Town of Elizabeth

Board of Trustees Workshop with Judge Vincent White

Tuesday, May 27, 2025, at 6:00 PM

Board of Trustees Regular Meeting

Tuesday, May 27, 2025 at 7:00 PM

Town Hall, 151 S. Banner Street

Conferencing Access Information: This is viewing-only access.
Zoom link to view meeting
Join via phone: 1 669 900 9128 **Meeting ID:** 816 4512 0241
Meeting Passcode: 595761

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

This is a meeting of the Board of Trustees held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand and state your name and address to the Board. Your comments will be limited to 5 minutes. If many speakers are anticipated, the Mayor may (a) shorten the time limit; (b) ask speakers to limit themselves to new information and points of view not already covered by previous speakers; and/or (c) limit the total time of public comment to allow the Board to proceed to consider items set on the regular meeting agenda. The Board of Trustees may not respond to your comments during this meeting but rather take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff, or Employees will not be recognized. If a response from Staff is requested, the Mayor will direct Staff to have a response at the next regularly scheduled Board meeting.

Agenda Changes

Consent Agenda

1. Minutes from the May 13, 2025, Board of Trustees Regular Meeting

2. Amending Resolution 25R19 to 25R19.5

3. Presentation to Landen Sherlock

4. Swear in Officer Braydon Campbell

New Business

5. Discussion and possible action on Resolution 25R21, a Resolution approving the Collaborative Management Memorandum of Understanding between the Town and various agencies regarding the provisions of services to children and families who would benefit from Multi-Agency Services - Chief Engel

6. Action on choosing a Town of Elizabeth 135th Birthday sticker contest winner - Michelle Oeser

Public Hearing

7. Ordinance 25-07, adoption of the 2024 Model Traffic Code - Patrick Davidson

Old Business

8. Discussion and possible action on Ordinance 25-07, an Ordinance Repealing and Reenacting Article I of Chapter 8 of the Elizabeth Municipal Code Adopting by Reference the 2024 Model Traffic Code - Patrick Davidson

Public Hearing

9. Ordinance 25-08, Amending Code regarding Assisted Living Services - Alexandra Cramer

New Business

10. Discussion and possible action regarding Ordinance 25-08, an Ordinance Amending Various Provisions of Chapter 16 of the Town of Elizabeth Municipal Code Updating the Town's Land Use and Development Code - Alexandra Cramer

11. Discussion and possible action on Ordinance 25-09, an Ordinance Amending Article II of Chapter 2 of the Town of Elizabeth Municipal Code by the Repeal of the Town's Three-Ward System - Corey Hoffmann and Patrick Davidson

Management Monitoring Reports

12. Management Monitoring Reports

Student Liaison Report

Board of Trustees Report

13. Board Reports

Minutes

14. Minutes from the February 4, 2025, Planning Commission Regular Meeting

15. Minutes from the April 14, 2025, Main Street Board of Directors Regular Meeting

Executive Session

16. An Executive Session to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. 24-6-402(4)(e), regarding the potential annexation of 889 South Elizabeth Street into the Town of Elizabeth.

Adjournment

Town of Elizabeth

Board of Trustees – Record of Proceedings

Tuesday, May 13, 2025 at 7:00 PM

Call to Order

The Regular Meeting of the Board of Trustees for the Town of Elizabeth was called to order on Tuesday, May 13, 2025, at 7:00 PM by Mayor Angela Ternus.

Roll Call

Present:
Mayor Angela Ternus
Mayor Pro Tem Tracy Hutchins
Trustee Loren Einspahr
Trustee Dave Conley
Trustee Steve Gaither
Absent:
Trustee Michael Schroder

There was a quorum to do business.

Also in Attendance: Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Police Chief Jeff Engel, Public Works Director Mike DeVol, and Assistant Public Works Director James McErnie.

Pledge of Allegiance

Mayor Ternus led the Board in the Pledge of Allegiance.

Public Comment

Cindy Angers - Elbert County Resident

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes of the Regular Meeting of April 22, 2025

2. Minutes of the Special Meeting of April 30, 2025

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Gaither, to Approve the Minutes of the Regular Meeting of April 22, 2025, with changes and the Special Meeting of April 30, 2025.
Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Gaither
Voting No: None

Motion Passed Unanimously (5-0)

Proclamations

3. Public Works Week

Mayor Ternus read the Public Works Week Proclamation.

Presentations

4. Colorado Parks and Wildlife - Casey Westbrook

Mr. Westbrook provided an update to the Board. He also introduced Jeremy McCombs who will be helping with the Deer Management program this year. Discussion followed.

New Business

5. Discussion and possible direction to issue a Request for Proposals (RFP) for a Compensation Study and Pay Equity Analysis - Patrick Davidson

Mr. Davidson provided a report. Discussion followed. Staff was provided direction to move forward with the RFP for a Compensation Study and Pay Equity Analyst.

6. Discussion and possible action on Resolution 25R19, a Resolution authorizing the Town Administrator to execute an Intergovernmental Agreement between the Town of Elizabeth, the Elizabeth School District, and the Elizabeth Fire Protection District for a fuel facility - Patrick Davidson

Mr. Davidson provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Gaither, to Approve Resolution 25R19, a Resolution authorizing the Town Administrator to execute an Intergovernmental Agreement between the Town of Elizabeth, the Elizabeth School District, and the Elizabeth Fire Protection District for a fuel facility.
Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Gaither
Voting No: None

Motion Passed Unanimously (5-0)

7. Discussion and possible action on Resolution 25R20, a Resolution authorizing the Mayor to execute an amended Site Plan Agreement regarding the Banner Street Paired Homes - Patrick Davidson

Mr. Davidson provided a Staff report.

Motion by Mayor Ternus, seconded by Trustee Gaither, to Approve Resolution 25R20, a Resolution authorizing the Mayor to execute an amended Site Plan Agreement regarding the Banner Street Paired Homes.
Voting Yes: None
Voting No: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Gaither

Motion Failed (0-5)

Old Business

8. Discussion and possible action on Ordinance 25-06, an Ordinance to adopt the 2025 Water and Sewer Standards - Mike DeVol

Mr. DeVol provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Conley, to Approve Ordinance 25-06, an Ordinance to adopt the 2025 Water and Sewer Standards.
Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Gaither
Voting No: None

Motion Passed Unanimously (5-0)

Management Monitoring Reports

9. Management Monitoring Reports

- Town Administrator Patrick Davidson:
  - Provided a PROST update.
  - Working on a Facility Master Plan RFP.
  - Possible upcoming changes in Municipal Court due to recent legislative changes.
  - Purchased vehicles from Morrison.
  - Mayor Ternus asked about Wade Park. Discussion followed.
  - Mayor Ternus asked about the Linear Park. Discussion followed.
- Police Chief Engel:
  - Braydon Campbell is graduating from the Police Academy tomorrow.
  - Brett Cutler is beginning Phase III of his FTO training.
  - The lateral candidate for the SRO position has withdrawn from the hiring process.
  - EPD is hosting an advanced Search and Seizure training and a Front-Line Leadership training.
  - EPD received the vehicles and extra equipment from the Morrison PD.
  - EHS Graduation is next weekend. PD has their plan in place for coverage.
  - EPD participated in a nationwide podcast regarding officer wellness.
  - Kye Cutler is completing his internship with the Elizabeth Police Department. He will help out with the wellness grant that EPD received from the State of Colorado.
  - Mayor Ternus asked about the unattended deaths.
- Public Works Director Mike DeVol:
  - Let the Board know that there will be updates on the Streetscape and Depot Parking lot projects more frequently. These updates will be available on the Town's website.
- Town Clerk Michelle Oeser:
  - Reminded the Board that she will be out next week.
  - The Town's Birthday Bash movie night has been set.
  - The Student Liaison will be provided a certificate at the next meeting.
  - Updates to the Website and Agenda Management programs.
  - Update on the Elizabash Flower sale.

Student Liaison Report

No report was provided.

Board of Trustees Report

10. Board Reports

- Ward 2: Trustee Steve Gaither:
    - Thanked the Town Employees for participating in the Town Cleanup Day.
- Ward 2: Loren Einspahr:
    - Thanked the Public Works Staff for all they did on the Town Cleanup Day.
- Ward 1: Tracy Hutchins:
    - Had a good time helping to check ID's at the Cleanup Day.
- Mayor Ternus:
    - Liked the way the Cleanup Day was set up this year.
- Trustee Gaither:
    - Requested that Mr. DeVol give his wife a hug for the breakfast that she provided.
- Assistant Director McErnie:
    - Thanked the Board for coming out and helping.

Minutes

11. Minutes of the Historic Advisory Board Meeting of February 3, 2025

Adjournment

Motion by Trustee Gaither, seconded by Mayor Pro Tem Hutchins, to Approve the Adjournment at 9:07 PM.
Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Gaither
Voting No: None

Motion Passed Unanimously (5-0)

____
Town Clerk Michelle Oeser

____
Mayor Angela Ternus

TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: May 27, 2025
SUBJECT: Resolution Number Change

SUMMARY

At the last meeting the board approved Resolution 25R19, a Resolution authorizing the Town Administrator to execute an Intergovernmental Agreement between the Town of Elizabeth, the Elizabeth School District, and the Elizabeth Fire Protection District for a fuel facility. There is a previous 25R19, which means this Resolution number needs to be updated to 25R19.5.
The contract is still valid and approved; the Resolution number is just being updated and replaced for record purposes.

STAFF RECOMMENDATION

Staff recommends the board approve updating Resolution 25R19 to 25R19.5.

ATTACHMENTS

Resolution 25R19.5

RESOLUTION 25R19.5

A RESOLUTION AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF ELIZABETH, THE ELIZABETH SCHOOL DISTRICT, AND THE ELIZABETH FIRE PROTECTION DISTRICT FOR A FUEL FACILITY.

WHEREAS, the Town of Elizabeth, the Elizabeth School District, and the Elizabeth Fire Protection District seek to enter into a mutually beneficial agreement for the operation of a Fuel Facility; and

WHEREAS, the parties have negotiated an agreement which addresses al l issues and concerns related to the establishment of a jointly beneficial Fuel Facility; and

WHEREAS, the prepared document has been executed by the Elizabeth School District and the Elizabeth Fire Protection District and is awaiting final approval by the Board of Trustees.

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 Town Administrator to execute the Intergovernmental Agreement attached hereto as **Exhibit A**.

PASSED, APPROVED, and ADOPTED this 13th day of May 2024, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and ______ against.

____
Angela Ternus, Mayor

ATTEST:

____
Michelle M. Oeser, Town Clerk

CERTIFICATE

OF RECOGNITION

is Proudly Presented to:

Landen Sherlock

This certificate is in appreciation of your service to the Town of Elizabeth Board as the 2024/2025 Student Liaison.

This certificate was awarded on May 27, 2025

Mayor Angela Ternus

Town Clerk Michelle Oeser

OATH OF OFFICE

STATE OF COLORADO
ELBERT COUNTY
TOWN OF ELIZABETH

I, Braydon Campbell, do solemnly, sincerely, and truly declare and affirm that I will support the Constitution of the United States of America and of the State of Colorado and the ordinances of the Town of Elizabeth, and will faithfully perform the duties of the office of:

Police Officer upon which I am about to enter.

____
Braydon Campbell

Subscribed and affirmed to before me this 19th day of May 2025.

____
Town Clerk Michelle Oeser

ELIZABETH
COLORADO

TO: Mayor Ternus, Mayor Pro Tem Hutchins, and Board of Trustees

FROM: Jeffery Engel, Chief of Police

TITLE: Memorandum of Understanding

DATE: May 27, 2025

SUMMARY

The IOG is the Interagency Oversight Group, which is part of the State of Colorado Collaborative Management Program and is locally known as Connections for Families. The IOG (Connections for Families) is comprised of mandated and non-mandated partners formed by the Elbert County Department of Human and Health Services giving oversight to at-risk youth and families.

Connections for Families advocates for collaboration among service providers, to tailor support that meets the unique and specific needs of each youth and their family. The Goal of Connections for Families is to empower families to sustain a healthy environment of support for their children while avoiding involvement in the juvenile justice system and human service system. The service is a multisystem approach aimed at serving families, promoting positive outcomes, and improving family quality of life.

Each year, the parties in this group sign a MOU in accordance with CRS 24-1.9-102. The Elizabeth Police Department represents the Town of Elizabeth in this collaboration, as a non-mandated partner and our costs are "in kind" only, which means staff time to attend the meetings.

STAFF RECOMMENDATION

The IOG (Connections for Families) has proven valuable in identifying and delivering resources for at-risk youth and families. The Elizabeth Police Department supports the IOG (Connections for Families) and recommends approval of the Collaborative Management Memorandum of Understanding.

ATTACHMENT(S)

Resolution 25R21

Collaborative Management Memorandum of Understanding.

425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107

Phone: 303-646-4664 Fax: 303-646-0616

Email: Police@townofelizabeth.org

www.townofelizabeth.org

RESOLUTION 25R21

A RESOLUTION APPROVING THE COLLABORATIVE MANAGEMENT MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN AND VARIOUS AGENCIES REGARDING THE PROVISION OF SERVICES TO CHILDREN AND FAMILIES WHO WOULD BENEFIT FROM MULTI-AGENCY SERVICES

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 approves **the** Collaborative Management Memorandum of Understanding between the Town and Various Agencies regarding the provision of services to children and families who would benefit from multi-agency services attached hereto as **Exhibit A** and authorizes the Mayor to execute the same on behalf of the Town.

PASSED, APPROVED, and ADOPTED this ____ day of ______________, 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _______ for and ______ against.

