFORCEMENT SHARED RESERVE

WHEREAS, the Town determined to become a member of the Colorado Rangers Law Enforcement Shared Reserve by approval of Resolution No. 17R27, dated July 11, 2017, approving the Intergovernmental Agreement establishing the entity (the "IGA");

WHEREAS, the Town has determined not to appropriate expenses towards the Colorado Rangers Law Enforcement Shared Reserve in budget years 2021 and 2022 pursuant to Section 6 of the IGA, and desires to memorialize the termination of its participation with the entity.

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

Section 1. The Board of Trustees hereby authorizes the Mayor to execute a letter on behalf of the Town terminating the Town's participation in the Colorado Rangers Law Enforcement Shared Reserve.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk



TO: Honorable Mayor and Board of Trustees
FROM: Zach Higgins, AICP Planner/Project Manager
DATE: May 24, 2022
SUBJECT: First Amendment to License with The Elizabeth Brewing Company for Elizabeth Farmers Market

SUMMARY

This Resolution would approve the First Amendment to the License Agreement between the Town and The Elizabeth Brewing Company. The Amendment provides additional payments to be made to The Elizabeth Brewing Company to provide youth entertainment for six (6) nights and cover vendor fee deficits for the season as noted in the Amended Agreement section 3. *o.* and *p.*

The Board of Trustees has given direction for EBC to provide six nights of face painting services and a balloon artist for a total of \$2,280.00 for the Farmers Market Season. EBC has also requested \$2,730.00 to cover vendor fee deficits. EBC had difficulties acquiring food trucks at \$150 per night and have reduced the cost to \$90 per space, creating a \$1,980 deficit for the season. To maximize participation EBC would like to reduce the regular vendor fee from \$30 per space per night to \$10 per space per night. This would create an additional \$750 deficit for the season.

The Elizabeth Brewing Company is anticipated to be present to address the Board of Trustees on this item for the May 24th meeting.

STAFF RECOMMENDATION

Staff and members of the Main Street Board of Directors have met with the Elizabeth Brewing Company. The MSBOD and Staff will work with The Elizabeth Brewing Company to make improvements and refine the market based on lessons learned from previous years. Staff recommends approval of the Resolution, a Resolution approving the First Amendment to the License Agreement between the Town and The Elizabeth Brewing Company.

ATTACHMENT(S)

Resolution 22R27

RESOLUTION 22R27

**A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE
LICENSE AGREEMENT BETWEEN THE TOWN AND THE ELIZABETH
BREWING COMPANY**

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

Section 1. The License Agreement between the Town and the Elizabeth Brewing
Company attached hereto as **Exhibit A** is hereby approved by the Board of Trustees of the Town
of Elizabeth, and the Mayor is authorized to execute same on behalf of the Town.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk

FIRST AMENDMENT TO LICENSE

THE FIRST AMENDMENT TO LICENSE AGREEMENT is made and entered into this 24th day of May, 2022, by and between the Town of Elizabeth, Colorado (hereinafter referred to as the "Town") and Elizabeth Brewing Company.

RECITALS:

- A. On March 22, 2022, the Town and Elizabeth Brewing Company entered into a License Agreement (the "Original Agreement").
- B. The parties desire to amend the License Agreement with this First Amendment as set forth below.

AGREEMENT

NOW, THEREFORE, it is hereby agreed as follows.

THE ORIGINAL AGREEMENT was made and entered into this 22 day of March 2022, by and between the TOWN OF ELIZABETH, Colorado whose address is 151 S. Banner Street, P.O. Box 159, Elizabeth, CO 80107 (the "Town") and THE ELIZABETH BREWING COMPANY, whose address is 239 South Main Street, Elizabeth, CO 80107 ("Licensee").

1. PROPERTY LICENSED, TERM.

a. The property that is licensed for the use and the term provided for in this license is described in Exhibit A, which is attached hereto and incorporated by this reference ("Property Licensed"). The Property Licensed for the use described herein is subject to all easements and rights-of-way of record.

b. The term of this License shall commence on June 10, 2022, and shall continue each Friday through and including August 19, 2022, from 3:00 p.m. until 10:00 p.m.

2. INSURANCE. Licensee shall obtain for itself, its agents, successors, assigns, lessees, licensees and agents, necessary and adequate workman's compensation insurance, personal injury insurance, and property damage insurance, with limits commensurate with the hazards and risks associated with the use of the Property Licensed, but in no event less than the liability limits established by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as now in effect or as hereinafter amended. Neither Licensee nor its agents, successors and assigns shall commence any construction, placement, operation or maintenance of the fixture or structure on the Property Licensed until it has obtained all insurance required under this section and shall have filed a certificate of insurance or a certified copy of the insurance policy with the Town. Each insurance policy shall list the Town as an additional named insured and shall contain a clause providing that coverage shall not be cancelled by the insurance company without thirty (30) days written notice to the Town of intention to cancel.

3. USE. Licensee covenants and agrees that it shall utilize the Property Licensed as follows:

- a. Licensee shall provide live music on each Friday during the term of the License.
- b. Licensee shall use the Town's branding for the event and shall receive approval through Town of Elizabeth before releasing new event market materials.
- c. Licensee shall provide an alcohol vendor on each Friday during the term of the License. Licensee will use the Town's special event permit and music license for the Town event.
- d. Licensee will be allowed to use Town's supplied power and will not be obligated to remit payment to Town for the use of the electric box during the market. Licensee may not require payment to be remitted by vendors for electric hookup specifically; and

151 S. Banner Street, P.O. Box 151
Elizabeth, CO 80107

Licensee: The Elizabeth Brewing Company
239 S. Main Street
Elizabeth, CO 80107

6. NO COVENANT OF TITLE OR QUIET POSSESSION. The rights granted herein are without covenant of title or warranty of quiet possession of the Property Licensed.

7. SUCCESSORS AND ASSIGNS. This License shall insure to the benefit of, and be binding upon, the respective legal representatives, heirs, successors and assigns of the parties.

8. ASSIGNMENT OR SUB-LEASE. Licensee covenants and agrees not to assign this License or to sublet any part of the Property Licensed without first obtaining the written consent of the Town.

9. PROPERTY LICENSED TAKEN "AS IS." Licensee understands and agrees that the Property Licensed is licensed "as is." The Town makes no warranty, written or implied, that the Property Licensed is fit for any purpose or that it meets any federal, state, county or local law, ordinance or regulation applying to the Property Licensed.

10. LIABILITY AND INDEMNIFICATION. The Town shall not be liable for any loss, injury, death or damage to any person or personal property which may arise from the use or condition of the Property Licensed including, but not limited to, loss, injury, death, or damage resulting from ice, water, rain, snow, gas, electrical wires, or fire, during the term of the License or any renewal thereof. Licensee hereby expressly agrees to defend, indemnify and hold harmless the Town, its officers, agents, employees and insurers against any liability, loss, damage, demand, action, cause of action or expense of whatever nature (including court costs and attorney fees) which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity which arises out of or is caused by reason of Licensee's use of the Property Licensed or Licensee's failure to fulfill the terms and conditions of the License.

11. RESERVATION FOR BOARD USE. This License is made under and conformable to the provisions of all Town of Elizabeth regulations insofar as applicable. Said provisions are incorporated herein and made part hereof by this reference and shall supersede any apparently conflicting provisions otherwise contained in the License. The Town reserves the right to make full use of the Property Licensed as may be necessary or convenient in the operation of the public streets, drainage infrastructure, or drainageways under the control of the Town and the Town retains all rights to operate, maintain, install, repair, remove or relocate any of its facilities located within the Property Licensed at any time and in such a manner as it deems necessary

12. TERMINATION. This License Agreement may be terminated by the Town at any time upon thirty (30) days written notice to Licensee. If default shall be made in any of the

covenants or agreements herein contained to be kept by Licensee, it shall be lawful for the Town to enter into the said Property Licensed, or any part thereof, either with or without process of law, to terminate the interest of Licensee or of any person or persons occupying the same, and to expel, remove or put out such person or persons, using such force as may be necessary in so doing, without being liable to prosecution or to damages therefor, and the said Property Licensed again to repossess and enjoy as in the first and former estate of the Town. If at any time the License shall be terminated as aforesaid, or by any other means, Licensee agrees to surrender and deliver up said Property Licensed peaceably to the Town immediately upon the termination, and if Licensee shall remain in possession after termination, Licensee shall be deemed guilty of a forcible detainer on said property Licensed, and waiving all notice, shall be subject to eviction and removal, forcibly or otherwise, with or without process of law.

13. VENUE. For the resolution of any dispute arising hereunder, venue shall be in the courts of Elbert County, State of Colorado.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in triplicate.

TOWN OF ELIZABETH, COLORADO

Megan Vasquez, Mayor for Town of Elizabeth

Owner/Representative, Elizabeth Brewing Company



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: May 18, 2022
SUBJECT: Amendment to Smoking Ordinance

BACKGROUND

Section 10-5-220 of the existing Town Code prohibits smoking or the use of any electronic smoking device on any property owned or controlled by the Town of Elizabeth, except for streets, sidewalks, or alleys.

The Town has been approached by organizers of events to have limited smoking areas be established for specific events. These events would likely occur at Running Creek Park or the Gesin Lot and would likely be events such as the Friday Night Farmer's Market and Wine in the Pines events. There are several reasons for the request: First, participants often come and go from the event to smoke, which causes inconveniences to participants, vendors, and event organizers. Second, certain safety issues have arisen with smokers congregating off-site but near roadways which pose a safety issue for both participants and the operators of motor vehicles. Third, understanding that smoking will take place, it is best practices to clearly establish a "smoking area" for certain events which would minimize disruption, allow for designated areas for fire safety, and respects the needs and desires of all involved.

ANALYSIS

The amendment, as proposed, authorizes the Town Administrator to specifically designate "smoking areas" under very limited circumstances and for limited events. It also allows the Town Administrator to set reasonable conditions for the "smoking areas" such as fire extinguishers, signage, and other conditions for the benefit of the public.

STAFF RECOMMENDATION

The Town Attorney has prepared an Ordinance which provides the necessary amendment. Staff is recommending the approval of the amendment

BUDGET CONSIDERATIONS

There are no anticipated additional expenses from the amendment.

ATTACHMENTS

ORDINANCE 22-05

**AN ORDINANCE AMENDING ASECTION 10-5-220 REGARDING SMOKLING
IN PUBLIC PARKS AND RECREATION AREAS**

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

Section 1. Section 10-5-220 of the Town of Elizabeth Municipal Code is hereby amended to read as follows:

Sec. 10-5-220. Smoking and use of electronic smoking devices in public parks and recreation areas

(a) Except as provided in subsection (c) of this Section 10-5-220, it shall be unlawful for a person to smoke or use electronic smoking devices on public property.