____
Angela Ternus, Mayor

ATTEST

____
Michelle M. Oeser, Town Clerk

5/23/2019
Q:\USERS\LIZ\RES\8DOCXp

This Agreement is made between the following statutorily Mandated Partners and Non-Mandated Partners to the Collaborative Management Program, each of which may herein be referred to individually as a "Party" or collectively as the "Parties":

MANDATED PARTNERS

1. **ELBERT COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES,** located at PO Box 924, 75 Ute Avenue, Kiowa, Colorado 80117;

2. **23RD JUDICIAL DISTRICT PROBATION DEPARTMENT,** located at 751 Ute Street, PO Box 278, Kiowa, Colorado 80117;

3. **23rd JUDICIAL DISTRICT COURT DEPARTMENT,** located at 751 Ute Ave, PO Box 232, Kiowa, Colorado 80117;

4. **ELBERT COUNTY PUBLIC HEALTH DEPARTMENT,** located at PO Box 201, 75 Ute Avenue, Kiowa, Colorado 80117;

5. **ELIZABETH SCHOOL DISTRICT,** located at 634 Elbert St., Elizabeth, Colorado 80107;

6. **KIOWA SCHOOL DISTRICT**, located at PO Box 128, 525 Comanche St, Kiowa, Colorado 80117;

7. **COMPREHENSIVE BEHAVIORAL HEALTH SAFETY NET PROVIDER, CENTENNIAL MENTAL HEALTH,** located at 650 Walnut Street, Elizabeth, Colorado 80107;

8. **BEHAVIORAL HEALTH ADMINISTRATIVE SERVICE ORGANIZATION (BHASO) ,** called **SIGNAL** located at 6130 Greenwood Plaza Blvd, Suite 150, Greenwood Village, CO 80111;

9. **DIVISION OF YOUTH SERVICES ("DYS"),** located at located at 4210 South Julian Way, Denver, Colorado 80236;

10. **MANAGED CARE ENTITY, called NORTHEAST HEALTH PARTNERS** located at 710 11th Ave, Greeley, Colorado 80631;

11. **COMMUNITY DOMESTIC VIOLENCE PROGRAM PURSUANT TO 26-7.5-104 C.R.S. IF REPRESENTATION FROM SUCH PROGRAM IS AVAILABLE, called THE CRISIS CENTER located at** PO Box 631302, Littleton, Colorado 80163**.**

NON-MANDATED PARTNERS

12. ***JUVENILE ASSESSMENT CENTER,** located at 9700 E Easter Lane, Centennial, Colorado 80112;*
13. ***CASA, ADVOCATES FOR CHILDREN,** located at 16965 Pine Lane, Suite 100, Parker, Colorado 80134;*
14. ***23rd JUDICIAL DISTRICT COLORADO YOUTH DETENTION CONTINUUM,** located at 9800 Mount Pyramid Court, Englewood, CO 80112;*
15. ***ELBERT COUNTY SHERIFF'S DEPARTMENT (ECSO),** located at 751 Ute Avenue, PO Box 486, Kiowa, Colorado 80117;*
16. ***TOWN OF ELIZABETH, ELIZABETH POLICE DEPARTMENT (EPD),** located at 151 Banner Street, PO Box 159, Elizabeth, Colorado 80107;*
17. ***ELBERT COUNTY BOARD OF COMMISSIONERS,** located at 215 Comanche Street, PO Box 7, Kiowa, Colorado 80117;*
18. ***ELBERT COUNTY COALITION OF OUTREACH (ECCO),** located at 336 Comanche Street, Kiowa, Colorado 80117;*
19. ***ELBERT COUNTY EARLY CHILDHOOD COUNCIL**, located at PO Box 2262, Elizabeth, Colorado 80107;*
20. ***BABY BEAR HUGS** located at 201 South Main Street, Yuma, Colorado 80759.*
21. ***DEVELOPMENTAL PATHWAYS** located at 1428 E Jewell Ave, Aurora, Colorado 80012*

Please indicate whether the non-mandated partners are voting or non-voting members. (* determines Non-Mandated Partners are voting members)

WHEREAS, Colorado Revised Statutes (C.R.S.) Section 24-1.9-102(1)(a) authorizes the county department of human services/social services to enter memorandums of understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized service and support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services; and

WHEREAS, the undersigned desire to enter into an agreement for the collaboration of services to families and children who would benefit from integrated multi-agency services; and

WHEREAS, the undersigned agencies include all of the agencies required by statute.

NOW THEREFORE**,** in consideration of the premises and mutual promises and covenants herein contained, and for their mutual benefit, the Parties agree as follows:

Term of the Agreement. This Memorandum of Understanding (MOU) shall be effective beginning July 1st, 2025, and shall expire June 30th, 2026.

Renewal of MOU. The Parties may renew this MOU annually, subject to mutual agreement. Each Party reserves the right to elect not to renew the MOU after the expiration of the current term. If any Party intends not to renew the MOU, it should give notice of such intent at least thirty (30) days prior to the expiration of the Agreement.

I. Oversight Group. The Parties agree that there is hereby created an Interagency Oversight Group (IOG) as authorized by C.R.S 24-1.9-102, that is identified locally as *Connections for Families,* whose membership shall be comprised of a local representative of each Party to this MOU. Membership requirements, the status of each Party as a voting member or advisory member, procedures for the election of officers, procedures for resolving disputes, and procedures for the development of subcommittee groups can be found in the By-Laws/Procedure Guide ("By-Laws" or "Guide") attached hereto as a labeled Appendix A. By signing this MOU, the Parties agree to follow and review these by-laws annually to ensure all statutory and rule mandates are met. Any changes to the by-laws are considered a revision to the MOU and shall require new submission to the State with new signatures of all mandated and non-mandated partners.

II. Target Population. In recognition of the goals of the Collaborative Management Program (CMP), children, youth, and families across systems are identified and served according to their contact with collaborative programs. The CMP target population consists of at-risk children and youth ages birth through twenty-one (21) years of age and their families who would benefit from a multi-system integrated service plan or multisystem approach. An Individualized Service and Support Team (ISST) includes two (2) or more system representatives that are present to assist a child/youth/family with developing an integrated service plan directed by family needs. The ISST identifies goals and facilitates collaboration and is a family-driven model for service planning. The child/youth/family members are present at and participating in the development of their plan. *Connections for Families* serves their target population(s) directly through an ISST(s) called: *Local ISST involved team name(s) (insert a list of local ISSTs names)*: *Service Review Team (SRT), Game Plan to Success (GPS), and the Family Engagement Meeting (FEM)*.

Connections for Families may also serve children, youth, and families within their communities through the Collaborative Management Program by providing multi-system prevention program(s). The target population for these prevention programs consists of at-risk children and youth ages birth through twenty-one (21) years of age and their families who would benefit from a multisystem approach. A multisystem prevention program must include two (2) or more system representatives that establish a program that facilitates collaboration and address needs not currently provided within the community. *Multi-system Prevention Program(s) named (insert a list of local Prevention Program name(s)): Second Chance Tobacco Program, School-Based Group, Foster Care/Kinship Medical and Behavioral Healthcare Coordination, Municipal Court Support, Collaboration Consultation, McKinney-Venton Services/Street Outreach Program.*

III. Services. As authorized by Section 12 CCR 2509-4-7.303.32(A), Counties may elect to participate in CMP by entering a Memorandum of Understanding (MOU) that is designed to promote a collaborative system to coordinate and manage the provision of services to children, youth, and families who would benefit from an integrated multi-system approach to service and service delivery. The Parties agree to provide the following specific services, subject to the availability of funds for which the collaborative has authority as specified below.

Services Defined:

- The CMP's ISST is called *Service Team Review (SRT)*. It functions as an integrated service planning model with specific policies and procedures Appendix B 2.1.
- The CMP's ISST is called Game Plan to Success (GPS). It functions as an integrated service planning model with specific policies and procedures Appendix B 2.2.
- The CMP's ISST is called Family Engagement Meetings (FEM). It functions as an integrated service planning model with specific policies and procedures Appendix B 2.3.
  - The CMP provides a prevention program through Second Chance Tobacco prevention program. Attached as a labeled appendix C 1.1. Prevention programs are mandated to meet one of the following: 1) multi-systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.
  - The CMP provides a prevention program through the School-Based Group prevention program. Attached as a labeled appendix C 1.2. Prevention programs are mandated to meet one of the following: 1) multi-systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.
  - The CMP provides a prevention program through the Foster Care/Kinship Medical and Behavioral Health Care Coordination prevention program. Attached as a labeled appendix C 1.3. Prevention programs are mandated to meet one of the following: 1) multi- systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.
  - The CMP provides a prevention program through the Municipal Court Support prevention program. Attached as a labeled appendix C 1.4. Prevention programs are mandated to meet one of the following: 1) multi-systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.
  - The CMP provides a prevention program through the Collaboration Consultation prevention program. Attached as a labeled appendix C 1.5. Prevention programs are mandated to meet one of the following: 1) multi-systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.

- The CMP provides a prevention program through the McKinney – Vento Service/Street Outreach Program prevention program. Attached as a labeled appendix C 1.7. Prevention programs are mandated to meet one of the following: 1) multi-systemic approach; 2) multiple disciplines involved in the development or enhancement of the program; 3) multiple agencies involved in the delivery of the services; 4) program developed to reduce bifurcated services; or 5) joint approach benefiting children, youth and or families.

IV. Authorization to Contribute Resources and Funding. Each Party represents that it has the authority to approve the contribution of time, resources, and funding to solve problems identified by *Connections for Families* to create a seamless, collaborative system of delivering multi-agency services to children and families. The resources and funding to be contributed are identified in Section V: Funding Sources.

V. Funding Sources. Funding identified in this MOU may be a carryover from previous funding or savings, additional funding provided to the CMP program or any funds directed towards CMP. Additional funding may become available during the term of this MOU and the Parties agree to comply with any terms, conditions and restrictions on the funding made available to them. The Parties agree to financial risk sharing where commitments to support programs exceed the remaining monies available. The fiscal agent for *Connections for Families* is Trestle Programs, Inc. **(**defaults to County Human Services/Social Service Departments) and by signing here __________________ (signature of fiscal agent) agrees to assume financial risk. The financial risk defaults to the fiscal agent unless otherwise stated here __________________. For this reason, *Connections for Families* projects a conservative budget based on currently available resources.

Table of Resource Pooling SFY 2025-2026		
CMP Carry Over/Reserve Funds	$68,719.46	
Party	IN-KIND	CASH
1. COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES	$ 8,250	$
2. JUDICIAL DISTRICT PROBATION DEPARTMENT	$8,800	$
3. JUDICIAL DISTRICT COURT	$5,500	$
4. HEALTH DEPARTMENT	$1,100	$
5. SCHOOL DISTRICT-ELIZABETH SCHOOL DISTRICT	$ 25,300	$

6. SCHOOL DISTRICT- KIOWA SCHOOL DISTRICT	$1,650	
7. COMPREHENSIVE BEHAVIORAL HEALTH SAFETY NET PROVIDER	$ 6,600	$
8. BEHAVIORAL HEALTH ADMINISTRATIVE SERVICE ORGANIZATION (BHASO)	$1,650	$
9. DIVISION OF YOUTH SERVICES ("DYS")	$ 6,622	$
10. MANAGED CARE ENTITY	$2,750	$
11. COMMUNITY DOMESTIC VIOLENCE PROGRAM PURSUANT TO 26-7.5-104, C.R.S. ("DVP")	$2,979	$
12. JUVENILE ASSESSMENT CENTER	$7.364	$
13. CASA, ADVOCATES FOR CHILDREN	$ 550	$
14. 23RD JUDICIAL DISTRICT COLORADO YOUTH DETENTION CONTINUUM (CYDC)	$6,980	$
15. ELBERT COUNTY SHERIFF'S OFFICE (ECSO)	$ 550	$
16. TOWN OF ELIZABETH-ELIZABETH POLICE DEPARTMENT	$1,824	$
17. ELBERT COUNTY BOARD OF COMMISSIONER	$ 550	$
18. ELBERT COUNTY COALITION OUTREACH (ECCO)	$ 550	$
19. ELBERT COUNTY EARLY CHILDHOOD COUNCIL	$ 550	$
20. BABY BEAR HUGS	$ 550	$
21. DEVELOPMENTAL PATHWAYS	$ 550	
TOTALS	$ 91,219	$

Approximate total contribution = $159,938.49

VI. Reinvestment of Funds Saved.

Connections for Families has established a procedure to allow funds received by the CDHS, and allocated pursuant to CRS 24-1.9-104, to be reinvested by the Parties to provide appropriate services to children and families who would benefit from multi-agency services has been approved by the head or director of each Party, as documented in the By-Laws/Guide at *Appendix A*.

The Parties agree by signing this MOU that the *Connections for Families* will review the CMP budget regularly to ensure that CMP funds are being used to serve children, youth and families that are involved in multiple systems or at risk of involvement in multiple systems. This includes funds being used to serve children, youth and families who are part of an ISST, CMP prevention program or as a mechanism to increase collaboration among Parties.

VII. Collaborative Management Processes. Pursuant to section 24-1.9-102(2)(e), C.R.S., *Connections for Families* has established a collaborative management process addressing risk sharing, resource pooling, performance expectations, outcome monitoring, and staff training. This management process shall be utilized by the ISSTs and CMP Prevention Programs when providing services to children and families serviced by the parties to this MOU, designed to reduce duplication and fragmentation of services, increase the quality, appropriateness, and effectiveness of services delivered to families, and encourage cost sharing among services providers. All of which can be found in the By-laws/Procedure Guide attached as *Appendix A*. **By signing this MOU, the Parties agree to follow and review these by-laws annually to ensure all statutory and rule mandates are met.**

VIII. Collaborative Management Program Elements.
Pursuant to section 24-1.9-102(2)(e), the parties agree to implement collaborative management processes (VII) in order to:

A. Reduce duplication and eliminate fragmentation of services provided to children, youth and families who would benefit from integrated multi-agency services. The Parties will reduce duplication and fragmentation of services by: *Appendix A Section 1.5*.

B. Increase the quality, appropriateness, and effectiveness of services delivered to children and families who would benefit from multi-agency services, to achieve better outcomes; the Parties will increase the quality, appropriateness, and effectiveness of services delivered through: *Appendix A Section, 1.4 Outcome Monitoring*.

C. Encourage cost sharing among service providers. The Parties will encourage cost sharing through: *Appendix A, Section 1.2 and Appendix A, Section 2.2.*

IX. Process Measures.

Please select all the process measures that the CMP site will attempt to achieve. Each CMP site must select at least three (3).

X☐ IOG meeting attendance (all partners signing MOU attending 75% of the time at 75% of scheduled meetings);

X☐ Family agency or member participation on the IOG as a voting member;
X☐ Seventy-five (75%) percent of the agencies contribute resources at a service level, either in-kind or actual funds;
X☐ Use of Evidence Based or Evidence Informed practices;
X☐ Process of Continuous Quality Improvement used by the IOG;
X☐ Evidence of cost-sharing
 X☐ *Appendix A 2.2, budget line item, and ISST plans*

X. Data.
The Parties agree to use either the State-provided Efforts to Outcomes (ETO) database and/or the Comprehensive Child Welfare Information System (CCWIS)/Trails for data collection for CMP-served clients. ETO shall be used for non-child welfare children, youth, and families to track participation. Trails or CCWIS databases shall be used for all Child Welfare CMP-served children, youth, and families.

The Parties agree by signing this MOU that the attestation statement shall be completed and the Parties shall comply with Operational Memo OM-DCP-2024-0001. The CMP site is responsible for ensuring there is no duplication of clients entered into ETO and/or Trails. Duplication is defined as a child, youth, or family that is counted twice for the same ISST meeting or prevention program and recorded in one (1) or more CMP data system(s). A child, youth or family may be counted for multiple service episodes supported by several multi-system partnerships.

An outcome must be determined and documented for each client supported by an Individualized Service and Support Team (ISST). The CMP State Steering Committee establishes the outcomes and measurements for each CMP site to choose from.

XI. Confidentiality Compliance. The Parties agree that State and Federal law concerning confidentiality shall be followed by the Parties and *Connections for Families*. Any records used or developed by *Connections for Families*, its members, a listed ISST, or a listed Prevention Program that relate to a particular person are to be kept confidential and may not be released to any other person or agency, except as provided by law. The Parties have developed a release of information that addresses the confidentiality needs of all Parties attached as an *Appendix B-Forms* .

XII. Termination of MOU. The Parties acknowledge that withdrawal from this MOU of any Mandated Party shall result in the automatic termination of this Agreement and termination of the collaborative system of delivery of services developed hereunder. The withdrawing Party shall assist the other Parties to achieve an orderly dissolution of the collaborative system with as little disruption as possible in the delivery of services provided to children and families who would benefit from multi-agency services.

A. **Withdrawal/Termination.** Any Party may withdraw from this Agreement at any time by providing 30 days written notice to all other Parties.
B. **For Loss of Funds.** Any Party may withdraw from this Agreement or modify the level of its commitment of services and resources hereunder, in the event of loss or reduction

of resources from its funding source identified herein. Any Party withdrawing due to loss of funds will provide notice of withdrawal in writing within 30 days.

C. **Distribution of Funds.** The Parties have established a collaborative management process addressing the distribution of funds if the MOU is terminated as further described in the by-laws/procedure guide. *Appendix A Section 2.7.*

IN WITNESS WHEREOF, the Parties hereto, through their authorized representatives have executed this Memorandum of Understanding and commit to all elements described above, effective for the dates written above. (Please note scanned and electronic signatures, with an attached digital receipt, are acceptable).

Interagency Oversight Group Members
MANDATED PARTNERS
1. COUNTY DEPARTMENT OF HUMAN/SOCIAL SERVICES
Name and Title: Darcy Bolding, Director Address: 75 Ute Ave., PO Box 924 City/State/Zip: Kiowa CO 80117 Phone: 303.621.3195 Email: darcy.bolding@state.co.us Signature: Proxy: Misty Callahan, Child Welfare Administrator
2. JUDICIAL DISTRICT PROBATION DEPARTMENT
Name and Title: Lori Griffith, Chief Probation Officer Agency: 23rd Judicial District Probation Address: 751 Ute St, PO Box 278 City/State/Zip: Kiowa, CO 80117 Phone: 720-437-6300 email: Lori.Griffith@judicial.state.co.us Signature: Proxy: Ted Romero, Probation Supervisor

3. JUDICIAL DISTRICT COURTS

Name: The Honorable Ryan Stuart, Chief Judge
Agency: 23rd Judicial District
Address: 751 Ute St., PO Box 232
City/State/Zip: Kiowa CO 80117
Phone: 720-437-6262 Email:Ryan.Stuart@judicial.state.co.us

Signature:

Proxy: Proxy, Judge Theresa Slade

4. HEALTH DEPARTMENT

Name: Sara McIntosh, RN, Interim Director
Agency: Elbert County Public Health Department
Address:75 Ute Ave., PO Box 201
City/State/Zip: Kiowa, CO 80117

Contact Person: Sara McIntosh

Phone: 303.621.3170 Email:sara.mcintosh@elbertcounty-co.gov

Signature:
Proxy: Lisa Helseth, Health Educator

5. SCHOOL DISTRICT

Name: Dan Snowberger, Superintendent
Agency: Elizabeth School District
Address: 634 Elbert St
City/State/Zip: Elizabeth CO 80107.
Contact Person: Dan Snowberger
Phone: 303.646.1836 Email:dsnowberger@esdk12.org

Signature:
Proxy: Dr. Kimberly Seefield, Director of Special Services

6. SCHOOL DISTRICT

Name: Travis Hargreaves, Superintendent
Agency: Kiowa School District
Address: PO Box 128, 525 Comanche St
City/State/Zip:Kiowa, CO 80117
Contact Person:Travis Hargreaves.

Phone: 303.621.2115 Email:thargreaves@kiowaschool.org.

Signature:
Proxy: Vaden Holmes, Principal

7. COMPREHENSIVE BEHAVIORAL HEALTH SAFETY NET PROVIDER

Name:Dante Gonzales, Chief Executive Officer
Address:650 E Walnut
City/State/Zip:Elizabeth, CO 80107
Contact Person: Dante Gonzales

Phone: 303.646.4519 Email:Dante.Gonzales@CentennialMHtC.org

Signature:
Proxy: Kris Schell, School Based Mental Health
Proxy: Katie Johnson, School Based Mental Health

8. BEHAVIORAL HEALTH ADMINISTRATIVE SERVICE ORGANIZATION (BHASO)

Name and Title: Daniel Darting, Chief Executive Officer
Address:6130 Greenwood Plaza Blvd., Ste 150
City/State/Zip: Greenwood Village, CO 80111

Phone:303.639.9320 Email:ddarting@signalbhn.org

Signature:
Proxy, Denise RuizEsparza, Care Access Coordinator

9. DIVISION OF YOUTH SERVICES

Name and Title: Krista Husak, Central Region Director
Agency: Division of Youth Services
Address:4120 S Julian Way
City/State/Zip: Denver, CO 80236

Phone: 303.945.9736 Email: Krista.Husak@state.co.us

Signature:

10. MANAGED CARE ENTITY

Name and Title: Kari Snelson, Executive Director
Address: 1300 N 17th Ave
City/State/Zip: Greeley, CO 80631
Phone: 970.347.2462 Email: kari@nhpllc.org

Signature

Proxy: Raina Ali, Community Relations Manager

11. DOMESTIC VIOLENCE PROGRAM

Name and Title: Amy McCandless, Executive Director
Agency: The Crisis Center
Address: PO Box 631302
City/State/Zip: Littleton CO 80163
Phone: 303.688.1094. Email: amymccandless@thecrisiscenter.org

Signature:

Proxy, Joanna Corbin, Program Director

NON-MANDATED PARTNERS

12. Juvenile Assessment Center

Name and Title: Sarah Troy, Executive Director
Agency: Juvenile Assessment Center
Address:9700 E Easter Lane
City/State/Zip: Centennial, CO 80112
Phone:720.213.1320 Email:stroy@arapahoegov.com

Signature:

Proxy, Zachariah Abdelbaki, Law Enforcement Program Director

13. CASA, Advocates for Children

Name and Title: Josefina Milliner, Executive Director
Agency: CASA, Advocate for Children
Address:16965 Pine Lane, Suite 120
City/State/Zip:Parker CO 80134
Phone: 303.695.1882 Email:josefina_milliner@adv4children.org

Signature:

Proxy, Ebony Johnson, Program Director

14. 23rd Judicial District Colorado Youth Detention Continuum

Name and Title: Kari Yutzy , Program Coordinator
Agency: 23rd Judicial District Colorado Youth Detention Continuum
Address: 4000 Justic Way, Suite 2580
City/State/Zip: Castle Rock, CO 80109

Phone: Email:kyutzy@cydc18.com

Signature:

15. Elbert County Sheriff's Office

Name and Title: Tim Norton, Sheriff
Agency: Elbert County Sheriff's Office
Address:751 Ute Ave
City/State/Zip: Kiowa, CO 80117
Phone: 303.805.6129 Email: tim.norton@elbertcounty-co.gov

Signature:

Proxy, Janet Maloney, Victim Assistance Program Coordinator
Proxy, Melissa Potestio, Victim Advocate

16. Town of Elizabeth – Elizabeth Police Department

Name and Title: Angela Ternus, Mayor
Agency: Town of Elizabeth-Elizabeth Police Department
Address:156 S Banner St
City/State/Zip: Elizabeth CO 80107

Phone: 303.646.4166 Email: aternus1@townofelizabeth.org

Signature:

Proxy, Jeff Engel, Chief of Elizabeth Police Department

17. Elbert County Board of Commissioners

Name and Title: Dallas Schroeder, Commissioner
Agency: Elbert County Board of Commissioners
Address:215 Camanche St
City/State/Zip: Kiowa CO 80117
Phone: 303.621.3132 Email: dallas.schroeder@elbertcounty-co.gov

Signature:

18. Elbert County Coalition of Outreach

Name and Title: Erica Johnson, Executive Director
Agency: Elbert County Coalition of Outreach
Address:336 Comanche St
City/State/Zip:Kiowa CO 80117

Phone: 303.621.2599 Email: eccoinkiowa@outlook.com

Signature:

Proxy, Janet Maloney, Victim Assistance Program Coordinator

19. Elbert County Early Childhood Council

Name and Title: Llan Barkley, Coordinator
Agency: Elbert County Early Childhood Council
Address: PO Box 2262
City/State/Zip: Elizabeth CO 80107.
Phone: 970.744.2928 Email:elbertearly@gmail.com

Signature:

20. Baby Bear Hugs

Name and Title: Jennifer Deam, Executive Director
Agency: Baby Bear Hugs
Address:201 S Main Street
City/State/Zip:Yuma, CO 80759

Phone: 970.848.5274 Email: jennifer.deam@babybearhugs.org

Signature:

Proxy, Megan Loiacano, Elbert County Coordinator

21.DEVELOPMENTAL PATHWAYS

Name: Erica Kitzman, Chief Administrative Officer
Agency: Developmental Pathways
Address:1428 E Jewell Avenue, Ste A
City/State/Zip: Aurora, CO 80012
Contact Person :

Phone: 720.771.8353 Email: d.tibbles@dpcolo.org

Signature:

Proxy, Abby Haselhorst, Program Manager of Family & Community Relations
Proxy, Jenny Skinner, Associate Director of Community Care Coordination

Signature:

Email: sara.mcintosh@elbertcounty-co.gov

Signature:

Email: dsnowberger@esdk12.org

Signature:

Email: dante.gonzales@centennialmhc.org

TOWN OF ELIZABETH

MICHELLE M. OESER TOWN CLERK/ADMINISTRATIVE SERVICES DIRECTOR

TO: Honorable Mayor and Board of Trustees
FROM: Michelle Oeser Town Clerk
DATE: May 27, 2025
SUBJECT: Birthday Sticker Contest

SUMMARY

The Town put out a call for entries into a Town Birthday Sticker Contest. Entries were due by May 16th. The winning sticker submitter will receive a $100 prize. The design will be put on stickers that will be shared at Town Events as well as on the Town Birthday cookie. Cookies will be handed out on the 135th Birthday Bash Movie Night. Staff will also check to see if the design can be put on the cupcakes that will be available at the summer ice cream socials.

Note, if you are aware of who designed a sticker(s), recuse yourself from commenting or voting in the process.

STAFF RECOMMENDATION

Staff do not have a recommendation. Staff are looking for a board discussion and one sticker entry chosen as the winner.