(b) In this Section, the following definitions shall apply:

"Electronic smoking device" means any portable electronically actuated device which in operation causes the user to exhale any smoke, vapor, or other substance resulting in chemically altered human exhalation. Electronic smoking device includes any device manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, electronic pipe, and electronic hookah, or under any similar product name or descriptor. The term electronic smoking device does not include any asthma inhaler or other device that has been specifically approved by the United States Food and Drug Administration.

"Public property" means any real property owned or controlled by the Town of Elizabeth, including, without limitation, public buildings and adjacent public property, parks, trails, open space, playgrounds, and recreation facilities, but excluding streets, sidewalks, and alleys.

"Smoke" or "smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe, or other device containing tobacco.

(c) The Town Administrator is authorized to create a designated area for individuals to smoke or use electronic smoking devices for special events conducted on public property, but only for the duration of such events, and subject to such conditions as may be imposed by the Town Administrator.

Section 2. Severability. If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or enforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

Section 3. The Board of Trustees hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town, that it is promulgated for the health, safety and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 4. This Ordinance shall become effective thirty (30) days after publication.

Read and approved at a meeting of the Board of Trustees of the Town of Elizabeth, Colorado, this _____ day of _____, 2022.

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

Megan Vasquez, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk



TOWN OF ELIZABETH

PAM CHERRY, DIRECTOR COMMUNITY DEVELOPMENT DEPARTMENT

TO: Honorable Mayor and Board of Trustees
FROM: Pam Cherry, Community Development Director
DATE: May 24, 2022
SUBJECT: East Central Colorado COG grant application support letter

REQUEST

Approval of a letter of support to be sent to the State of Colorado Tourism Office supporting an application by ECCOG for grant funds in the amount of \$20,000.00 through the “Reimagine Destinations” program and authorization for Mayor Vasquez to sign. The grant will provide funds that will be used for video and print materials and possible front line tourism staff training.

BACKGROUND

On May 18, 2022 Candace Payne of the East Central Colorado COG sent the Town a request for a letter of support for a grant application they will make to the state’s tourism office. Attached is the email request and the draft letter.

ANALYSIS

The grant, if approved, will provide funds to the ECCOG for publicity purposes.

STAFF RECOMMENDATION

Approval to provide the letter of support to the State of Colorado Tourism office.

BUDGET CONSIDERATIONS

There are no anticipated additional expenses.

ATTACHMENTS

1. Outline memo
2. Email request from ECCOG
3. Draft letter of support

From: [Michelle Oeser](#)
To: [Patrick Davidson](#); [Pam Cherry](#); [Zach Higgins](#); [Patricia Gonzales](#)
Subject: FW: Reimagine Destinations application for ECCOG needs letters of support - would you submit one?
Date: Wednesday, May 18, 2022 7:39:05 AM
Attachments: [image001.png](#)

Kind Regards,

Michelle M. Oeser, CMC

Town Clerk / Administrative Services Director
Elizabeth, CO. 80107
303-646-4166 ext. 2
moeser@townofelizabeth.org



“Strive not to
be a success,
but rather to
be of value.”
Albert Einstein

From: Candace Payne <cpayne@prairieddevelopment.com>
Sent: Wednesday, May 18, 2022 7:37 AM
To: Char Marzolf - Town of Seibert <seibert@plainstel.com>; Chris Snyder - Town of Limon <csnyder@townoflimon.com>; Christie Johnson - Town of Kit Carson <townofkc@yahoo.com>; Debbie Knudsen - Town of Cheyenne Wells <dktcw@rebeltec.net>; Georgia Gilley -City of Burlington <georgia.gilley@burlingtoncolo.com>; Josie Hart - Town of Arriba <townofarriba@esrta.com>; Kelly Edmunds <townofvona@outlook.com>; Kimberly Boyd <kboyd@townofkiowa.com>; Maria Nestor <hugotownclerk@esrta.com>; Melanee Johnson <townclerk@strattoncolorado.com>; Michelle Oeser <moeser@townofelizabeth.org>; Robin Townly - Town of Simla <town_simla@fairpoint.net>; Sherri Stephen- Town of Bethune <sherri.stephen62@gmail.com>; Stacy Larson Town of Genoa <townofgenoa@esrta.com>; Emily Strunk - Town of Flagler <townflag@esrta.com>
Subject: Reimagine Destinations application for ECCOG needs letters of support - would you submit one?

Good morning,

ECCOG is preparing a regional application to Colorado Tourism Office's Reimagine Destinations and we seek a letter of support.

Would your town be interested in providing a letter to support our application that addresses these priorities: fosters regional collaboration,

promotes local businesses and services, advances tourism workforce through increased knowledge of our tourism area, and focuses on cultural heritage tourism to enhance the visitor experience?

The application includes forming a regional tourism committee to help determine the focus and promotion of the region including the existing program, Our Journey, and would naturally lead into other offshoots like geocaching, event planning, marketing/promotion and ideas not developed to date. These CTO funds are not cash awarded to ECCOG or the region and there is no match. The \$20,000 CTO funds are used for marketing the region with video and print materials with potential front line staff tourism training in the future.

Letters may be addressed to: CTO RD Grant Reviewers and could mention any of the four priorities noted above. I would need your letters sent via email by May 26th on your organization's letterhead.

We appreciate your support as we don't often ask for such letters but we feel this is a good time to request one.

Thanks very much!

Candace

Candace Payne

ECCOG Executive Director & PDC Administrator

128 Colorado Ave.

Box 28 (ECCOG) or Box 202 (PDC)

Stratton, CO 80836

Phone 719-348-5562 Fax 719-348-5887

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TOWN OF ELIZABETH

MEGAN VASQUEZ, MAYOR

May 24, 2022

Colorado Tourism Office
CTO RD Grant Reviewers
1600 Broadway #2500
Denver, CO 80202

RE: CTO RD Grants

The Board of Trustees of the Town of Elizabeth supports the application by the East Central Colorado Council of Governments application for Regional Development Grant funds in the amount of \$20,000.00. If awarded, the funds would support the current "Our Journey" program.

Award of the grant would also support ongoing efforts fostering increased regional collaboration, promoting local businesses and services, advancing the tourism workforce by increasing knowledge of the EECOG area and focusing on cultural heritage tourism enhancing the visitor experience.

The application includes forming a regional tourism committee that will support the EECOG's ongoing tourism efforts to include opportunities such as geocaching, event planning, marketing and promotion of ideas not developed at the current time.

Thank you for your consideration.

Megan Vasquez
Mayor Town of Elizabeth

Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson


Of Counsel
J. Matthew Mire
Hilary M. Graham
Kathryn M. Sellars

511 16th Street, Suite 610
Denver, CO 80202-4260
(303) 825-6444

Daniel P. Harvey
Ruthanne H. Goff
Katharine J. Vera
Elizabeth G. LeBuhn
Austin P. Flanagan
Wilson D. Scarbeary

TOWN OF ELIZABETH
MEMORANDUM

**TO: MAYOR AND BOARD OF TRUSTEES
PATRICK DAVIDSON, TOWN ADMINISTRATOR
MELVIN BERGHAHN, CHIEF OF POLICE**

**FROM: COREY Y. HOFFMANN, TOWN ATTORNEY 
WILSON D. SCARBEARY, ESQ.**

DATE: MAY 9, 2022

RE: IMPACT OF *PEOPLE V. MORENO* ON HARASSMENT STATUTES

This memorandum addresses the impact of the Colorado Supreme Court's recent decision in *People v. Moreno*, 22 CO 15 (2022). The *Moreno* case addressed the state harassment statute, C.R.S. § 18-9-111(e), and found certain language in that statute to be an unconstitutional restraint on free speech. Based on *Moreno*, the Elizabeth Municipal Code section prohibiting harassment should be modified. A proposed ordinance is submitted herewith.

The *Moreno* Case

In *People v. Moreno*, the Colorado Supreme Court held that part of C.R.S. § 18-9-111(1)(e) (the "Harassment statute"), which criminalizes harassment, was overbroad and unconstitutionally restricts protected speech. The Harassment statute - also called Kiana Arellano's law - was amended in 2015 after a Colorado teenager attempted suicide following cyberbullying from her peers. See Kevin Simpson, *How a cyberbullying law in Colorado was tweaked to be more effective*, DENVER POST (Jul 13, 2015) <https://www.denverpost.com/2015/07/13/how-a-cyberbullying-law-in-colorado-was-tweaked-to-be-more-effective/>. The amendments were intended to provide a stronger response to cyberbullying and other forms of harassment. *Id.* In pertinent part, the statute provides that a person commits harassment if they:

Directly or indirectly initiates communication with a person or directs language toward another person, anonymously or otherwise, by telephone, telephone network, data network, text message, instant message, computer, computer network, computer system, or other interactive electronic medium **in a manner intended to harass** or threaten bodily injury or property damage, or makes any comment, request, suggestion, or proposal by telephone, computer, computer network, computer system, or other interactive electronic medium that is obscene.

C.R.S. § 18-9-111(1)(e) (emphasis added).

In the *Moreno* case, the defendant-appellee had repeatedly emailed his ex-wife asking to see his children, while also making a series of disparaging and vulgar comments about her. ¶2. Moreno posted similar statements to Facebook. *Id.* Moreno was charged with harassment under C.R.S. § 18-9-111(1)(e), as well as another statute concerning habitual domestic violence. ¶3. Moreno moved to dismiss the harassment charge, arguing that the Harassment statute was unconstitutionally overbroad and vague, both facially and as applied to him. ¶4. The district court agreed, and dismissed the harassment charge. ¶6. On direct appeal, the Colorado Supreme Court upheld the dismissal. ¶¶7-8.

The court found that the Harassment statute was not narrowly tailored, but to avoid invalidating the entire Harassment statute, the court found that striking the phrase "intended to harass" would rid the statute of the constitutional issues.

Application

Currently, the Elizabeth Municipal Code contains a provision that covers harassment, which states in pertinent part, that it is unlawful for a person to:

[Initiate] communication with another person, anonymously or otherwise, in person or by telephone, telephone network, data network, text message, instant message, computer, computer network or computer system **in a manner intended to harass** or threaten bodily injury or property damage, or makes any comment, request, suggestion or proposal by telephone, computer, computer network or computer system that is obscene.

Elizabeth Municipal Code § 10-5-40(a)(4) (emphasis added). This provision essentially mirrors language struck by the *Moreno* court, and should thus be modified.

Attached to this memorandum, we have provided a draft ordinance updating the Elizabeth Municipal Code to clarify the language and remove the issues identified by the *Moreno* court. We recommend enacting this proposed ordinance as quickly as possible.