ATTACHMENTS

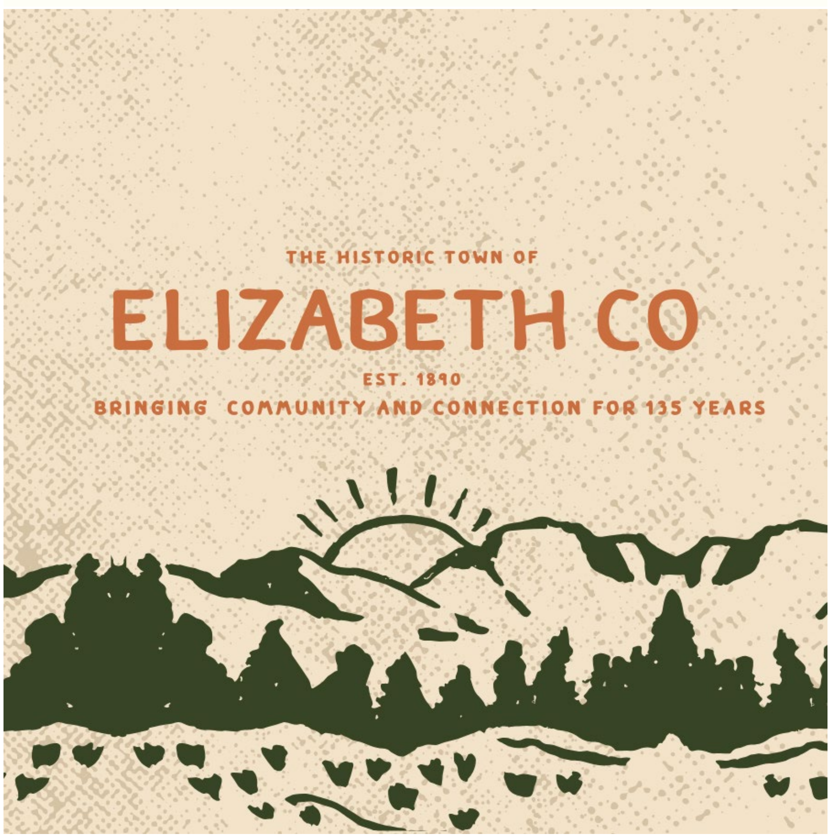
Sticker Contest Entries

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

135 years

ELIZABETH, COLORADO


THE HISTORIC TOWN OF
ELIZABETH CO
EST. 1890
BRINGING COMMUNITY AND CONNECTION FOR 135 YEARS


THE HISTORIC TOWN OF
ELIZABETH CO
EST. 1890
BRINGING COMMUNITY AND CONNECTION FOR 135 YEARS

ELIZABETH

COLORADO

EST. 1890

HAPPY 135TH BIRTHDAY

ELIZABETH

1890-2025

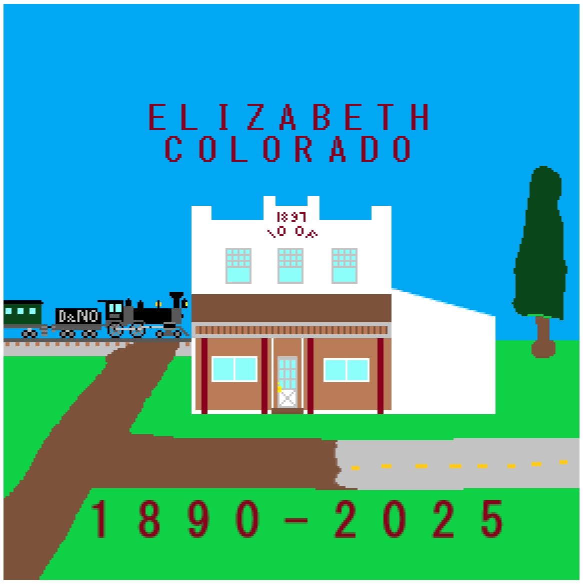

Elizabeth, Colorado
Celebrating 135 Years
1890 - 2025


Elizabeth, Colorado
1890 - 2025


Elizabeth, Colorado
Celebrating 135 Years
1890 - 2025


Elizabeth, Colorado
Celebrating 135 Years
1890 - 2025


Elizabeth, Colorado
Celebrating 135 Years
1890 - 2025


ELIZABETH
COLORADO
1897
IOOF
D&NO
1890-2025

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: April 22, 2025
SUBJECT: Model Traffic Code Adoption

BACKGROUND

In 1952 the Colorado Legislature approved the State's "Model Traffic Code" with the intention of creating uniformity and clarity for all jurisdictions within the State of Colorado. In total, the Code is regularly updated to reflect changes in vehicle safety, traffic safety, and societal changes. The most recent update occurred in 2024. For certain laws to be appropriately enforced within the Town of Elizabeth, the Model Traffic Code should be approved and adopted through the 2024 standards.

ANALYSIS

The updated Model Traffic Code may be approved by reference, in whole or in part, if specific procedures are followed by the Town. The adoption by reference is a two-step process. First, the Town *must introduce the Ordinance at a public meeting*, for the matter to *then be held later for a public hearing*. [The process is akin to having two readings of the Ordinance.] As such, the agenda item is for purposes of providing notice of the proposed adoption of the 2024 edition of the Model Traffic Code, with the formal adoption of the Ordinance to occur on May 27, 2025. The approval by reference process also requires that the proposed action be noticed twice by posting and publication prior to the possible adoption of the Ordinance.

STAFF RECOMMENDATION

Staff recommends that the Board approve the notice and publication of the proposed action; with the matter being set for public hearing and action on Tuesday, May 27, 2025 at 7:00PM; and publication and notice occurring on two separate occasions prior to the date of the public hearing.

BUDGET CONSIDERATIONS

N/A

ATTACHMENTS

Ordinance 25-07

ORDINANCE 25-07

AN ORDINANCE REPEALING AND REENACTING ARTICLE 1 OF CHAPTER 8 OF THE ELIZABETH MUNICIPAL CODE ADOPTING BY REFERENCE THE 2024 MODEL TRAFFIC CODE

WHEREAS, the Town desires to adopt the 2024 edition of the Model Traffic Code for Colorado as promulgated by the Colorado Department of Transportation by reference;

WHEREAS, a public hearing for this ordinance was properly noticed in a newspaper of general circulation within the Town once at least fifteen (15) days before the hearing, and again at least eight (8) days before the hearing; and

WHEREAS, a public hearing for the adoption of this ordinance was properly held on May 27, 2025.

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

Section 1. Article 1 of Chapter 8 of the Elizabeth Municipal Code is hereby repealed and reenacted as follow:

Sec. 8-1-10. Adoption.

Pursuant to Parts 1 and 2 of Article 16 of Title 31, C.R.S. there is hereby adopted by reference the 2024 edition of the Model Traffic Code promulgated and published as such by the Colorado Department of Transportation, Traffic Engineering and Safety Branch, 2829 W. Howard Place, Denver, Colorado 80204, as amended. The subject matter of the Model Traffic Code relates primarily to comprehensive traffic control regulations for the Town. The purpose of this Ordinance and the Code adopted herein is to provide a system of traffic regulation consistent with state law and generally conforming to similar regulations throughout the state and the nation. One (1) copy of the Model Traffic Code adopted herein is hereby filed with the office of the Town Clerk and may be inspected during regular business hours.

Sec. 8-1-20. Deletions.

The 2024 edition of the Model Traffic Code is adopted as if set out in length, save and except for the following articles or sections that are declared to be inapplicable to this Town and are expressly deleted: none.

Sec. 8-1-30. Additions or modifications.

The 2024 edition of the Model Traffic Code is adopted as if set out in length with the following additions or modifications: none.

Sec. 8-1-40. Application.

This Article shall apply to every street, alley, sidewalk area, driveway, park and to every other public way or public parking area within the corporate limits of the Town, the use of which the Town has jurisdiction and authority to regulate. The provisions of Sections 1401 and 1402, and Part 16 of the adopted *Model Traffic Code*, respectively concerning reckless driving, careless driving, and accidents and accident reports, shall apply not only to public places and ways but also throughout the Town.

Sec. 8-1-50. Interpretation.

This Article shall be so interpreted and construed as to effectuate its general purpose to conform with the State's uniform system for the regulation of vehicles and traffic. Article and section headings of this Article and the adopted Model Traffic Code shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or extent of the provisions of any article or section thereof.

Sec. 8-1-60. Certification; copy on file.

The Town Clerk shall certify to the passage of the ordinance codified herein and make not less than one (1) copy of the adopted code available for inspection by the public during regular business hours.

Sec. 8-1-70. Jake brakes prohibited.

(a) It is unlawful for the operator of a vehicle driven upon any public or private street within the Town to use, or employ the use of, a Jake brake.

(b) For purposes of this Section, a Jake brake means any device mounted on or adjacent to the engine of a commercial motor vehicle which, when employed, reduces engine speed and causes the vehicle to slow without use of the vehicle's braking system.

Sec. 8-1-80. Penalties.

The following penalties, herewith set forth in full, shall apply to this Article:

(1) It is unlawful for any person to violate any of the provisions of this Article.

(2) Every person convicted of a violation of any provision of this Article shall be punished as set forth in Section 1-4-20 of this Code.

<u>Section 2</u>. <u>Severability</u>. 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 _________________, 2025.

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

____
Angela Ternus, Mayor

ATTEST:

____
Michelle M. Oeser, Town Clerk

TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

To: Board of Trustees
From: Alexandra Cramer, Planner/Project Manager
Date: May 27th, 2025
Subject: Ordinance 25-08

Executive Summary

This memo provides background information on Ordinance 25-08, which proposes specific amendments to Chapter 16 of the Town Code regarding assisted living services. The ordinance makes three key changes:

1. Redesignates assisted living services from a Special Review use to a Use by Right in Commercial Mixed Use (CMU) and Regional Commercial (RC) districts
2. Adds three new definitions to Section 16-1-20 of the Municipal Code
3. Updates Section 16-6-10 to add specific parking and loading requirements for assisted living services

Background

The proposed changes address an identified procedural barrier to senior housing development in our community. Currently, assisted living services is not a Use by Right in any zoning district. It is a Use by Special Review in the residential districts and the commercial mixed-use district. During a recent workshop, the Planning Commission identified this as a significant obstacle to senior housing facilities locating in Elizabeth, as operators are hesitant to invest time and resources in an uncertain approval process for property they don't yet control.

Specific Code Changes

The ordinance makes the following specific amendments to the Municipal Code:

1. Table 16-5 Amendments (Section 1 of the Ordinance)

- Changes "Assisted living services" from "S" (Special Review) to "A" (Use by Right) in both:
  - Commercial Mixed Use (CMU) District
  - Regional Commercial (RC) District
- Adds a footnote to Table 16-5: "Assisted Living Services in the CMU and RC Districts shall not exceed a density of 20 units per acre"

2. Definition Additions (Section 2 of the Ordinance)

Adds three new definitions to Section 16-1-20:

Assisted living services: "A residential facility that makes available to three or more adults not related to the owner of such facility, either directly or indirectly through a resident agreement with the resident, room and board and at least the following services: personal services; protective oversight;

social care due to impaired capacity to live independently; and regular supervision that shall be available on a twenty-four-hour basis, but not to the extent that regular twenty-four hour medical or nursing care is required. Examples include, but are not limited to, memory care facilities, senior living communities and skilled nursing facilities. This definition does not include rehabilitation facilities primarily used for addiction treatment or substance abuse recovery."

Group Home: "A residential setting for at least four, but no more than eight, individuals with disabilities, including intellectual and developmental disabilities, where services and support are provided."

Retirement/Group Housing Services: "Housing designed for and marketed to persons of retirement age (typically 55 years and older) that provides independent living accommodations with optional supportive services, such as meals, housekeeping, transportation, and recreational activities. These facilities typically do not provide the level of personal care, protective oversight, or regular supervision that is found in assisted living services. Examples include independent living communities, retirement villages, and active adult communities. This definition does not include facilities that provide medical or nursing care as a primary service or assisted living services as defined in this code."

Note: These additional definitions are being added to provide clarity and to clearly distinguish between these similar but distinct residential care types. The definitions help prevent confusion in code interpretation and application.

3. Parking and Loading Requirements (Section 3 of the Ordinance)
Amends Section 16-6-10 by adding specific requirements for assisted living services:

- **Parking**: 0.5 spaces per unit plus 1 space per employee on the shift with the highest number of employees
- **Loading**: One dedicated loading space plus one area for dedicated ambulance access

Process Note
Even with this change, assisted living facilities in commercial districts will still undergo the standard site plan process with referral agency reviews and public hearing, maintaining appropriate oversight for these developments.

Local Context
Several assisted living facilities in nearby communities were analyzed to determine appropriate density standards:

- Castle Country Living (Castle Rock): 25.26 units per acre
- MorningStar: 25.47 units per acre
- Pine Grove Crossing: 28.86 units per acre
- Brookside Inn (proposed in Elizabeth, 2018): 15.51 units per acre

Based on this analysis, the 20 units per acre standard in the CMU and RC districts balances development feasibility with community character.

Staff Recommendation
Staff recommends approval of Ordinance 25-08, an Ordinance amending Chapter 16 Table 16-5, Section 16-1-20, and Section 16-6-10 of the Elizabeth Municipal Code regarding assisted living services.

Planning Commission Recommendation
At their May 20th meeting, the Planning Commission voted 5-0 to approve Ordinance 25-08, an Ordinance amending Chapter 16 Table 16-5, Section 16-1-20, and Section 16-6-10 of the Elizabeth Municipal Code regarding assisted living services.

Attachment(s)
Ordinance 25-08

ORDINANCE 25-08

AN ORDINANCE AMENDING VARIOUS PROVISIONS OF CHAPTER 16 OF THE TOWN OF ELIZABETH MUNICIPAL CODE UPDATING THE TOWN'S LAND USE AND DEVELOPMENT CODE

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

Section 1. Table 16-5 of the Elizabeth Municipal Code entitled "Public-Institution/Regional Commercial/Commercial/Mixed Use/Downtown Use Matrix" is amended regarding "Assisted living services" to read as follows:

A. The use designation "Assisted living services" is hereby amended from "S" (Special Review) to "A" (Use by Right) in the Commercial Mixed Use (CMU) District and the Regional Commercial (RC) District; and

B. An additional footnote is hereby added to Table 16-5 as follows: "Assisted Living Services in the CMU and RC Districts shall not exceed a density of 20 units per acre".

Section 2. Section 16-1-20 of the Elizabeth Municipal Code is hereby amended by the addition thereto of new definitions to read as follows:

Assisted living services means a residential facility that makes available to three or more adults not related to the owner of such facility, either directly or indirectly through a resident agreement with the resident, room and board and at least the following services: personal services; protective oversight; social care due to impaired capacity to live independently; and regular supervision that shall be available on a twenty-four-hour basis, but not to the extent that regular twenty-four hour medical or nursing care is required. Examples include, but are not limited to, memory care facilities, senior living communities and skilled nursing facilities. This definition does not include rehabilitation facilities primarily used for addiction treatment or substance abuse recovery.

* * *

Group Home means a residential setting for at least four, but no more than eight, individuals with disabilities, including intellectual and developmental disabilities, where services and support are provided.

* * *

Retirement/Group Housing Services means housing designed for and marketed to persons of retirement age (typically 55 years and older) that provides independent living accommodations with optional supportive services, such as meals, housekeeping, transportation, and recreational activities. These facilities typically do not provide the level of personal care, protective oversight, or regular supervision that is found in assisted living services. Examples include independent living communities, retirement villages, and active adult communities. This definition does not include facilities that provide medical or nursing care as a primary service or assisted living services as defined in this code.

Section 3. Section 16-6-10 of the Elizabeth Municipal Code is hereby amended by the amendment of subsection (b)(11) and the addition thereto of a new subsection (b)(12) to read as follows:

(b) The listed uses shall be subject to the following parking space requirements. Each type of use shall be applied independently to individual areas within the building (i.e., a restaurant would have a dining area, office space and other spaces such as a kitchen).