As always, please let us know if this memorandum raises additional questions.

ORDINANCE 22-06

AN ORDINANCE AMENDING SECTION 10-5-40 OF THE ELIZABETH MUNICIPAL CODE CONCERNING HARASSMENT

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

Section 1. Division 4 of Article V of Chapter 10 of the Elizabeth Municipal Code is amended to read as follows:

Sec. 10-5-40. Harassment.

(a) A person commits harassment if, with intent to harass, annoy or alarm another person, he or she:

* * *

(4) Initiates communication with another person in any medium, anonymously or otherwise, in a manner intended to threaten bodily injury or property damage, or makes any comment, request, suggestion or proposal in any medium that is obscene.

* * *

Section 2. Severability. If any section, paragraph clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or enforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

Section 3. The Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the Town, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 4. This Ordinance shall become effective thirty (30) days after publication.

Read and approved at a meeting of the Board of Trustees of the Town of Elizabeth, Colorado, this _____ day of _____, 2022.

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

Megan Vasquez, Mayor

ATTEST

Michelle M. Oeser, Town Clerk



May 24, 2022

Management Team Updates

Town Clerk – Michelle Oeser

- I am delighted to have been asked to be a mentor for a new Municipal Clerk. I will be working with Macy from the Town of Nederland.
- Alana Wolner has spoken with her women's group, and they would like to get going and help put some baskets together and help deliver them. I let her know that the Town is looking at twice a year for now, however they would like to do quarterly. I told her I would discuss with the Board.
- Banners have been purchased for the Board's Stampede Float, as well as glow bracelets to toss to the crowd.
- Allison has is busy renewing business licenses for 2022.
- Harmony is looking forward to attending her third year of Clerk's Institute in person this year.
- There are a couple of new businesses in town that opened their door this month. H1 Enterprises is selling Tools and Toys, he is located at 230 E. Kiowa Avenue. IC Thread is doing embroidery work, she is located at 244 Main Street (Prickly Pears previous location). Prickly Pear Antiques is not a new business, however she has moved to 341 Main Street.

Police – Chief Melvin Berghahn

 See attached Stats

Public Works and Utilities – Mike DeVol

 No Report

TOWN OF ELIZABETH
BALANCE SHEET
MARCH 31, 2022

GENERAL FUND

ASSETS

10-100001	CASH IN COMBINED CASH FUND	2,130,689.51	
10-101000	PETTY CASH	200.00	
10-101100	PETTY CASH- POLICE DEPT	100.00	
10-102200	CONSERVATION TRUST FUND	114,430.28	
10-110000	PROPERTY TAXES RECEIVABLE	36,551.41	
10-115000	ACCOUNTS RECEIVABLE	276,552.16	
	TOTAL ASSETS		2,558,523.36

LIABILITIES AND EQUITY

LIABILITIES

10-201000	ACCRUED SALARIES PAYABLE	33,745.33	
10-202000	ACCOUNTS PAYABLE	51,625.13	
10-202201	COURT BONDS POSTED	790.00	
10-202202	OJW/WARRANT FEE DUE TO DMV	43.98	
10-202203	PERFORMANCE BONDS PAYABLE	65,714.39	
10-202300	AP TO ELBERT CO.--BLGUTX SHARE	(13,430.49)	
10-217100	FPPA CONTRIBUTIONS PAYABLE	6,135.20	
10-217200	SOC SEC TAXES PAYABLE	4,953.81	
10-217201	MEDICARE TAXES PAYABLE	1,828.15	
10-217300	FED'L WITHHOLDING TAXES PAYABL	6,338.02	
10-217400	STATE WITHHOLDING TAXES PAYABL	4,904.00	
10-217500	HEALTH INSURANCE PAYABLE	(1,601.34)	
10-217501	PRETAX SUPPLEMENTAL INSURANCE	107.03	
10-217502	AFTER TAX SUPPLEMENTAL INS	19.89	
10-217600	UNEMPLOYMENT INSURANCE PAYABLE	689.03	
10-217601	HEALTH SAVINGS PAYABLE	70.00	
10-217603	WORKERS' COMP. INS. PAYABLE	21,862.70	
10-219000	457 CONTRIBUTIONS PAYABLE	2,497.76	
10-222001	DEFERRED REVENUE - ARPA	151,899.36	
10-250022	LENNAR	(23,675.90)	
10-250039	SCARLETT CREEK SUBDIVISION	80.04	
10-250041	MAIN STREET STATION	259.21	
10-250042	ELIZABETH WEST ZONING	(8,748.92)	
10-250047	RITORO PLAT AMENDMENT	(2,307.26)	
10-250048	DAIRY QUEEN SITE PLAN	161.00	
10-250049	SPRADLING CAR WASH	(5,776.72)	
10-250051	HENDERSON REPLAT	461.05	
10-250052	ABRAHAM REZONE	513.23	
10-250053	LEGACY VILLAGE FILINGS 1 & 2	(2,858.72)	
10-250054	ZIGGY'S COFFEE	3,279.20	
10-250055	CLEARY BUILDING	(4,075.65)	
10-250059	H1 ENTERPRISES	2,000.00	
10-250060	PINE RIDGE CROSSING (NEW)	1,373.54	
	TOTAL LIABILITIES		298,876.05

FUND EQUITY

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

GENERAL FUND

UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD	<u>202,229.45</u>		
BALANCE - CURRENT DATE		<u>202,229.45</u>	
TOTAL FUND EQUITY			<u>2,259,647.31</u>
TOTAL LIABILITIES AND EQUITY			<u><u>2,558,523.36</u></u>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
10-31-1000	CURRENT PROPERTY TAXES	28,657.03	297,519.63	710,786.00	413,266.37 41.9
10-31-2000	SPECIFIC OWNERSHIP TAX	8,464.89	25,313.88	105,000.00	79,686.12 24.1
10-31-3100	1% NON-TABOR SALES TAX	74,681.75	211,746.34	893,750.00	682,003.66 23.7
	TOTAL TAX	111,803.67	534,579.85	1,709,536.00	1,174,956.15 31.3
<u>LICENSES & PERMITS</u>					
10-32-1000	FRANCHISE TAX	25,415.35	26,273.01	75,000.00	48,726.99 35.0
10-32-2000	BUILDING PERMIT	1,268.67	10,513.66	150,000.00	139,486.34 7.0
10-32-3000	OTHER LICENSES, FEES AND CHG	3,696.00	8,191.13	30,000.00	21,808.87 27.3
	TOTAL LICENSES & PERMITS	30,380.02	44,977.80	255,000.00	210,022.20 17.6
<u>INTERGOVERNMENTAL</u>					
10-33-2000	CIGARETTE TAX	.00	1,028.03	5,500.00	4,471.97 18.7
10-33-3000	CONSERVATION TRUST FUND	2,979.78	2,979.78	8,500.00	5,520.22 35.1
	TOTAL INTERGOVERNMENTAL	2,979.78	4,007.81	14,000.00	9,992.19 28.6
<u>SOURCE 34</u>					
10-34-1000	GRANTS	44,907.50	49,907.50	226,807.00	176,899.50 22.0
	TOTAL SOURCE 34	44,907.50	49,907.50	226,807.00	176,899.50 22.0
<u>EARMARKED FUNDS / MISCELLANEOU</u>					
10-36-1000	INTEREST	451.32	1,434.81	2,500.00	1,065.19 57.4
10-36-3100	FINES AND FOREFEITURES	5,001.70	17,369.12	70,000.00	52,630.88 24.8
10-36-4000	PUBLIC IMPROVEMENT FEE	56,401.12	159,763.39	665,000.00	505,236.61 24.0
10-36-7000	POLICE REVENUE	414.83	613.83	35,000.00	34,386.17 1.8
	TOTAL EARMARKED FUNDS / MISCELLANEOU	62,268.97	179,181.15	772,500.00	593,318.85 23.2
<u>OTHER FUNDS</u>					
10-39-7000	TRANSFER FROM WATER FUND	14,583.33	43,749.99	175,000.00	131,250.01 25.0
10-39-7003	TRANSFER FROM CAP IMP FUND	4,583.33	13,749.99	55,000.00	41,250.01 25.0
10-39-7004	TRANSFER FROM STREET CAP FUND	4,166.67	12,500.01	50,000.00	37,499.99 25.0
	TOTAL OTHER FUNDS	23,333.33	69,999.99	280,000.00	210,000.01 25.0

TOWN OF ELIZABETH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER/UNDER BU</u>	<u>PCNT</u>
TOTAL FUND REVENUE	275,673.27	882,654.10	3,257,843.00	2,375,188.90	27.1

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TOWN CLERK</u>					
10-41-1100 SALARIES & WAGES	12,877.96	38,312.72	171,150.00	132,837.28	22.4
10-41-1150 TOWN CLERK SALARY	6,744.00	20,468.04	87,675.00	67,206.96	23.4
10-41-1400 WORKERS' COMPENSATION	21.78	65.23	260.00	194.77	25.1
10-41-1500 HEALTH INSURANCE	4,421.34	13,211.57	54,000.00	40,788.43	24.5
10-41-1550 RETIREMENT	587.14	1,757.74	7,765.00	6,007.26	22.6
10-41-1600 FICA	1,492.80	4,469.40	19,800.00	15,330.60	22.6
10-41-1700 COLO UNEMPLOYMENT	39.14	110.57	1,035.00	924.43	10.7
10-41-1800 TUITION REIMBURSEMENT	.00	.00	5,000.00	5,000.00	.0
10-41-1825 MEMBERSHIPS - EMPLOYEE	.00	405.00	1,500.00	1,095.00	27.0
10-41-1850 TRAINING, TRAVEL AND LODGING	122.25	1,818.76	13,000.00	11,181.24	14.0
10-41-1900 ALLOWANCES	175.00	531.25	2,700.00	2,168.75	19.7
10-41-2500 AUDIT	10,850.00	10,850.00	28,500.00	17,650.00	38.1
10-41-3000 COMMUNITY ENGAGEMENT	431.05	1,252.80	2,400.00	1,147.20	52.2
10-41-3200 CONTRACTED SERVICES	100.00	200.00	4,500.00	4,300.00	4.4
10-41-3320 CONTRIBUTIONS AND SPONSORSHIPS	875.00	1,375.00	3,000.00	1,625.00	45.8
10-41-3350 COUNTY TREASURER & OTHER FEES	573.19	5,950.45	17,500.00	11,549.55	34.0
10-41-3400 LEGAL PUBLICATIONS	228.80	1,210.39	10,000.00	8,789.61	12.1
10-41-3450 ELECTIONS	.00	.00	15,000.00	15,000.00	.0
10-41-4000 BLDG MAINT AND REPAIRS	986.48	2,845.48	20,000.00	17,154.52	14.2
10-41-4400 EQUIPMENT AND MAINT	45,691.06	46,852.94	12,000.00	(34,852.94)	390.4
10-41-4500 FURNITURE	563.94	1,496.45	5,000.00	3,503.55	29.9
10-41-4600 OFFICE SUPPLIES	1,094.32	2,418.87	13,000.00	10,581.13	18.6
10-41-4700 POSTAGE	941.05	1,460.89	12,000.00	10,539.11	12.2
10-41-4800 TELEPHONE AND INTERNET	1,635.03	3,862.71	12,600.00	8,737.29	30.7
10-41-4900 UTILITIES	664.50	2,228.13	5,600.00	3,371.87	39.8
10-41-5100 HUMAN RESOURCES - CONTRACTED	.00	.00	10,000.00	10,000.00	.0
10-41-5250 IT - CONTRACTED	1,658.85	8,576.55	30,000.00	21,423.45	28.6
10-41-5300 IT - HARDWARE	1,238.40	1,238.40	15,000.00	13,761.60	8.3
10-41-5325 IT - SOFTWARE PURCHASES	.00	.00	5,000.00	5,000.00	.0
10-41-5350 IT - SOFTWARE CONTRACTS	1,961.00	18,381.52	42,000.00	23,618.48	43.8
10-41-5400 INSURANCE	.00	21,499.84	99,000.00	77,500.16	21.7
10-41-5500 LEGAL - CONTRACTED	3,640.00	11,600.00	55,660.00	44,060.00	20.8
10-41-5600 MEMBERSHIPS - TOWN	2,124.06	3,515.63	11,500.00	7,984.37	30.6
10-41-5700 PUBLIC RELATIONS	.00	40.00	2,500.00	2,460.00	1.6
10-41-5800 TOWN HALL EVENTS	.00	513.00	7,500.00	6,987.00	6.8
10-41-9000 OTHER	1,341.74	2,505.52	10,000.00	7,494.48	25.1
TOTAL TOWN CLERK	103,079.88	231,024.85	813,145.00	582,120.15	28.4

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>JUDICIAL</u>					
10-42-1200 SALARIES & WAGES- MUNI JUDGE	719.26	2,157.78	10,000.00	7,842.22	21.6
10-42-1400 STATE COMP	14.03	42.09	240.00	197.91	17.5
10-42-1600 FICA	55.02	165.06	810.00	644.94	20.4
10-42-1700 COLO UNEMPLOYMENT	1.44	4.32	36.00	31.68	12.0
10-42-1850 TRAINING, TRAVEL AND LODGING	.00	.00	2,300.00	2,300.00	.0
10-42-3200 COURT PROSECUTOR - CONTRACTED	3,660.00	4,440.00	6,500.00	2,060.00	68.3
10-42-9000 OTHER	522.00	522.00	750.00	228.00	69.6
TOTAL JUDICIAL	4,971.75	7,331.25	20,636.00	13,304.75	35.5
<u>LEGISLATURE</u>					
10-43-1100 BOT - SALARIES & WAGES	1,200.00	3,600.00	14,400.00	10,800.00	25.0
10-43-1200 COMPENSATION- PLAN COMM	200.00	550.00	3,000.00	2,450.00	18.3
10-43-1400 BOT - WORKERS' COMPENSATION	.75	2.22	11.00	8.78	20.2
10-43-1600 BOT - FICA	107.15	317.62	1,400.00	1,082.38	22.7
10-43-1700 BOT - COLO UNEMPLOYMENT	2.80	8.30	60.00	51.70	13.8
10-43-1850 BOT - TRAIN, TRVL, LODG	416.00	2,404.13	8,000.00	5,595.87	30.1
10-43-3700 TRAINING, TRVL, LODG - PC	.00	.00	4,000.00	4,000.00	.0
10-43-4400 BOT - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
10-43-5000 BOT - MEALS	53.41	107.98	1,500.00	1,392.02	7.2
10-43-9000 BOT- OTHER	74.00	74.00	500.00	426.00	14.8
TOTAL LEGISLATURE	2,054.11	7,064.25	35,371.00	28,306.75	20.0

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>POLICE</u>					
10-46-1100 SALARIES & WAGES	52,452.96	155,591.78	767,000.00	611,408.22	20.3
10-46-1240 CONTRACTED OVERTIME	.00	.00	5,000.00	5,000.00	.0
10-46-1300 OVERTIME	280.17	294.46	12,000.00	11,705.54	2.5
10-46-1400 WORKERS' COMPENSATION	1,368.30	4,034.80	23,000.00	18,965.20	17.5
10-46-1500 HEALTH INSURANCE	14,532.45	40,316.47	195,000.00	154,683.53	20.7
10-46-1550 RETIREMENT	774.04	2,147.50	10,800.00	8,652.50	19.9
10-46-1600 FICA	1,130.81	3,351.88	11,122.00	7,770.12	30.1
10-46-1605 FPPA	5,602.18	16,752.32	69,030.00	52,277.68	24.3
10-46-1700 COLO UNEMPLOYMENT	97.07	240.77	3,068.00	2,827.23	7.9
10-46-1800 TUTION REIMB	.00	.00	5,250.00	5,250.00	.0
10-46-1825 MEMBERSHIPS - EMPLOYEE	244.02	914.02	1,500.00	585.98	60.9
10-46-1850 TRAINING, TRAVEL AND LODGING	803.98	3,088.75	15,000.00	11,911.25	20.6
10-46-1900 ALLOWANCES	575.00	1,630.36	7,800.00	6,169.64	20.9
10-46-3000 COMMUNITY OUTREACH	.00	.00	3,000.00	3,000.00	.0
10-46-3200 CONTRACTED SERVICES	5,565.90	16,087.91	70,000.00	53,912.09	23.0
10-46-3600 MOBILE DATA LAPTOPS	663.23	1,100.98	4,500.00	3,399.02	24.5
10-46-3650 WEAPONS - NON-LETHAL	389.50	629.03	6,000.00	5,370.97	10.5
10-46-4000 BLDG MAINT & REPAIRS	1,095.15	4,479.36	21,000.00	16,520.64	21.3
10-46-4300 DRUG, SCREEN, PSY & POLY TEST	.00	540.00	4,000.00	3,460.00	13.5
10-46-4400 EQUIPMENT AND MAINTENANCE	1,354.52	2,663.56	12,000.00	9,336.44	22.2
10-46-4500 FURNITURE	.00	.00	2,500.00	2,500.00	.0
10-46-4650 OFFICE SUPPLILES	459.54	2,318.10	12,000.00	9,681.90	19.3
10-46-4700 POSTAGE	9.56	225.38	1,000.00	774.62	22.5
10-46-4800 TELEPHONE & INTERNET	1,788.16	4,098.01	16,000.00	11,901.99	25.6
10-46-4900 UTILITIES	501.01	1,494.06	7,000.00	5,505.94	21.3
10-46-6400 TRAINING AND AMMUNITION	.00	269.00	3,000.00	2,731.00	9.0
10-46-6600 UNIFORMS	359.72	1,006.56	15,000.00	13,993.44	6.7
10-46-8000 VEHICLES AND LEASES	.00	.00	100,000.00	100,000.00	.0
10-46-8050 VEHICLE MAINT & REPAIRS	118.21	695.96	25,000.00	24,304.04	2.8
10-46-8075 FUEL	2,040.53	5,100.84	20,000.00	14,899.16	25.5
10-46-9000 OTHER	73.89	299.53	6,000.00	5,700.47	5.0
TOTAL POLICE	92,279.90	269,371.39	1,453,570.00	1,184,198.61	18.5

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>PUBLIC WORKS/PARKS/BUILDINGS</u>					
10-49-1100 SALARIES & WAGES	2,672.49	8,651.32	39,500.00	30,848.68	21.9
10-49-1300 OVERTIME	197.25	641.96	3,000.00	2,358.04	21.4
10-49-1400 WORKERS' COMPENSATION	123.94	399.38	1,900.00	1,500.62	21.0
10-49-1500 HEALTH INSURANCE	760.79	2,705.32	7,800.00	5,094.68	34.7
10-49-1550 RETIREMENT	70.94	231.09	1,185.00	953.91	19.5
10-49-1600 FICA	216.92	699.40	3,022.00	2,322.60	23.1
10-49-1700 COLO UNEMPLOYMENT	5.75	15.38	158.00	142.62	9.7
10-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	150.00	150.00	.0
10-49-1900 ALLOWANCES	45.00	132.59	487.00	354.41	27.2
10-49-4000 BLDG MAINT & REPAIRS	92.00	874.89	20,000.00	19,125.11	4.4
10-49-4800 TELEPHONE AND CELLPHONES	497.21	935.10	3,800.00	2,864.90	24.6
10-49-4900 UTILITIES	375.85	1,168.68	5,000.00	3,831.32	23.4
10-49-6100 PARKS MAINTENANCE	966.39	1,428.67	100,000.00	98,571.33	1.4
10-49-6300 PARTS AND REPAIRS	.00	.00	9,500.00	9,500.00	.0
10-49-6500 TREE CITY USA	.00	.00	2,000.00	2,000.00	.0
10-49-9000 OTHER	.00	(1.93)	5,000.00	5,001.93	.0
TOTAL PUBLIC WORKS/PARKS/BUILDINGS	6,024.53	17,881.85	202,502.00	184,620.15	8.8
<u>TWN ADMINSTR</u>					
10-52-1100 SALARIES & WAGES	11,538.46	35,122.73	150,000.00	114,877.27	23.4
10-52-1400 WORKERS' COMPENSATION	12.82	38.91	150.00	111.09	25.9
10-52-1550 RETIREMENT	.00	.00	4,500.00	4,500.00	.0
10-52-1600 FICA	890.34	2,702.18	11,475.00	8,772.82	23.6
10-52-1700 COLO UNEMPLOYMENT	23.08	46.40	600.00	553.60	7.7
10-52-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	500.00	500.00	.0
10-52-1850 TRAINING, TRAVEL AND LODGING	.00	203.00	7,000.00	6,797.00	2.9
10-52-1900 ALLOWANCES	100.00	200.00	900.00	700.00	22.2
TOTAL TWN ADMINSTR	12,564.70	38,313.22	175,125.00	136,811.78	21.9