* * *

(11) Assisted Living Services:

(A) 0.5 spaces per unit plus 1 space per employee on the shift at which the highest number of employees are regularly present on the premises; and

(B) Such use shall also provide one dedicated loading space plus one additional area for dedicated ambulance access.

(12) All other uses not specifically mentioned: One (1) parking space shall be provided for each five hundred (500) square feet of usable floor area.

Section 4. 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 5. 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 6. 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 _________________, 2025.

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

____
Angela Ternus, Mayor

ATTEST

____
Michelle M. Oeser, Town Clerk

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: April 24, 2025
SUBJECT: Review of Discussion of Wards within the Town of Elizabeth

BACKGROUND
Initial discussions regarding the possible creation of Wards within the Town of Elizabeth began on February 10, 2024, during the Board's Vision Meeting. Based on direction provided by the BOT, additional research and consideration was undertaken by the Town Attorney, the Town Administrator, and the Town Clerk to determine the legality, as well as the practicability, of creating a Ward System in Elizabeth. The stated purpose by members of the Board of Trustees was to ensure that with growth in the community, no single area or subdivision of the Town could dominate the elected positions within the municipality.

The timing of the approval of the Ward System was pivotal to the overall decision by the Board of Trustees. Generally, a ward or voting district system is established upon creation of the municipality and is not later established. However, with six (6) of the existing seven (7) seats open during the November 2024 General Election, it provided Elizabeth with a once in a generation opportunity to create a Ward System.

With information provided by the Town's Community Development Department, a potential map was developed to establish wards, which would take into consideration estimated population growth in each hypothetical ward. Additionally, other communities were contacted to consult on the operation of the ward system, area elections, and the feasibility of wards within the Town of Elizabeth. Ultimately, legal opinions provided guidance to the Board members on how the process would or could be undertaken.

On April 23, 2024, the Board of Trustees passed Resolution 24R16 on a 5-2 vote to adopt the creation of Wards within the Town of Elizabeth. In addition, on that same date, the Board of Trustees approved Ordinance 24-03 on a 5-2 vote to codify the process and establish Wards. The Ordinance was not challenged by Referendum and became effective on May 23, 2024. The November 2024 General Election then included Wards for purposes of the election to the Town Board of Trustees.

ANALYSIS
Methods of Establishing Wards or Voting Districts. The Board of Trustees chose to implement a Ward System consisting of a Mayor-at-Large and two (2) representatives from each Ward. Those representatives, after 2026, would hold rotating 4-year seats within their respective Wards.

Other communities have chosen to use a hybrid ward system such as: (1) the division of the community into wards, with the mayor and *three* trustees holding at-large positions, while the remaining members of the Board be limited solely to wards; (2) the use of districts where portions of the community are divided into districts with only one member of the Board of Trustees being elected by any one district; (3) the division of the community into wards, with the mayor and three trustees holding four-year terms, while the remaining members of the Board serve shorter terms within their respective wards, or vice-a-versa. Ultimately, each system is designed to distribute power across numerous elected officials and create a greater degree of accountability for each elected official.

<u>Costs of Elections, Special Elections, and Recalls</u>. A key provision through the establishment of the Ward System is that it limits the costs for the municipality in conducting special elections and recall elections. Only residents within their specific ward are allowed to petition, vote, and conduct either a special election to fill an open seat, or to conduct a recall election. In the case of Elizabeth, it would reduce costs by approximately 50% opposed to conducting the same under the prior organization of the Town.

<u>Accountability to the Elected Officials' Constituents</u>. Under the Ward System, a closer relationship is established between members of the Ward and their individual representatives. Elected officials live and campaign within their own neighborhoods and are directly accountable to those within their neighborhood. Representatives of a specific ward are in the best position to advocate for the specific needs of their ward, while still understanding the overall needs of the community.

<u>Future Growth and Development of the Town</u>. Regardless of one's political approach towards growth and development within Elizabeth, there remains development projects which have already been approved by prior Boards. These include the Pine Ridge Apartments (est. 126 new residents); Walnut Street PUD (est. 116 new residents); Winchester Estates (est. 20 new residents); Gold Creek Commons (est. 460 new residents); and the Abraham Property. As such, the creation of wards not only considers the current makeup of the community but also anticipates growth and development in the future and creates the most equitable means of ensuring the impacts of votes in the future.

<u>Influence and Control by Specific Subdivisions</u>. A concern raised by the prior Board of Trustees was the overall influence that the development of the Gold Creek Subdivision, the Legacy Subdivision, and the anticipated development of Gold Creek Commons would have on the community. If appropriately organized, the Gold Creek and Legacy Subdivisions have a sufficient voter base to control all seats within the Town of Elizabeth.[1] Assuming the lowest anticipated

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[1] In advance of the Board's April 2024 action there were comments circulated which included: the use of Town reserves to pay-down the metro district bonds held within the Gold Creek Subdivision (to reduce property tax bills) and to convey park lands to the Town to reduce HOA assessments related to park and open space maintenance. These actions could be accomplished depending on the underlying make-up of the Board of Trustees.

growth of Gold Creek Commons, including approximately 460 new residents, the three subdivisions combined could dominate Town elections. The Ward System assists in maintaining a representative democracy within the Town of Elizabeth.

Existence of Wards in Colorado. Through the deliberative process there were questions about whether any small towns in Colorado even made use of a Ward System. The table provided below provides information related to other small communities within Colorado that use a Ward System. For the Town of Elizabeth, three population examples are provided. First, the population numbers are from the website titled www.worldpopulationreview.com. This likely provides the lowest currently published population count for Elizabeth at 2,980 residents. The second entry in the table provides the population data used on the water/wastewater estimates supplied by the Town. The population using this analysis is 3,300. Finally, the third entry is based on known and anticipated development within the Town of Elizabeth within the next three (3) years.[2]

Municipality	Population	Type of Ward System
Georgetown	1,350	3 Wards, Mayor-at-Large
Las Animas	2,424	3 Wards, Mayor-at-Large
Elizabeth	2,980	3 Wards, Mayor-at-Large
Walsenburg	3,109	3 Wards, Mayor-at-Large
Elizabeth	3,300	3 Wards, Mayor-at-Large
Florence	3,876	3 Wards, Mayor-at-Large
Manitou Springs	4,452	3 Wards, Mayor-at-Large
Elizabeth	4,700	3 Wards, Mayor-at-Large
Brush	5,224	3 Wards, Mayor-at-Large
Castle Pines Village	5,577	3 Wards, Mayor-at-Large
Sheridan	5,777	3 Wards, Mayor-at-Large
Salida	6,032	3 Wards, Mayor-at-Large

As always, it is important for the Board of Trustees and for Staff to anticipate growth and development well in advance of what is currently existing within the community. As such, it is recommended that the 4,700-population count be considered appropriate within the broader ward analysis.

STAFF RECOMMENDATION

As this decision is ultimately a policy decision and is political in nature, Staff take no position.

BUDGET CONSIDERATIONS

Unknown. The costs of remaining within a Ward System are likely none. A transition back to an "at-large" structure will include the costs of conducting elections during the next General

[2] Updated population information from the State Demographer is through 2023 and states the Town's population of 2,304 while the U.S. Census' data is through 2023 and lists Elizabeth as having 2,477 residents. Neither set of figures is particularly helpful to the overall analysis.

Election, the prospects of a Referendum Election, and other potential, but currently unknown costs.

ATTACHMENTS
None.

ORDINANCE 25-09

AN ORDINANCE AMENDING ARTICLE II OF CHAPTER 2 OF THE TOWN OF ELIZABETH MUNICIPAL CODE BY THE REPEAL OF THE TOWN'S THREE-WARD SYSTEM

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

Section 1. Section 2-2-15 of Town of Elizabeth Municipal Code is hereby repealed in its entirety.

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

> (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.
>
> * * *
>
> (c) Qualifications. Each Trustee shall be a resident of the Town and a registered elector therein. If any Trustee shall move from or become, during the term of his or her office, a nonresident of the Town, he or she shall be deemed thereby to have vacated his or her office.
>
> (d) Vacancies. In case of the death, resignation, vacation or removal for cause of any of the Trustees during their term of office, the Board of Trustees, by a majority vote of all remaining members thereof, may select and appoint, from among the duly qualified electors of the Town, a suitable person to fill the vacancy. The person so appointed shall hold office until the next regular election and until his or her successor is elected and qualified. If the term of the person creating the vacancy was to extend beyond the next regular election, the person elected to fill the vacancy shall be elected for the unexpired term. Where vacancies exist in the offices of Trustee and successors are to be elected at the next election to fill the unexpired terms, the three (3) candidates for Trustee receiving the highest number of votes shall be elected to four-year terms, and the candidates receiving the next highest number of votes, in descending order, shall be elected to fill the unexpired terms.
>
> (e) Trustees who were elected at the Town's 2024 general election to represent their respective wards shall hold office until the expiration of the term for which they were elected to serve, and shall serve at-large, effective following the November 2026 general election.

Section 3. Section 2-2-20 of the Town of Elizabeth Municipal Code is hereby amended to read as follows:

> (a) The Mayor shall be elected to serve a term of four (4) years. The Mayor shall meet the same qualifications as a Trustee and, in the event of a vacancy in the office of Mayor, such vacancy shall be filled in the same manner as a vacancy in the office of Trustee, as set forth in Section 2-2-10 above.

* * *

Section 4. 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 5. 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 6. 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 _________________, 2025.

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

____
Angela Ternus, Mayor

ATTEST

____
Michelle M. Oeser, Town Clerk

ORDINANCE 25-09

AN ORDINANCE AMENDING ARTICLE II OF CHAPTER 2 OF THE TOWN OF ELIZABETH MUNICIPAL CODE BY THE REPEAL OF THE TOWN'S THREE-WARD SYSTEM

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>
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Section 6. 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 _________________, 2025.

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

____
Angela Ternus, Mayor

ATTEST

____
Michelle M. Oeser, Town Clerk

From:	Patrick Davidson
To:	Angela Ternus; Tracy Hutchins; Loren Einspahr; Michael Schroder; Dave Conley; Steve Gaither
Cc:	Patrick Davidson
Subject:	Weekly Update 5-16-2025
Date:	Friday, May 16, 2025 9:09:21 AM
Attachments:	image001.png image002.png image003.png image004.png

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Good morning, Mayor, Mayor Pro Tem, and Members of the Board of Trustees. Attached is your newest weekly update:

Chamber of Commerce Parade. As you are aware, issues arose as the parade was transitioned from the Stampede Rodeo to the Chamber of Commerce. One of the most important issues was the change in payment for entries into the parade. On Monday (5/12) I met with Mary Martin and Kevin Whitacre to try to reach a solution. The agreement that Michelle and I reached was that the Town would staff the street closure and security for 2025 only. This was done as a compromise, and to ensure a successful event without the Town/BOT being blamed. On Thursday (5/15) I received notice that the Chamber is not going to charge for parade entries. For future parades, Staff will still need direction from the Board as to any charges for PD and PW, and how to proceed to make sure it is a success.

Salary Compensation Study RFP. The RFP was pushed out and publicized this week. In addition, it was sent to specific firms for which staff is acquainted. We will see what responses we receive and what those potential costs could be for later Board action.

Senior Center Discussion. As mentioned in my May 9th Weekly Update, I would propose an evening meeting to discuss land options and related matters for the Community and Senior Center. This guidance is necessary to direct staff on how to proceed. Specifically, Staff anticipates budgeting $1,000,000 for a future land acquisition for a Center and planning on budgeting $425,000 for engineering designs. This is a considerable sum, in light of the anticipated expenditures for Hillside Road Improvements. [Tentatively, for the start of the draft budget discussions, Staff is planning on allocating $3.5M from the Capital Improvement Fund and $2.5M from the Street Capital Improvement Fund for Hillside.]

Board Meetings. As a reminder can you please let Michelle know if you are unable to attend board meetings. This allows her to accommodate the set-up of the room and determine if a quorum is present for any Board action.

Economic Development Director / Community Development Director. As discussed during the Board's Tuesday meeting, should the Town conduct a salary study, we will include both positions in the study. For a quick point of reference, according to www.salary.com, the average salary for an Economic Development Director in Colorado is $145,777, while the average salary for a Community Development Director is $171,577. These are consistent with what we see from the job listings at CML, ICMA, and other databases. For comparison, CML lists the average for the Community Development Director position at $152,000, while the Town's hiring midpoint for this position is $89,525. I still suspect this has a substantial impact on the lack of candidates for the position.

Remember that tomorrow is the "meat-in" if you are so inclined.

Have a great weekend!

Patrick

Patrick G. Davidson, Town Administrator
151 S. Banner Street
Elizabeth, CO 80107
(720) 351-4504
pdavidson@townofelizabeth.org

From: Patrick Davidson
To: Angela Ternus; Tracy Hutchins; Loren Einspahr; Michael Schroder; Dave Conley; Steve Gaither
Cc: Patrick Davidson
Subject: Weekly Update 5-23-2025
Date: Thursday, May 22, 2025 10:11:00 AM
Attachments: image001.png
image002.png
image003.png
image004.png

Good morning, Mayor, Mayor Pro Tem, and Members of the Board of Trustees. Here is your newest weekly update:

Water Tank Repairs. The tank repairs on the 1M gallon tank have begun. Generally, this is tied to the cleaning and repainting/epoxy of the interior of the tank. This was scheduled 2 years ago, and was previously budgeted and approved in 2023 for repairs this year. The have completed the inspection and found some areas that need additional repairs on the outside, particularly the roof. Repairs will be made at that time, at the cost of $45,000. Overall, the project should still be within the water budget for 2025 without any budget amendment, however, I wanted you aware.

Emergency Evacuation Plans. You will be receiving a separate email regarding the draft evacuation plan and FAQs for the same. This plan has been being worked for about 9 months, and the draft version that is being sent is tentatively approved by the police department and the fire department. Once it is finalized, the Fire Department has offered to assist in getting it promoted, educating the public, etc. The goal will be to have it effective July 1st, spend the summer getting people aware, and then close it out during September as we transition to other emergency management type discussions [September is National Preparedness Month]. I wanted to get it out to you know, anticipating action on the same in late June.