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>COMM DEV</u>					
10-53-1100 SALARIES & WAGES- COMM DEV	10,416.56	28,005.51	225,000.00	196,994.49	12.5
10-53-1400 WORKERS' COMPENSATION	11.52	30.85	225.00	194.15	13.7
10-53-1500 HEALTH INSURANCE	2,020.91	6,061.87	34,000.00	27,938.13	17.8
10-53-1550 RETIREMENT	312.51	838.10	6,750.00	5,911.90	12.4
10-53-1600 FICA	794.17	2,124.22	17,100.00	14,975.78	12.4
10-53-1700 COLO UNEMPLOYMENT	20.84	47.67	900.00	852.33	5.3
10-53-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	1,200.00	1,200.00	.0
10-53-1850 TRAINING, TRAVEL AND LODGING	.00	150.00	7,000.00	6,850.00	2.1
10-53-1900 ALLOWANCES	62.50	62.50	3,600.00	3,537.50	1.7
10-53-2500 COMMUNITY EVENTS	.00	535.60	45,000.00	44,464.40	1.2
10-53-3000 BUILDING PERMITS	921.39	7,754.25	112,500.00	104,745.75	6.9
10-53-3200 CONTRACTED SERVICES	7,289.75	22,538.25	25,000.00	2,461.75	90.2
10-53-3425 ELIZABETH MAIN STREET	.00	3,077.97	33,000.00	29,922.03	9.3
10-53-3450 HISTORIC ADVISORY BOARD	.00	2,386.79	37,000.00	34,613.21	6.5
10-53-3475 MARKETING MATERIALS & PUBL	.00	.00	5,000.00	5,000.00	.0
10-53-4000 GIS	.00	.00	800.00	800.00	.0
TOTAL COMM DEV	21,850.15	73,613.58	554,075.00	480,461.42	13.3
<u>NON-DEPARTMENTAL</u>					
10-59-9933 TRANSFER TO STREET MAINTENANCE	11,941.42	35,824.26	143,297.00	107,472.74	25.0
TOTAL NON-DEPARTMENTAL	11,941.42	35,824.26	143,297.00	107,472.74	25.0
TOTAL FUND EXPENDITURES	254,766.44	680,424.65	3,397,721.00	2,717,296.35	20.0
NET REVENUE OVER EXPENDITURES	20,906.83	202,229.45	(139,878.00)	(342,107.45)	144.6

TOWN OF ELIZABETH
 BALANCE SHEET
 MARCH 31, 2022

STREET FUND

ASSETS

21-100001	CASH IN COMBINED CASH FUND	805,477.41	
21-115000	ACCOUNTS RECEIVABLE	73,890.09	
	TOTAL ASSETS		879,367.50

LIABILITIES AND EQUITY

LIABILITIES

21-201000	ACCRUED SALARIES PAYABLE	4,306.95	
21-202000	ACCOUNTS PAYABLE	3,283.01	
	TOTAL LIABILITIES		7,589.96

FUND EQUITY

21-280000	FUND BALANCE	831,920.43	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	39,857.11	
	BALANCE - CURRENT DATE	39,857.11	
	TOTAL FUND EQUITY		871,777.54
	TOTAL LIABILITIES AND EQUITY		879,367.50

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAXES</u>					
21-31-3000 GENERAL SALES TAX	11,202.26	31,761.95	134,063.00	102,301.05	23.7
21-31-4000 USE TAX	476.14	2,343.52	21,407.00	19,063.48	11.0
TOTAL TAXES	11,678.40	34,105.47	155,470.00	121,364.53	21.9
<u>INTERGOVERNMENT</u>					
21-33-1000 HIGHWAY USERS TAX	6,550.55	16,053.31	100,000.00	83,946.69	16.1
21-33-1050 ROAD & BRIDGE	41,710.49	41,710.49	150,000.00	108,289.51	27.8
21-33-6100 M.V. REGISTRATION (\$1.50)	308.45	986.58	4,300.00	3,313.42	22.9
21-33-6200 M.V. REGISTRATION (\$2.50)	470.00	1,520.00	6,400.00	4,880.00	23.8
TOTAL INTERGOVERNMENT	49,039.49	60,270.38	260,700.00	200,429.62	23.1
<u>OTHER SOURCES OF REVENUE</u>					
21-36-1000 INVESTMENT INCOME	168.76	278.61	400.00	121.39	69.7
21-36-4000 PUBLIC IMPROVEMENT FEE	1,684.48	4,771.51	20,000.00	15,228.49	23.9
TOTAL OTHER SOURCES OF REVENUE	1,853.24	5,050.12	20,400.00	15,349.88	24.8
<u>SOURCE 39</u>					
21-39-7000 TRANSFER FROM GENERAL FUND	11,941.42	35,824.26	143,297.00	107,472.74	25.0
TOTAL SOURCE 39	11,941.42	35,824.26	143,297.00	107,472.74	25.0
TOTAL FUND REVENUE	74,512.55	135,250.23	579,867.00	444,616.77	23.3

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>STREETS</u>					
21-49-1100 SALARIES & WAGES- PUB WORKS	8,017.47	25,953.92	118,500.00	92,546.08	21.9
21-49-1300 OVERTIME	591.73	1,925.88	9,000.00	7,074.12	21.4
21-49-1400 WORKERS' COMPENSATION	238.80	785.47	5,700.00	4,914.53	13.8
21-49-1500 HEALTH INSURANCE	2,282.37	8,115.44	23,400.00	15,284.56	34.7
21-49-1550 RETIREMENT	212.82	687.53	3,555.00	2,867.47	19.3
21-49-1600 FICA	650.90	2,102.05	9,065.00	6,962.95	23.2
21-49-1700 COLO UNEMPLOYMENT	17.20	46.08	474.00	427.92	9.7
21-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	500.00	500.00	.0
21-49-1900 ALLOWANCES	135.00	444.38	1,463.00	1,018.62	30.4
21-49-3200 CONTRACTED SERVICES	8,342.65	12,033.45	70,000.00	57,966.55	17.2
21-49-3500 DE-ICING SUPPLIES	.00	.00	21,500.00	21,500.00	.0
21-49-3650 LIGHTS AND SIGNALS	1,567.30	4,132.39	18,000.00	13,867.61	23.0
21-49-4000 MAINTENANCE AND REPAIRS	5,969.57	21,166.11	97,000.00	75,833.89	21.8
21-49-5800 ROW MAINTENANCE	10,963.00	17,956.42	105,000.00	87,043.58	17.1
21-49-6100 SIGNS	.00	.00	1,500.00	1,500.00	.0
21-49-9000 OTHER	.00	44.00	13,000.00	12,956.00	.3
TOTAL STREETS	38,988.81	95,393.12	497,657.00	402,263.88	19.2
TOTAL FUND EXPENDITURES	38,988.81	95,393.12	497,657.00	402,263.88	19.2
NET REVENUE OVER EXPENDITURES	35,523.74	39,857.11	82,210.00	42,352.89	48.5

TOWN OF ELIZABETH
 BALANCE SHEET
 MARCH 31, 2022

CAPITAL IMPROVEMENT FUND

ASSETS

31-100001	CASH IN COMBINED CASH FUND	6,906,690.31	
31-115000	ACCOUNTS RECEIVABLE	216,634.84	
		<u> </u>	
	TOTAL ASSETS		<u>7,123,325.15</u>

LIABILITIES AND EQUITY

FUND EQUITY

31-280000	FUND BALANCE	6,804,268.94	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	319,056.21	
		<u> </u>	
	BALANCE - CURRENT DATE	319,056.21	
		<u> </u>	
	TOTAL FUND EQUITY		<u>7,123,325.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>7,123,325.15</u>

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
31-31-3000 SALES TAX	112,022.63	317,619.50	1,340,625.00	1,023,005.50	23.7
31-31-4000 USE TAX	4,761.43	23,435.23	214,073.00	190,637.77	11.0
TOTAL TAX	116,784.06	341,054.73	1,554,698.00	1,213,643.27	21.9
<u>OTHER FINANCING SOURCES</u>					
31-36-1000 INVESTMENT INCOME	1,406.65	2,321.82	3,000.00	678.18	77.4
31-36-9000 OTHER REVENUE	.00	.00	100,000.00	100,000.00	.0
TOTAL OTHER FINANCING SOURCES	1,406.65	2,321.82	103,000.00	100,678.18	2.3
TOTAL FUND REVENUE	118,190.71	343,376.55	1,657,698.00	1,314,321.45	20.7

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL IMPROVEMENT MISC</u>					
31-80-0100 LAND PURCHASE	.00	.00	250,000.00	250,000.00	.0
31-80-0600 TOWN EVENT PARK	.00	.00	125,000.00	125,000.00	.0
31-80-1100 SALARIES & WAGES	.00	.00	24,750.00	24,750.00	.0
31-80-1400 WORKER'S COMPENSATION	.00	.00	25.00	25.00	.0
31-80-1500 HEALTH INSURANCE	.00	.00	3,300.00	3,300.00	.0
31-80-1550 RETIREMENT	.00	.00	742.00	742.00	.0
31-80-1600 FICA	.00	.00	1,893.00	1,893.00	.0
31-80-1700 COLO UNEMPLOYMENT	.00	.00	99.00	99.00	.0
31-80-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	165.00	165.00	.0
31-80-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,650.00	1,650.00	.0
31-80-1900 ALLOWANCES	.00	.00	322.00	322.00	.0
31-80-3220 ASSET ASSESSMENT	.00	.00	25,000.00	25,000.00	.0
31-80-3400 FACILITIES MASTER PLAN	.00	.00	75,000.00	75,000.00	.0
31-80-3425 COMMUNITY STUDIES	.00	.00	50,000.00	50,000.00	.0
31-80-3450 SENIOR CENTER	.00	.00	50,000.00	50,000.00	.0
31-80-3475 CAPITAL PLANNING	.00	.00	15,000.00	15,000.00	.0
31-80-5500 TOWN HALL BLDG IMPROVEMENTS	1,044.77	5,989.77	100,000.00	94,010.23	6.0
31-80-5550 LIBRARY PARTNERSHIP	.00	.00	400,000.00	400,000.00	.0
31-80-6500 TRAIL SYSTEMS	4,580.58	4,580.58	9,900.00	5,319.42	46.3
31-80-9100 TOWN HALL LANDSCAPING	.00	.00	75,000.00	75,000.00	.0
31-80-9901 TRANSFER TO GENERAL FUND	4,583.33	13,749.99	55,000.00	41,250.01	25.0
TOTAL CAPITAL IMPROVEMENT MISC	10,208.68	24,320.34	1,262,846.00	1,238,525.66	1.9
TOTAL FUND EXPENDITURES	10,208.68	24,320.34	1,262,846.00	1,238,525.66	1.9
NET REVENUE OVER EXPENDITURES	107,982.03	319,056.21	394,852.00	75,795.79	80.8

TOWN OF ELIZABETH
BALANCE SHEET
MARCH 31, 2022

STREET CAPITAL IMPROVEMENT FND

ASSETS

32-100001	CASH IN COMBINED CASH FUND	3,161,502.47	
32-104400	STREET BOND RESERVE CD ACCOUNT	249,053.35	
32-115000	ACCOUNTS RECEIVABLE	194,971.36	
	TOTAL ASSETS		<u>3,605,527.18</u>

LIABILITIES AND EQUITY

LIABILITIES

32-202000	ACCOUNTS PAYABLE	23,581.11	
32-203000	RETAINAGE PAYABLE	150,934.90	
32-222000	DEFERRED REVENUE	11,500.00	
	TOTAL LIABILITIES		186,016.01

FUND EQUITY

32-280000	FUND BALANCE	3,336,127.41	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	<u>83,383.76</u>	
	BALANCE - CURRENT DATE	<u>83,383.76</u>	
	TOTAL FUND EQUITY		<u>3,419,511.17</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,605,527.18</u>

TOWN OF ELIZABETH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING MARCH 31, 2022

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>TAX</u>					
32-31-3000 GENERAL SALES TAX	100,820.37	285,857.54	1,206,563.00	920,705.46	23.7
32-31-4000 USE TAX	4,285.28	21,091.70	192,665.00	171,573.30	11.0
TOTAL TAX	105,105.65	306,949.24	1,399,228.00	1,092,278.76	21.9
<u>OTHER FINANCING SOURCES</u>					
32-36-1000 INVESTMENT INCOME	772.29	1,196.12	3,000.00	1,803.88	39.9
32-36-3000 MISC REVENUE	.00	.00	25,000.00	25,000.00	.0
TOTAL OTHER FINANCING SOURCES	772.29	1,196.12	28,000.00	26,803.88	4.3
TOTAL FUND REVENUE	105,877.94	308,145.36	1,427,228.00	1,119,082.64	21.6

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

STREET CAPITAL IMPROVEMENT FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CAPITAL OUTLAY</u>					
32-49-1100 SALARIES & WAGES	.00	.00	24,750.00	24,750.00	.0
32-49-1400 WORKER'S COMPENSATION	.00	.00	25.00	25.00	.0
32-49-1500 HEALTH INSURANCE	.00	.00	3,300.00	3,300.00	.0
32-49-1550 RETIREMENT	.00	.00	742.00	742.00	.0
32-49-1600 FICA	.00	.00	1,893.00	1,893.00	.0
32-49-1700 COLO UNEMPLOYMENT	.00	.00	99.00	99.00	.0
32-49-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	165.00	165.00	.0
32-49-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,650.00	1,650.00	.0
32-49-1900 ALLOWANCES	.00	.00	322.00	322.00	.0
32-49-3000 PAVING PROJECTS - CR13 SOUTH	.00	.00	750,000.00	750,000.00	.0
32-49-4000 ROAD BASE	.00	633.73	15,000.00	14,366.27	4.2
32-49-6600 RIGHT OF WAY EASEMENTS	.00	.00	50,000.00	50,000.00	.0
32-49-8000 STREET PAVING	147,954.52	174,286.75	1,000,000.00	825,713.25	17.4
32-49-9000 CONCRETE STREET REPAIRS	.00	.00	250,000.00	250,000.00	.0
32-49-9100 EQUIPMENT	.00	.00	287,500.00	287,500.00	.0
32-49-9101 ROTOMILL	.00	.00	1,200,000.00	1,200,000.00	.0
32-49-9200 CURB & GUTTER WORK	.00	.00	5,000.00	5,000.00	.0
32-49-9300 SIDEWALK REPLACEMENT PROGRAM	.00	.00	250,000.00	250,000.00	.0
32-49-9305 MAIN ST STREETSCAPE DESIGN	23,581.11	37,341.11	269,000.00	231,658.89	13.9
32-49-9310 TRANSFER TO GENERAL FUND	4,166.67	12,500.01	50,000.00	37,499.99	25.0
TOTAL CAPITAL OUTLAY	175,702.30	224,761.60	4,159,446.00	3,934,684.40	5.4
<u>DEBT SVC</u>					
32-59-4000 PAYING AGENCY FEE	.00	.00	600.00	600.00	.0
32-59-9700 2014 REFUNDING BOND PRINCIPAL	.00	.00	245,000.00	245,000.00	.0
32-59-9750 2014 REFUNDING BOND INTEREST	.00	.00	6,101.00	6,101.00	.0
32-59-9800 2015 REFUNDING BOND PRINCIPAL	.00	.00	165,000.00	165,000.00	.0
32-59-9850 2015 REFUNDING BOND INTEREST	.00	.00	70,965.00	70,965.00	.0
TOTAL DEBT SVC	.00	.00	487,666.00	487,666.00	.0
TOTAL FUND EXPENDITURES	175,702.30	224,761.60	4,647,112.00	4,422,350.40	4.8
NET REVENUE OVER EXPENDITURES	(69,824.36)	83,383.76	(3,219,884.00)	(3,303,267.76)	2.6

TOWN OF ELIZABETH
BALANCE SHEET
MARCH 31, 2022

WATER SEWER FUND

ASSETS

52-100001	CASH IN COMBINED CASH FUND	4,355,919.85	
52-101000	PETTY CASH	100.00	
52-110000	ACCOUNTS RECEIVABLE: UB	127,159.26	
52-115000	ACCOUNTS RECEIVABLE: OTHER	892.36	
52-160100	LAND: WATER	171,737.60	
52-160200	LAND: SEWER	143,729.50	
52-161100	EASEMENTS: WATER	10,890.77	
52-161200	EASEMENTS: SEWER	32,271.26	
52-162100	PLANT & EQUIPMENT: WATER	2,271,315.79	
52-162200	PLANT & EQUIPMENT: SEWER	6,013,924.47	
52-163100	WATER IMPROVEMENTS	2,288,597.77	
52-163200	SEWER IMPROVEMENTS	2,727,573.38	
52-165100	CONSTRUCTION IN PROGRESS: WTR	1,303,568.39	
52-165200	CONSTRUCTION IN PROGRESS: SWR	49,500.00	
52-169100	ACCUMULATED DEP: WATER	(2,727,106.48)	
52-169200	ACCUMULATED DEP: SEWER	(3,822,205.34)	
	TOTAL ASSETS		12,947,868.58

LIABILITIES AND EQUITY

LIABILITIES

52-201000	ACCRUED SALARIES PAYABLE	8,613.90	
52-202000	ACCOUNTS PAYABLE	182,739.04	
52-203000	RETAINAGE PAYABLE	24,515.00	
52-215200	ACCRUED INT PAY: SEWER	2,479.00	
52-218000	COMPENSATED ABSENCES PAYABLE	13,777.88	
52-218100	COMP ABSENCES- CURRENT PAYABLE	1,377.79	
52-220000	CUSTOMER METER DEPOSITS	38,906.08	
52-231200	2007 CWRPDA CUR NOTES PAYABLE	60,120.00	
52-239402	2007 CWRPDA NOTE PAYABLE	337,558.35	
	TOTAL LIABILITIES		670,087.04

FUND EQUITY

52-280000	RETAINED EARNINGS	12,508,662.70	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	(230,881.16)	
	BALANCE - CURRENT DATE	(230,881.16)	
	TOTAL FUND EQUITY		12,277,781.54
	TOTAL LIABILITIES AND EQUITY		12,947,868.58

TOWN OF ELIZABETH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>CHARGE FOR SERVICES / TAP FEES</u>					
52-34-4100 WATER SALES	48,723.97	153,762.81	650,000.00	496,237.19	23.7
52-34-4200 SEWER SALES	64,630.19	188,725.07	675,000.00	486,274.93	28.0
52-34-8100 WATER TAP FEES	.00	.00	520,000.00	520,000.00	.0
52-34-8200 SEWER TAP FEES	.00	.00	592,000.00	592,000.00	.0
TOTAL CHARGE FOR SERVICES / TAP FEES	113,354.16	342,487.88	2,437,000.00	2,094,512.12	14.1
<u>MISCELLANEOUS</u>					
52-36-1000 INVESTMENT INCOME	896.68	1,540.55	2,700.00	1,159.45	57.1
52-36-9000 OTHER REVENUE	2,388.98	6,484.18	91,000.00	84,515.82	7.1
TOTAL MISCELLANEOUS	3,285.66	8,024.73	93,700.00	85,675.27	8.6
TOTAL FUND REVENUE	116,639.82	350,512.61	2,530,700.00	2,180,187.39	13.9