Main Street Discussions. As construction on the Main Street Project starts to wind down, there will be associated clean up and other items being resolved. We have been contacted by several businesses on Main Street that now have issues with the project. Some are minor, but in a few instances, they are larger concerns based on their individual perception of how the project might look, or a reliance on past discussions which did not make its way into the final plans. Lastly, there were some changes needed to be made in the field to address safety and hazard concerns. We are working through all of these, but in the event, you are contacted with concerns, please pass those along directly to Mike and I so they may be resolved.

Pond at Legacy Subdivision. I have received several calls regarding the “No Fishing” signs that were installed at the pond. The pond is owned and maintained by the HOA, not the Town, and we have been directing phone calls accordingly. Because you may be asked, I wanted you aware of this issue.

Meeting with School District. I had my regular meeting with Superintendent Snowberger to discuss our joint projects and ways the organizations can assist one another. Two items are of particular interest moving forward: first is the prospects of an agreement for shared mechanics for our respective fleet vehicles; and the second is working towards the water re-use plan associated with the school athletic fields.

Meeting with Fire Department. Additionally, I had my regular meeting with Fire Chief Steck. The Chief indicated that their department is working on possible changes to operations considering the recent sales tax election. I would suspect a reduction in services not directly tied to fire protection and prevention, but for Town operations I do not foresee any real concerns for us.

Out of Office. I will be out of the office Friday, May 23rd, and will have inconsistent cell coverage. Should you need something please feel free to send me an email, or contact a department head, and I will respond as soon as possible. In addition, as you are aware, Monday is Memorial Day, and Town operations are closed for the day.

Have a great Memorial Day Weekend!

Patrick

Patrick G. Davidson, Town Administrator
151 S. Banner Street
Elizabeth, CO 80107
(720) 351-4504
pdavidson@townofelizabeth.org

ELIZABETH
COLORADO

TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor Ternus, Members of the Board of Trustees
FROM: Patrick Davidson, Town Administrator
Mike DeVol, Director of Public Works
DATED: May 22, 2025
SUBJECT: Pine Ridge Metro District [Former Elizabeth West Development] – Wastewater Discussions

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BACKGROUND

The Developer of the former "Elizabeth West Project" is proceeding with development in Elbert County. The plans currently call for 186 single family homes, each unit on at least a one (1) acre lot. Water for the homes will come from a combination of a new central well system, as well as water underlying portions of the Wild Pointe Subdivision. There are basically three (3) ways wastewater may be disposed of from this subdivision: specialized septic systems; a small self-contained "batch plant" for treatment; or through an agreement with the Town of Elizabeth. The developer has inquired as to the Town's willingness to accept wastewater.

ANALYSIS

Wastewater Plant Capacity. The final approved version of "Elizabeth West" anticipated a total of 623 single family residences as part of the development. At that time, the Town's wastewater facility was operating well below capacity, and would have been more than able to process the wastewater for this number of homes. As of the date of this memorandum, nothing has changed in this regard. The Town still maintains sufficient capacity to process the reduced wastewater count from 186 homes. As such, the physical ability to address this has not changed within the Town.

Infrastructure within the Subdivision. As is the case with any proposed development with the Town, the developer would be required to pay for all (100%) of the construction costs and infrastructure to allow the wastewater to be accepted by the Town. In addition, the developer would be required to provide any lift station or other infrastructure required to move the raw wastewater to the treatment facility. The Town would likely accept ownership of the lift station and the infrastructure downstream from the lift station as part of Town operations.

Wastewater Tap Fees. The current wastewater tap fee for an Equivalent Residential Unit (EQR) is $13,426.38 per unit. As these fees may be semi-custom to custom homes, the EQR *may* be increased to address additional amenities such as additional bathrooms, pools, etc. However, the minimum per unit fee would be at least $13,426.38. Multiplying this by a total of 186 homes provides a minimum wastewater tap fee of $2,497,306.60. Additionally, per the Town Code and the Town's Financial Policies, these funds would be combined with other wastewater tap fees for long-term repair and maintenance of the wastewater system.

Monthly Wastewater Base Charge. As the Board is aware, wastewater rates are dependent upon the average amount of water used by a residence as measured during December, January, and February of the year. The minimum base rate charged by the Town is $47.47 per residence. In addition, under Resolution 16R27, unless set forth by separate agreement, wastewater accepted from outside the jurisdictional boundaries of the Town of Elizabeth is subject to a rate of twice the in-jurisdiction rate. At a minimum, considering a doubled base rate, the amount of annual revenue would be approximately $211,906.08 per year.

Renewable Water Fee. The Town also imposes a renewable water fee generally associated with the water enterprise. However, it is reasonable to also consider the imposition of the renewable water fee for this development as it would likely allow for the first phase of the renewable water plan to be implemented by the Town. Assuming the Board and the developer were to agree to this fee, the rate is $7,108.08 per single family residence. Multiplying this amount by a total of 186 homes would provide a renewable water fee of $1,322,102.80. As is the case with other tap fees, these funds would be combined within the existing Renewable Water Fee fund for creation, repair, and maintenance of a renewable water resource system.

Stabilization of Wastewater Rates. Wastewater rates are set to reflect the direct costs of operating a wastewater facility (base rate) combined with additional sums imposed for long-term maintenance (consumption rate). The Town has not increased wastewater rates since 2016 due to the additional homes constructed in Gold Creek, Legacy, and other developments. This occurs because the direct costs of operating the wastewater facility are spread across more consumers as the population increases. In this instance, increasing the total number of customers for the wastewater plant should increase overall revenue within this enterprise fund, increasing the annual revenue, and delaying any rate increases to either the base or consumption rates.

Recapture of Lost Funds by the Town. The estimated losses for tap fees alone were over $20M as a result of development outside of the Town of Elizabeth. Arguably, while the overall number of houses dropped from 623 to 186, there are still substantial impacts to the Town in terms of services that will need to be provided. By recapturing a portion of the lost tap fees, the Town can partially make up for the prior losses with nominal impact to overall Town operations. The combined revenue from wastewater taps fees, renewable tap fees, and ten (10) years of established sewer rates is approximately $5,938,470.20.

STAFF RECOMMENDATION

Staff recommend that the Board consider entering into negotiations for the acceptance of wastewater, combined with the associated revenue streams.

BUDGET CONSIDERATIONS

None at this time.

TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor Ternus, Members of the Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: May 22, 2025
SUBJECT: Potential Land Transaction – 601 Pine Ridge and Abraham Property

BRIEF SYNOPSIS

The owners of the "Abraham Lot" seek to enter into negotiations to exchange 601 South Pine Ridge for yet to be determined acreage at the "Abraham Lot". Such land swap would be with the understanding that discussions would still need to occur regarding the construction of a portion of Beverly Street, and that the 601 South Pine Ridge would ultimately be subject to later development.

BACKGROUND

Starting in the Summer of 2021, citizens within the Town of Elizabeth have sought a "permanent" home for the community's seniors to have a place of their own. In reviewing the properties in the Summer and Fall of 2021, it became readily apparent that while properties might be available, the costs of upgrading existing buildings would be price prohibitive. In reaching this conclusion, Interim Director Lowe considered the costs of upgrading water, sewer, and electrical for a commercial kitchen; the need for full ADA access [volunteer, employee, and patron]; and parking requirements which include accessibility for ADA parking, ice and snow buildup, and the overall number of spaces available for existing buildings.

Beginning in January 2022, the Board of Trustees provided directions to proceed with the design, funding, and ultimate development of a Community and Senior Activity Center for the Town of Elizabeth. To date, the following steps have been completed:

- The necessary studies have been completed to meet all grant funding requirements
- Public input has been sought and obtained through a series of meetings, surveys, and comment opportunities
- A total of four (4) architectural plans have been completed by UC Denver Students
- The public selected what is known as Plan/Scheme D for engineering of the Center
- The Board of Trustees confirmed the selection of Plan/Scheme D for engineering of the Center
- The Board of Trustees considered three (3) different land options for the location of the Center
- The Board authorized the acquisition of 601 South Pine Ridge for engineering design.

On September 19, 2024, the Town of Elizabeth closed on the property at 601 South Pine Ridge allowing for the initiation of an RFP for engineering design work for the project. On November 11, 2024, the Board of Trustees approved and adopted the 2025 Town Budget authorizing the matching of a $200,000 DOLA grant for the engineering design. On December 3, 2024, the Board of Trustees was provided a memorandum stating the need for action as the grant was time sensitive, and that site selection should be completed or the grant funds returned. No response was provided to the memorandum. On January 14, 2025, the Board of Trustees instructed Staff to return the grant funds to DOLA. On January 17, 2025, Staff confirmed the return of DOLA funds to the State of Colorado; identified the release of funds from 31-80-3450 for potential other projects and confirmed the cessation of work on the project.

On March 8, 2025, the Elizabeth Board of Trustees conducted a Strategic Planning Session for the 2025 calendar year. In creating a five-year strategic initiative, the second item identified to be completed is "Land Acquisition and Engineering Drawings for a Multi-Purpose Community/Senior Center." On May 3, 2025, the 2025 Strategic Planning Report was presented to Town Staff for action and follow-up.

ANALYSIS

General Factors Used in Site Selection. In discussing locations for the proposed Community and Senior Activity Center, Staff and the Board of Trustees focused on the cost savings that could arise from preparing any site location to include a combination Elizabeth Town Hall/Police Department adjacent to the Center. It was believed that this could reduce overall construction costs for the projects by incorporating a combined parking lot; a combined water/wastewater system; combined staffing potential; reduced maintenance costs from building proximity combined with building age; the ability to secure appropriate access for both facilities; and shared electrical and gas utilities. Consequently, Staff was instructed to acquire between 5 and 6 acres for a combined facility.[1]

Properties Reviewed by the Board of Trustees. A total of three (3) properties were identified to meet the basic requirements: (1) yet to be subdivided acreage at the "Abraham Lot"; (2) 601 South Pine Ridge; (3) open land adjacent to Running Creek Elementary School. Ultimately, the Board selected 601 South Pine Ridge due to the central location of the property within the Town; the ability to quickly acquire the property to meet the grant requirements; ease of access and redundancy of access to the property; thwarting the anticipated build-out of apartments at that location; size of the property; and the ability to maintain/retain trees to the North, South, and East to act as a barrier or cushion from the adjacent residences.

Rejection of the Abraham Lot. Ideally, Staff's preferred location was immediately West of the Pines and the Plains Library, within the Abraham Lot. Per Board direction, discussions were undertaken regarding the possible construction, transfer, or partnering with Abraham to build-

[1] Other consideration included controlled access in route to the proposed Center, ready access to amenities, ease of access, traffic flow, street width/sidewalk, access to the trail system, access to park land, and options for future development and improvements.

out Beverly Street in exchange or in conjunction with the acquisition of 5-6 acres for the development of the Center and the joint Town Hall/PD. Difficulties arose at the time, largely centered on the time delays by Abraham in moving forward with the necessary plat filings required to create parcels for transfer. At a minimum, any plat would need to identify the specific location of Beverly Street, a dedication of easements along Beverly Street for utilities, and the lot to ultimately be transferred to the Town of Elizabeth. Due to time constraints and a perceived inability to move forward with the transaction, the Board of Trustees sought to acquire the 601 South Pine Ridge property.

Development of Abraham Lot. A concern with the development of the Community and Senior Center at this location is the overall time constraints in the platting process. Assuming that an agreement can be reached for the land swap, the Abraham Lot will still require platting at a minimum for Beverly and for the Town's lot. This will likely take 9 months or more to proceed. Additionally, while some level of design/engineering work can be addressed for the Center during this time period, until Beverly Street is completed, construction on the Abraham Lot will be delayed.

Development of 601 South Pine Ridge. In order for the transaction to be productive for the Abrahams, they must also have the ability to develop the 601 South Pine Ridge property. From a financial perspective, the highest and best use for the property is likely the development of apartments or subdivision into single family residential units. The Town should be prepared to place no restrictions on the land being transferred to the Abrahams in this transaction, otherwise it will substantially diminish the overall attractiveness of the transaction.

STAFF RECOMMENDATION

Staff are looking for direction on how the Board wishes to proceed. At this time, the Town does own property that is available for development for the Center. It was acquired by the prior Board of Trustees for this purpose. While the Abraham Lot was considered an ideal location, time delays have existed in completing the transaction and will for some time into the future.

BUDGET CONSIDERATIONS

To be determined based on the direction provided by the Board of Trustees.

ATTACHMENTS

None

TOWN OF ELIZABETH POLICE DEPARTMENT

CHIEF OF POLICE JEFF ENGEL

ELIZABETH POLICE DEPARTMENT ACTIVITY STATISTICS REPORT

Period: 04/27/2025 to 05/10/2025

ELIZABETH POLICE DEPARTMENT'S MISSION STATEMENT:

"The Elizabeth Police Department is committed to service excellence in protecting life and property, impartial enforcement of law, and building community with those who live, work, and visit, the Town of Elizabeth."

The following is an informational breakdown of EPD police activity from **05/11/2025 at 12:01 a.m. to 05/21/2025 at 11:59 p.m.** This information is compiled from our Records Management System (RMS), identified as New World (NW), as well as Douglas County Regional Dispatch (DCRD) records.

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

425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107
Phone: 303-646-4664 Fax: 303-646-0616
Email: Police@townofelizabeth.org
www.townofelizabeth.org

Colorado Association of Chiefs of Police

Total Calls for Service:

215

Traffic Stops:

Total Stops:	Penalty Assessments:	Written Warnings:	Verbal Warnings:	Assists to Other Agencies:
35	16	19	0	0

Other Calls for Service:

Call Type:	Number of Calls:
911 Rapid SOS	1
Abandoned Vehicle	0
Alarm-Business Burglary	3
Animal Complaint	1
Assault	0
Assist to Fire Department	2
Assist to Other Agency	6
Business Check	15
Burglary	0
Child Abuse	2

Citizen Assist	6
Citizen Contact	4
Crime Prevention	4
Dead Animal	1
Disturbance	3
Drug Offense	2
Fight	0
Flock	1
Follow Up	14
Fraud	0
Harassment	1
Increased Patrol	40
Informational Report	2
Littering Complaint	0
Medical Assist	3
Missing Person	0
Motorist Assist	1
Municipal Ordinance Violation	8
Motor Vehicle Accident Property Damage	5
Motor Vehicle Accident with Hazards	0
Park Check	0

Parking Complaint	7
Repossession	0
Restraining Order Violation	0
School Education	2
Suicidal Subject	1
Suspicious Circumstance	6
Suspicious Person	1
Suspicious Vehicle	7
Theft	0
Traffic Complaint	3
Traffic Hazard	3
Traffic Stop	35
VIN Verify	5
Weapon Violation	1
Welfare Check	5
Wildlife	2

Open Patrol Division Criminal Investigations:

Case Number:	Call Type:	Details:
25-1079	Financial Crimes	Investigation into fraud at a local business.

25-1373	Extortion	Investigation into a citizen who was extorted.
25-1496	Vehicle Trespass/Burglary	Investigation into several vehicle trespasses.
25-2491	Death Investigation	Investigation into an unattended death.
25-2643	Theft	Investigation into a theft at a local store.
25-2697	Burglary	Investigation into a Burglary that occurred in the Town.
25-2826	Death Investigation	Investigation into an unattended death.
25-3095	Sex Offense	Possible catfishing sextortion

Open Community Services Division Municipal Ordinance Violations:

Case Number:	Call Type:	Notes:
25-2658	Municipal Ordinance Violation	Investigation into accumulation of debris on a property in Town
25-2954	Municipal Ordinance Violation	Investigation into accumulation of debris on a property in Town
25-2958	Municipal Ordinance Violation	Investigation into accumulation of debris on a property in Town

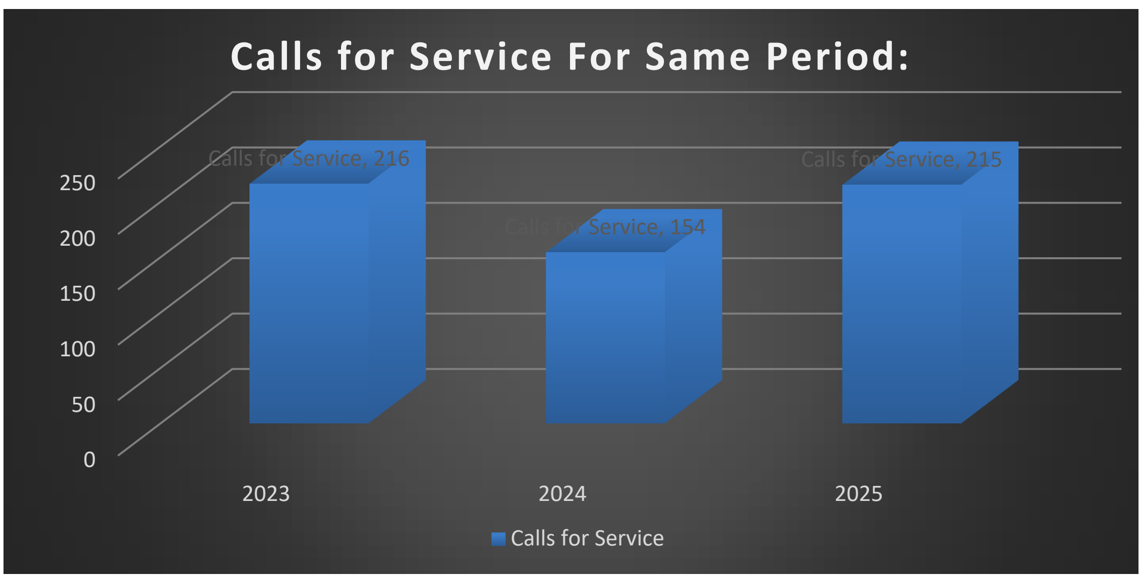
*Please note that limited information regarding open investigations is available. This is to protect the integrity of the investigations. **

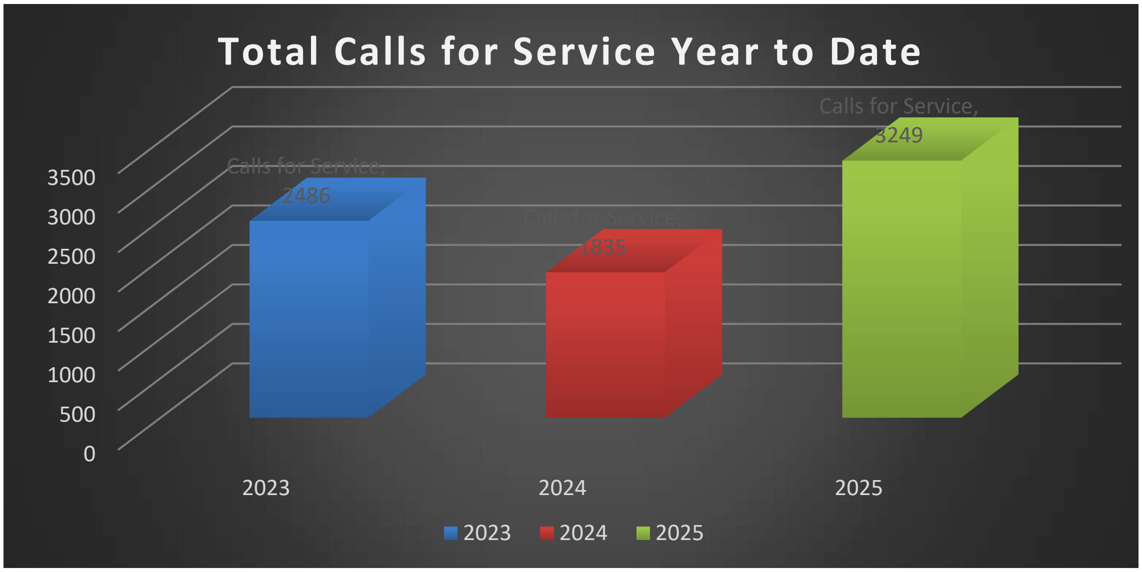
Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
25-3139	Drug Offense	THC vape investigation. Municipal citations issued.
25-3202	Welfare Check	Welfare check of student. Investigation turned over to ECSO.
25-3216	Warrant Arrest	Subject had a municipal warrant out of EPD. Male was taken into custody and transported to the jail without incident.
25-3201	Child Abuse	Child Abuse reported to EPD. Investigation revealed no crime occurred.
25-3001	Welfare Check	Welfare check at residence. Fire transported patient to hospital.
25-3024	Burglary	Residential burglary investigated. No burglary occurred. Unfounded.
25-3032	Suspicious Person	A suspicious person reported at a residence in town. Officers investigated and could not locate subject.
25-3045	Warrant Arrest	FLOCK hit for vehicle associated with a misdemeanor warrant out of ECSO. Subject was taken into custody.
25-3062	Suspicious Circumstance	Reported suspicious circumstance of suspected school shooting. Investigation revealed no threat to school.
25-3082	Warrant Arrest	Walk-in warrant pickup at EPD. Subject had an active warrant out of Elizabeth PD. Subject was taken into custody and transported to Jail.
25-3088	Stolen plate	Stolen plate investigation. Stolen plate was not removed after being reported recovered. No crime.

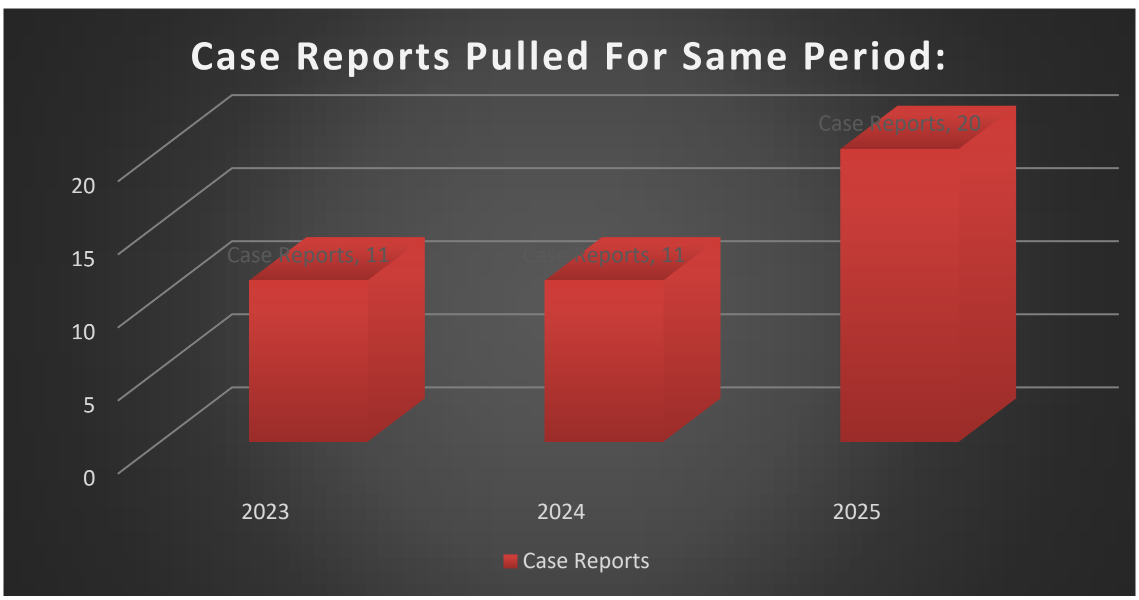
25-3097	Vape	A subject was in possession of THC. Subject issued a municipal summons.
25-3121	AOA	Reported child abuse. The determined jurisdiction was ECSO jurisdiction. Case was forwarded to ECSO.
25-2954	Muni	Reported municipal violation for accumulation. Party came into compliance and case deactivated.
25-3141	M1	Subject transported to hospital on voluntary M-1.
25-3138	Child Abuse	Reported child abuse. Investigation revealed the jurisdiction was ECSO. Investigation forwarded to ECSO.

Historical Data:

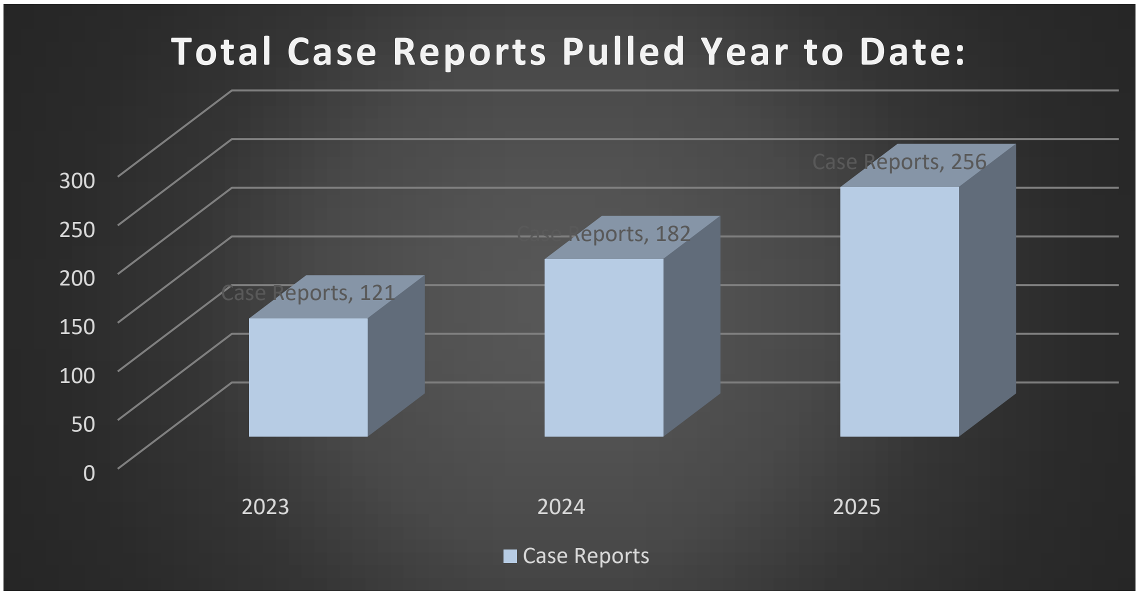




Total Calls for Service Year to Date
Calls for Service, 2486
Calls for Service, 1835
Calls for Service, 3249
3500
3000
2500
2000
1500
1000
500
0
2023
2024
2025
2023 2024 2025



Case Reports Pulled For Same Period:
Case Reports, 11
Case Reports, 11
Case Reports, 20
20
15
10
5
0
2023
2024
2025
Case Reports



Total Case Reports Pulled Year to Date:
300
250
200
150
100
50
0
Case Reports, 121
Case Reports, 182
Case Reports, 256
2023
2024
2025
Case Reports

TOWN OF ELIZABETH

MIKE DEVOL, PUBLIC WORKS DIRECTOR

TO:	Honorable Mayor, Mayor Pro-Tem and Town Board of Trustees
FROM:	Mike DeVol, Public Works Director
DATE:	May 27, 2025
SUBJECT:	Public Works Monitoring Report

*Town Street Paving Improvements Project:

1. Ongoing projects for the year 2025.
2. Receiving Price quotes for Chip Seal County Road 13 from school water tank North.
3. Working with Terracina/Martin and Aztec Survey in Hillside presently to build data Base for upcoming Re-Paving RFP.

*Town Main St. Decorations:

1. Will remain down for Mainstreet Streetscape project.

*Town Wells, Tanks and Effluent:

1. Please see attached for Water usages 2025.

2. Plant Effluent (waste treated outflow) for April 2025 = 4,916,896 gallons Avg. Daily 163,897 gallons or .164mgd and Plant is rated for .5mgd.

*Town Water Line (NON) Emergency Repair:

1. No reports during this reporting period.

*Town Hall/ Repairs/ Landscaping Plan:

*Town Walkway Repairs:

1. PW will be completing repairs to various locations throughout town.
2. PW continues to monitor three areas of concern for sidewalks that are heaving due to freeze and thaw conditions consistent for our area.

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

*Town Street Maintenance/Striping Projects:

1. Striping will take place in the spring/summer of 2025 as needed.

*Town Snow Plowing and Street Sweeping: SNOW SEASON is almost completed for 2025

1. Public Works have begun sweeping of the streets and mowing of Parks and Right of Ways.
2. Public Works has completed the cleaning of Storm Sewers throughout town.

*Town New Wells at Ritoro/Gold Creek Valley:

1. The new Wells building is complete, and PW is planning an Open House Grand Opening in the Summer of 2025.
2. Landscaping will take place in 2025 and PW will work with the 4 adjacent property owners for their approval of the landscape sketch to ensure that we conceal as much of the building as possible from their views.

*Town Trail Project:

1. Town Trails are cleared of snow as soon as the storm has stopped for use by the public.

2. PW has seen increased parking along Hwy 86, Harvest Bible and RC Elementary school for trail enthusiasts.

   1. Depot Parking has made huge progress with the detention pond borrow site for dirt and the filling of the parking lot to bring it to elevation for curb, gutter and asphalt. PW and ESI are still hopeful of having the parking lot available for the Stampede/Parade weekend as discussed at BOT meeting.

*Gold Creek Lift Station Improvements:

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

*Eligibility Surveys for Water and Wastewater Capitol projects have been completed for 2024/2025 and accepted by Colorado Department of Public Health and Environment

(CDPHE). The eligibility surveys allow the town to be in line for any funding that may be available for future projects.

*Gold Creek Wastewater Treatment Plant (GCWWTP)

1. No Report

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

1. Town Clean Up Day Cost Results will be included in the next BOT report.

*Town Public Works News

2. Public Works has met with EBC For the new temporary layout for Friday Night Markets until construction completion.
3. Main Street Scape is moving ahead as we continue to be held up by Comcast and CORE electric for Pole removal and pedestal relocations which has forced us to leave several open gaps in the concrete sidewalk. PW continues to communicate the importance of project completion before Stampede and Parade.
4. Numerous questions and concerns have surfaced to the point of micro-managing by concerned person(s) on the Main Street Scape. Below is a partial list:
   A. Landscaping (trees, plants, flowers, irrigation) will be the very last item to be completed in the planter boxes and other areas. Due to damage that may be caused by other trades while completing their work, landscaping will always be last for completion. The Planters may not be completed by June 5th (hard day for opening of Main St. for Stampede goers) due to delays from Comcast, Century Link, and CORE Electric completing their required work outside of PW control.
   B. PW is currently waiting for the State Electrical Inspector for acceptance of the lamp post caissons electrical grounding system, once inspection has taken place, the concrete can be poured, and Light poles will be erected.
   C. Narrow Streets and Bulb-Outs were approved to aid in slowing traffic making pedestrian safety a priority concern and allow for people to visit and gather along Main St to enhance their shopping and easy accessibility.
   D. Main Street Business Owners and Employees continue to Park personal vehicles in front of their shops on Main St rather than use the Off-Street Parking

provided at Broadway St. and Elm St. not allowing patrons to park in front of their shops.

E. The Large Cottonwood tree that was removed from private property at Main St and Broadway St was a Life, Health Safety issue and needed to be removed.
F. Public Works resolve several small issues a day along Main St. and will continue to do so until project final acceptance.
G. Public Works is continuing to work with property owners at Odd Fellows and the Alpaca shop to resolve issues arising from construction.

*Town Farmers Market:

1. PW is gearing up for the 2025 season. Contact has been made with EBC regarding the change of footprint for Friday Night Markets.

*Town Parks and Right of Way

Upcoming Projects:

1. PW has completed 2024 the CDPHE Annual Reporting:
2. Annual Biosolids has been completed for 2024 and sent to CDPHE.
3. Regulation 85 Nutrient Monitoring/Accepted by CDPHE
4. PW has completed a round of PFAF's (radiation/radiological). Results have been reported to CDPHE.
5. Water Augmentation and Recording
6. Water Lead and Copper sampling
7. Water Constituents Metals Sampling
8. Annual DMR (Daily Monitoring Report) Gold Creek Wastewater Plant
9. Tree City USA Application/ Accepted and approved by Tree City USA
10. Trail DOLA findings and Inspections/ Addition of Willow Cuttings Planted
11. PW has completed Highway User Tax Fund (HUTF) reporting and data processing.
12. PW is completing Lead and Copper testing per CDPHE guidelines for 2024
13. Flushing of the entire town's water supply system is completed every 6 months.
14. Cleaning of Storm Drainage systems.

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

Town of Elizabeth
Denver Basin Wells - Monthly Accounting

HRS Water Consultants, Inc.

2025 Water Year		Meter Serial # 69269247 Permit 75162-F WDID # 0113127 Lower Dawson Middle School Well A				Meter Serial # 86945024 Permit 052511-F WDID # 0113128 Denver Middle School Well B				School Wells Total
Water Year 2025	Month	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume
		gallons	af	af	af	gallons	af	af	af	af
1/11/2024	November 1st	56,293,000	0.00	0.00	21.00	1,032,000	0.00	0.00	39.70	
1/12/2024	December 1st	56,293,000	0.00	0.00	21.00	1,032,000	0.00	0.00	39.70	0.00
1/1/2025	January 1st	56,293,000	0.00	0.00	21.00	1,032,000	0.00	0.00	39.70	0.00
1/2/2025	February 1st	56,293,000	0.00	0.00	21.00	1,032,000	0.00	0.00	39.70	0.00
1/3/2025	March 1st	56,293,000	0.00	0.00	21.00	1,032,000	0.00	0.00	39.70	0.00
1/4/2025	April 1st	56,460,000	0.51	0.51	20.49	1,032,000	0.00	0.00	39.70	0.51
1/5/2025	May 1st	56,711,000	0.77	1.28	19.72	1,032,000	0.00	0.00	39.70	0.77
1/6/2025	June 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
1/7/2025	July 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
1/8/2025	August 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
1/9/2025	September 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
1/10/2025	October 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
1/11/2025	November 1st		0.00	1.28	19.72		0.00	0.00	39.70	0.00
	Annual Total		**1.28**				**0.00**		39.70	**1.28**

Water Year 2025	Month	Meter Serial # 20231323 Permit 15617-F-R WDID #0106440 Dawson Well No. 2				Meter Serial # 20100899 Permit 16210-F-R WDID #0106437 Denver Bishop Well A			
		Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume
		gallons	af	af	af	gallons	af	af	af
1/11/2024	November 1st	6,635,200	0.00	0.00	50.00	23,694,800	0.00	0.00	150.00
1/12/2024	December 1st	6,635,200	0.00	0.00	50.00	23,694,800	0.00	0.00	150.00
1/1/2025	January 1st	6,635,500	0.00	0.00	50.00	25,686,100	6.11	6.11	143.89
1/2/2025	February 1st	6,635,500	0.00	0.00	50.00	27,044,800	4.17	10.28	139.72
1/3/2025	March 1st	6,635,500	0.00	0.00	50.00	27,044,800	0.00	10.28	139.72
1/4/2025	April 1st	6,635,500	0.00	0.00	50.00	27,044,800	0.00	10.28	139.72
1/5/2025	May 1st	6,635,500	0.00	0.00	50.00	27,044,800	0.00	10.28	139.72
1/6/2025	June 1st		0.00	0.00	50.00		0.00	10.28	139.72
1/7/2025	July 1st		0.00	0.00	50.00		0.00	10.28	139.72
1/8/2025	August 1st		0.00	0.00	50.00		0.00	10.28	139.72
1/9/2025	September 1st		0.00	0.00	50.00		0.00	10.28	139.72
1/10/2025	October 1st		0.00	0.00	50.00		0.00	10.28	139.72
1/11/2025	November 1st		0.00	0.00	50.00		0.00	10.28	139.72
	Annual Total		**0.00**				**10.28**		

Water Year 2025	Month	Meter Serial # 20072055 Permit 044454-F WDID #0109931 Arapahoe Well A-1				*Meter Serial # - 21234549* Permit 84415-F WDID #0113129 Denver Well D-2				*Meter Serial # - 21234551* Permit 84416-F WDID #0113130 Arapahoe Well A-2				All Wells
		Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Meter Reading	Monthly Volume	Cumulative Total	Remaining Annual Volume	Monthly Volume
		gallons	af	af	af	gallons	af	af	af	gallons	af	af	af	af
1/11/2024	November 1st	74,087,500	0.00	0.00	127.40	47,110,960.00	0.00	0.00	90.40	42,034,756.00	0.00	0.00	88.10	
1/12/2024	December 1st	79,047,300	15.22	15.22	112.18	47,110,960.00	0.00	0.00	90.40	42,034,756.00	0.00	0.00	88.10	15.22
1/1/2025	January 1st	82,011,300	9.10	24.32	103.08	47,110,960.00	0.00	0.00	90.40	42,034,756.00	0.00	0.00	88.10	15.21
1/2/2025	February 1st	82,011,300	0.00	24.32	103.08	49,853,652.00	8.42	8.42	81.98	43,649,596.00	4.96	4.96	83.14	17.54
1/3/2025	March 1st	82,011,300	0.00	24.32	103.08	53,332,332.00	10.68	19.09	71.31	45,092,648.00	4.43	9.38	78.72	15.11
1/4/2025	April 1st	83,485,300	4.52	28.84	98.56	54,880,872.00	4.75	23.85	66.55	47,514,680.00	7.43	16.82	71.28	17.22
1/5/2025	May 1st	89,365,200	18.05	46.89	80.51	54,880,872.00	0.00	23.85	66.55	47,662,076.00	0.45	17.27	70.83	19.27
1/6/2025	June 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
1/7/2025	July 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
1/8/2025	August 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
1/9/2025	September 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
1/10/2025	October 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
1/11/2025	November 1st		0.00	46.89	80.51		0.00	23.85	66.55		0.00	17.27	70.83	0.00
	Annual Total		**46.89**				**23.85**				**17.27**			

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

TOWN OF ELIZABETH

CLERK'S/FINANCE OFFICE MANAGER'S REPORT

May 27, 2025

The Clerk's / Finance report reflects updates provided by individual Staff members.

Hannah

- I am continuing to work through all requested documents for the Audit. Turnaround time has been the same day to ensure timely delivery.

Allison

- I have had some tricky passport applications come through, which have tested and expanded my knowledge regarding applications for minors.
- I made my first agenda in the new agenda management program.
- I am excited to announce that our payment portal, Invoice Cloud, will soon be integrated with Caselle to take Court payments and apply them directly to their corresponding cases. This will reduce the volume of manual payment entries for this payment type and make the payment process smoother for Court customers.

Harmony

- I have been working on getting the website and agenda management programs up and running. Make sure to visit the agenda page on the website as it is very different from how we had it set up in the past. As information is getting moved and imported, some information may be missing. As a reminder, past packets, minutes, and agenda items are always available in our records portal.
- I have been very busy getting documents into accessible formats for use by the public and other departments.
- I will be out of the office Memorial Day week on vacation.

Michelle

- Is out at the International Institute of Municipal Clerk's conference this week in St. Louis. She will be providing updates at the Board meeting when she is back.

PLANNING COMMISSION – RECORD OF PROCEEDINGS
February 04, 2025

CALL TO ORDER
The Regular Meeting of the Elizabeth Planning Commission was called to order on Tuesday, February 04, 2025, at 6:32 PM by Chair George Fick.

ROLL CALL
Present were Chair George Fick, Vice Chair Amy Schmidt, and Commissioners Julie Uhernik, Jim Santangelo, Cynthia Thye, and Ed Beard. Commissioners Greg Lindbloom, and Shawn Sommer were not present. There was a quorum to conduct business.

Also present were Planner/Project Manager Alexandra Cramer, Town Administrator Patrick Davidson, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, and Deputy Town Clerk Harmony Malakowski.

PUBLIC COMMENT
There was no public comment.

AGENDA CHANGES
No agenda changes from Staff.

No agenda changes by the Commissioners.

Agenda set.

CONSENT AGENDA
1. Minutes of the Regular Meeting of December 3, 2024

Motion by Vice Chair Schmidt, seconded by Commissioner Thye, to approve the Consent Agenda as presented.
The vote of those Commissioners present was unanimously in favor. Motion carried.

NEW BUSINESS

2. Discussion and possible action on Planning Commission Resolution 25-01, a Resolution establishing a designated public place for the posting of meeting notices pursuant to C.R.S. 24-6-402(2)(c)

Motion by Vice Chair Schmidt, seconded by Commissioner Santangelo, to approve Planning Commission Resolution 25-01, a Resolution establishing a designated public place for the

posting of meeting notices pursuant to C.R.S. 24-6-402(2)(c).
The vote of those Commissioners present was unanimously in favor. Motion carried.

3. Election of 2025 Chair

Motion by Vice Chair Schmidt, seconded by Commissioner Santangelo, to elect George Fick as the Planning Commission Chair for 2025.
The vote of those Commissioners present was unanimously in favor. Motion carried.

4. Election of 2025 Vice Chair

Motion by Commissioner Thye, seconded by Commissioner Uhernik, to elect Amy Schmidt as the Planning Commission Vice Chair for 2025.
The vote of those Commissioners present was unanimously in favor. Motion carried.

Chair Fick closed the Regular Meeting and opened the Public Hearing at 6:38 PM.

PUBLIC HEARING

5. Minor Development and Site Plan for the Main Street Depot project

Ms. Cramer provided a Staff report.
Patrick Davidson with the Town of Elizabeth as applicant, and Don and Linda Bulmer as co-applicants, provided comments.

Chair Fick opened the Hearing to Public Comment.

Paul Hunter – Town of Elizabeth Resident
Paul Schwartzkopf – Town of Elizabeth Resident

Chair Fick closed the Public Hearing and reopened the Regular Meeting at 7:42 PM.

NEW BUSINESS

6. Discussion and possible action on recommendation of approval to the Board of Trustees regarding the Minor Development and Site Plan for the Main Street Depot project

Motion by Commissioner Thye, seconded by Vice Chair Schmidt, to recommend approval to the