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>WATER</u>					
52-57-1100 SALARIES & WAGES- WATER	8,017.47	25,953.92	130,875.00	104,921.08	19.8
52-57-1300 OVERTIME	591.73	1,925.88	9,000.00	7,074.12	21.4
52-57-1400 WORKERS' COMPENSATION	238.80	785.76	6,295.00	5,509.24	12.5
52-57-1500 HEALTH INSURANCE	2,282.37	8,115.44	25,050.00	16,934.56	32.4
52-57-1550 RETIREMENT	212.82	687.53	3,925.00	3,237.47	17.5
52-57-1600 FICA	650.90	2,102.63	10,012.00	7,909.37	21.0
52-57-1700 COLO UNEMPLOYMENT	17.20	46.08	524.00	477.92	8.8
52-57-1825 MEMBERSHIPS - EMPLOYEE	227.00	527.00	900.00	373.00	58.6
52-57-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-57-1900 ALLOWANCES	135.00	452.14	1,625.00	1,172.86	27.8
52-57-3200 CONTRACTED SERVICES	437.80	565.60	140,000.00	139,434.40	.4
52-57-4800 TELEPHONE AND CELLPHONES	.00	.00	1,800.00	1,800.00	.0
52-57-4900 UTILITIES	4,540.93	8,419.09	90,000.00	81,580.91	9.4
52-57-5400 INSURANCE	.00	2,363.32	10,000.00	7,636.68	23.6
52-57-5500 LEGAL - CONTRACTED	.00	.00	8,000.00	8,000.00	.0
52-57-6000 MAINTENANCE AND REPAIRS	269.58	7,863.60	150,000.00	142,136.40	5.2
52-57-7500 CHEMICAL SUPPLIES	1,057.40	1,057.40	9,000.00	7,942.60	11.8
52-57-7550 WATER SUPPLIES	9,601.37	10,661.55	14,000.00	3,338.45	76.2
52-57-9000 OTHER	375.20	375.20	18,000.00	17,624.80	2.1
52-57-9100 RITORO WELLS	7,687.20	378,220.93	700,000.00	321,779.07	54.0
52-57-9900 WATER LINE UPGRADE	.00	.00	25,000.00	25,000.00	.0
TOTAL WATER	36,342.77	450,123.07	1,355,331.00	905,207.93	33.2
<u>SEWER</u>					
52-58-1100 -SALARIES & WAGES- SEWER	8,017.47	25,953.88	130,875.00	104,921.12	19.8
52-58-1300 OVERTIME	591.73	1,925.88	9,000.00	7,074.12	21.4
52-58-1400 WORKERS' COMPENSATION	238.80	785.57	6,295.00	5,509.43	12.5
52-58-1500 HEALTH INSURANCE	2,282.38	8,116.21	25,050.00	16,933.79	32.4
52-58-1550 RETIREMENT	212.86	687.66	3,925.00	3,237.34	17.5
52-58-1600 FICA	650.96	2,102.76	10,012.00	7,909.24	21.0
52-58-1700 COLO UNEMPLOYMENT	25.24	66.66	524.00	457.34	12.7
52-58-1825 MEMBERSHIPS - EMPLOYEE	.00	.00	900.00	900.00	.0
52-58-1850 TRAINING, TRAVEL AND LODGING	.00	.00	1,325.00	1,325.00	.0
52-58-1900 ALLOWANCES	135.00	452.14	1,625.00	1,172.86	27.8
52-58-3200 CONTRACTED SERVICES	7,696.80	13,241.81	110,000.00	96,758.19	12.0
52-58-4800 TELEPHONE AND CELLPHONES	1,085.38	2,064.42	9,000.00	6,935.58	22.9
52-58-4900 UTILITIES	4,864.08	14,995.68	70,000.00	55,004.32	21.4
52-58-5400 INSURANCE	.00	2,612.69	12,000.00	9,387.31	21.8
52-58-6000 MAINTENANCE AND REPAIRS	1,880.72	4,615.35	130,000.00	125,384.65	3.6
52-58-7500 SEWER SUPPLIES	.00	.00	2,500.00	2,500.00	.0
52-58-9000 OTHER	.00	.00	6,000.00	6,000.00	.0
52-58-9400 WTP UPGRADES	.00	9,900.00	968,000.00	958,100.00	1.0
TOTAL SEWER	27,681.42	87,520.71	1,497,031.00	1,409,510.29	5.9

TOWN OF ELIZABETH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER/UNDER BU	PCNT
<u>2007 CWRPDA</u>					
52-63-6300 2007 CWRPDA PYMT- PRINCIPAL	.00	.00	57,928.00	57,928.00	.0
52-63-6400 2007 CWRPDA- INTEREST	.00	.00	16,508.00	16,508.00	.0
TOTAL 2007 CWRPDA	.00	.00	74,436.00	74,436.00	.0
 <u>DEPARTMENT 65</u>					
52-65-9900 TRANSFER TO GENERAL FUND	14,583.33	43,749.99	175,000.00	131,250.01	25.0
TOTAL DEPARTMENT 65	14,583.33	43,749.99	175,000.00	131,250.01	25.0
 TOTAL FUND EXPENDITURES	 78,607.52	 581,393.77	 3,101,798.00	 2,520,404.23	 18.7
 NET REVENUE OVER EXPENDITURES	 38,032.30	 (230,881.16)	 (571,098.00)	 (340,216.84)	 (40.4)



TOWN OF ELIZABETH

POLICE DEPARTMENT
MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022



ELIZABETH POLICE DEPARTMENT'S MISSION STATEMENT:

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

The following is an informational breakdown of EPD police activity from **05/01/2022 at 12:01 a.m. to 05/14/2022 at 11:59 p.m.** This information is compiled from our Records Management System (RMS), identified as New World (NW), as well as Douglas County Regional Dispatch (DRDC) records.

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

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



TOWN OF ELIZABETH

POLICE DEPARTMENT
 MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

Total Calls for Service:

271

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assisting Other Agencies
12	5	5	1	1

Parking Violations:

Total Parking Violations:	Parking Citations:	Parking Written Warnings:	Parking Verbal Warnings:
11	6	3	2

Other Calls for Service:

Call Type:	Number of Calls:
Abandoned Vehicle	1
Alarm Business Burglary	2
Animal Bite	1
Assault	1
Attempt to Contact	2
Bar Check	1
Business Check	18
Burglary	2
Child Custody	1
Citizen Assist	1
Citizen Contact	1
Disturbance	1



TOWN OF ELIZABETH

POLICE DEPARTMENT
MELVIN BERGHAHN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

Domestic Violence	2
Follow Up	22
Found Property	1
Fraud	1
House Watch	6
Increased Patrol	115
Informational Report	6
Liquor Violation	1
Medical Assist	6
Motorist Assist	2
Municipal Ordinance Violation	9
Motor Vehicle Accident Property Damage	2
Noise Complaint	1
Parking Complaint	11
Report Every Drunk Driver Immediately	4
Restraining Order Violation	1
Runaway	1
School Education	11
Sex Offense	1
Special Assignment	2
Suicidal Subject	1
Suspicious Circumstance	1
Suspicious Person	1
Suspicious Vehicle	5
Traffic Complaint	3
Traffic Hazard	2
Traffic Stop	12
Vehicle Trespass	2
VIN Verify	5
Welfare Check	1



TOWN OF ELIZABETH

POLICE DEPARTMENT
MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

Open and Active Investigations:

Case/Incident Number:	Call Type:	Details:
22-1690	Sex Offenses	EPD is conducting an investigation into possible sex offenses.
22-2492	Sex Offenses	EPD is investigating a juvenile sex offense.
22-1929	Child Abuse	A child abuse was reported.
22-2833	Disturbing the Peace	A neighbor dispute is being investigated for charges.
22-2192	Theft	A local business had merchandise stolen.
22-2832	Fraud	A citizen had several fraudulent accounts opened.
22-2795	Theft	A firearm was taken from a vehicle.
22-2700	Traffic Complaint	EPD is investigating a traffic complaint in Town.
22-2650	Fraud	EPD is investigating a fraud at a local business.
22-2867	Restraining Order Violation	A juvenile ROV is being investigated.
22-2964	Assault	An assault possibly occurred at a local school.
22-3010	Contempt of Court	A suspect potentially violated their court order.

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



TOWN OF ELIZABETH

POLICE DEPARTMENT
 MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
22-2831	Assist to ECSO	EPD assisted ECSO at their request on a suspect who eluded them.
22-2275	Trespass	Several juveniles trespassed at a local school. After investigation, the school declined to prosecute the juveniles.
22-2792	Assist to ECSO	EPD assisted ECSO on a possible harassment.
22-0892	Municipal Ordinance Violation-Junk	A property in Town was found to have deposits of debris and rubbish. After working with Community Services, the property came into compliance.
22-2836	Runaway	A juvenile was reported as a runaway in Town. The juvenile was located by their parent. EPD checked the welfare of the juvenile.
22-2826	Warrant Arrest	EPD contacted a vehicle that was indicated as stolen on EPD's FLOCK camera. Upon contact with the suspect, it was discovered they had a warrant for their arrest. The suspect was booked into ECSO jail on several charges and the warrant.
22-2844	Informational Report	A sign in the PD parking lot was damaged by a vehicle.
22-2577	Civil Assist	EPD responded to a civil child custody dispute. Upon investigation, it was determined no crime had been committed.
22-2821	Motor Vehicle Theft Drugs	EPD responded to a FLOCK camera hit. The vehicle was confirmed stolen, and the suspect was arrested. A firearm and illicit drugs were seized. The suspect was arrested and booked into ECSO jail on several charges.
22-2608	Driving Under the Influence	EPD responded to a motor vehicle accident. Upon investigation, it was determined the at fault driver was intoxicated. The driver was transported to a local hospital and released on several charges.



TOWN OF ELIZABETH

POLICE DEPARTMENT
 MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

22-2614	Disturbance	EPD responded to a disturbance between neighbors. Upon investigation, neither neighbor wanted charges pressed against the other.
22-2689	Motor Vehicle Accident	EPD responded to a two-vehicle motor vehicle accident. The at fault driver was issued a municipal summons for a traffic offense.
22-2876	Assist to ECSO	EPD responded to assist ECSO at their request for several suspects who eluded them.
22-2713	Harassment	EPD responded to a local school on a report of harassment between two students. Upon investigation, the victim did not want to pursue charges.
22-2819	Informational Report	An EPD Officer located a suspicious vehicle FLOCK advisement. Upon clearance it showed as an active stolen vehicle. Upon investigation, it was determined that the vehicle owner had recovered the vehicle and the system had not updated.
22-2955	Criminal Mischief	A vehicle at a local mechanic shop was damaged. No suspect was able to be located.
22-2714	Criminal Mischief	EPD responded to a criminal mischief where a vehicle had been painted on. A suspect was not able to be located.
22-2913	Suicidal Subject	A student at a local school was reported to be suicidal. EPD and CMH responded and conducted an emergency evaluation. The student was released to a guardian on a safety plan.
22-2931	Municipal Ordinance Violation-Vape	A student at a local school was found to be in possession on a vape pen. This was a subsequent offense from the juvenile, and as such they were issued a municipal summons.
22-2900	Found Property	EPD responded to a local store on report of a bicycle being abandoned. EPD seized the bike as found property.
22-2481	Minor in Possession of Alcohol	EPD responded to a local school on report of an intoxicated student. Upon investigation, it was



TOWN OF ELIZABETH

POLICE DEPARTMENT
 MELVIN BERGHANN, CHIEF OF POLICE

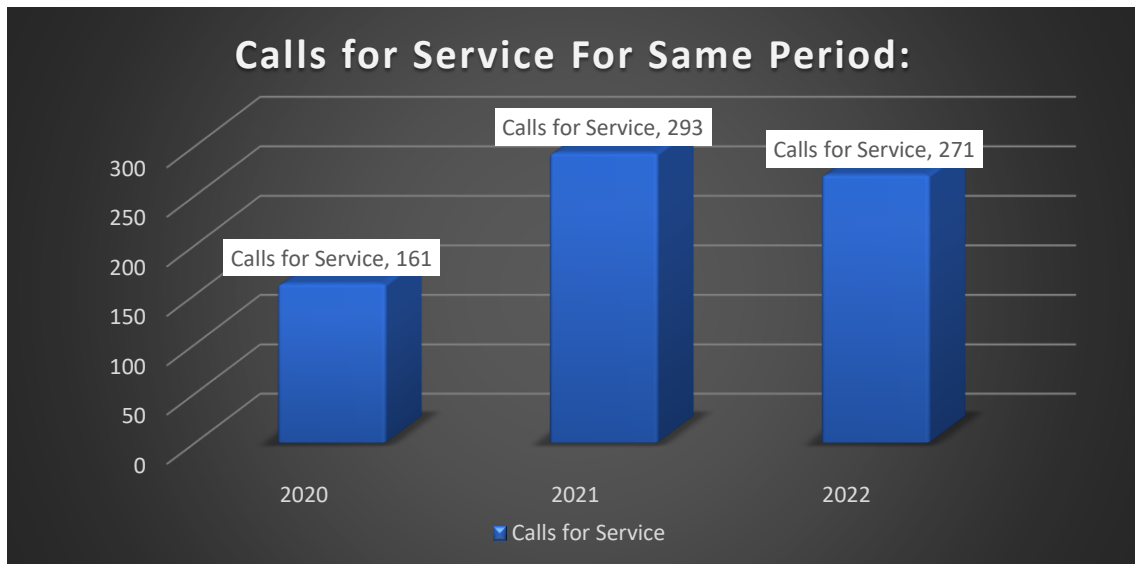
Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

	Mental Health Hold	determined the student was intoxicated and suicidal. The student was issued a municipal summons and transported to a local hospital on a mental health hold.
22-2906	Harassment	EPD responded to report of a victim being extorted. After investigation, the crime was part of a larger fraud. No suspect was identified.
22-2971	Assist to ECSO	EPD responded to assist ECSO at their request for burglary suspect. EPD located the suspect and ECSO arrested them and booked them into ECSO jail.
22-2361	Municipal Ordinance Violation-Windows	A property in Town limits was found to have several broken windows. After working with Community Services, the property came into compliance.

Historical Data:



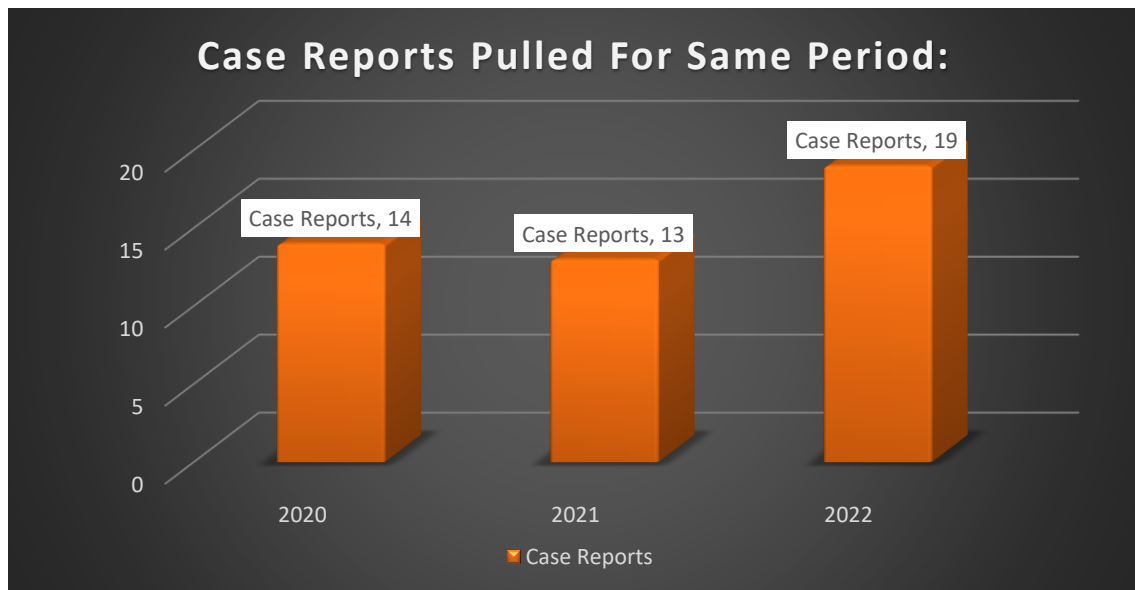
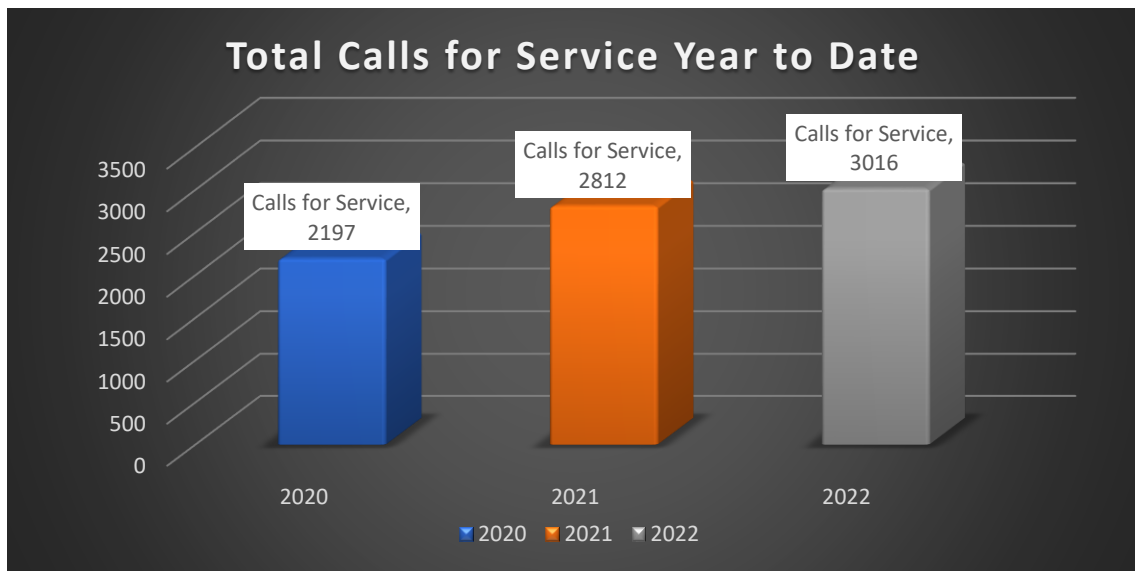


TOWN OF ELIZABETH
POLICE DEPARTMENT
MELVIN BERGHANN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022





TOWN OF ELIZABETH

POLICE DEPARTMENT
MELVIN BERGHAWN, CHIEF OF POLICE

Elizabeth Police Department Activity Statistics Report

Reporting Period:

05/01/2022 to 05/14/2022

Chief of Police's Advisements:

Elizabeth Police Department participated in the 3rd Annual 4 Square Tournament at Running Creek Elementary School. Officers and students put everything on the line. One Officer fell, scraped his knee and tore his pants, a student was struck in the face by a ball... despite these sacrifices no winner was determined, 2023's tournament can't come soon enough! Things have become, competitive.

On a side note, Officer Allen went undefeated in the Arm-Wrestling competition at Running Creek Elementary School, EPD is very proud of him and his undefeated record. We are confident the undefeated streak will continue in 2023 and beyond.

See attached pictures.

Residents may have noticed the new lines painted in the EPD parking lot. EPD is happy to announce the introduction of a safe trade and commerce point. The created trade area has been outfitted with 8 cameras, a station to write on and a well-lighted secure area to trade/purchase goods and to do exchanges. This is the first and currently only safe trade place in the county, with it being at the police department we are happy to assist on any needs during the trades to help ensure things are as they should be. If officer assistance is not needed the entire trade is recorded and retained for 7 days.

Our goal is to help ensure and provide a safe location to conduct business outside of a resident's home or a random parking lot or park.

Stay tuned to Facebook for updates, the plan is to have the safe trade area up and running no later than 05/20/2022.

See attached pictures.

If you have any questions, please let me know!

Respectfully,

Chief Melvin Berghahn





CHELSEA
WESTVALE, CO

THE EARTH'S ATMOSPHERE

ELIZABETH
POLICE



NOTICE:
AREA UNDER
POLICE
VIDEO
SURVEILLANCE

TIRE
BOX





**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS
APRIL 21, 2022**

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Thursday, April 21, 2022, at 8:33 AM by Vice President Linda Bulmer.

ROLL CALL

Present were Vice President Linda Bulmer and Board Members Jeff Struthers and Michael Hussey. President Tedd Lipka was not present. There was a quorum to conduct business.

Also present were Planner/Project Manager Zach Higgins and Deputy Town Clerk Harmony Malakowski.

AGENDA CHANGES

Ms. Malakowski noted that item number 4 was changed from 2023 ornaments to 2022 ornaments.

MINUTES

Regular Minutes of March 10, 2022

Motion by Vice President Bulmer, seconded by Mr. Hussey, to approve the minutes from March 10, 2022.

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

NEW BUSINESS

Discussion and possible action on recommendation of Main Street Board of Directors' growing board membership from 5 to 7 to the Board of Trustees

Motion by Mr. Hussey, seconded by Vice President Bulmer, to recommend to the Board of Trustees growing Main Street Board of Directors' membership from 5 members to 7 members.

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

Discussion regarding Main Street Street-Furniture

Mr. Higgins presented the Board with bench designs as well as a map with possible bench



locations on Main Street. Discussion commenced regarding possible art designs on Main Street.

Discussion regarding 2022 Ornament Design

Mr. Hussey presented possible ornament designs to the Board.

Motion by Mr. Hussey, seconded by Vice President Bulmer, to use the design consisting of the cow and rancher for the 2022 Ornament Design.

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

Discussion regarding networking event/meeting with EMMA

Item tabled until the next meeting.

Discussion regarding Historic Preservation code update proposal

Mr. Higgins provided the Board with an update on the Historic Advisory Board's progress regarding the Historic Preservation code.

Discussion regarding the Historic Advisory Board survey results.

Discussion regarding Flower Plantings on Main Street

Mr. Hussey reminded the Board of how the plantings were done last year. The Board agreed to move forward with the same plan. Mr. Hussey will coordinate with Town staff regarding the Main Street plantings.

STAFF REPORTS

- Discussion regarding the next steps for Board vacancies.
- Mr. Higgins provided an update on the Streetscape Design.
- Mr. Higgins reminded the Board of upcoming trainings.
- Discussion regarding a tour of other municipalities with DOLA.
- Discussion regarding the next quarterly report to the Board of Trustees.
- First quarter stats have been submitted to DOLA.
- Mr. Higgins will check in with Public Works regarding the Historic Main Street directional sign.

BOARD REPORTS

- Vice President Bulmer provided an update regarding the Gesin Lot development.



TOWN OF ELIZABETH

- Vice President Bulmer provided an update on the bunkhouse lot development next to the 1897 house.

ADJOURNMENT

Motion by Vice President Bulmer, seconded by Mr. Struthers, to adjourn meeting at 9:58 AM. The vote of those Board Members present was unanimously in favor. Motion carried.



President Tedd Lipka


Deputy Town Clerk Harmony Malakowski

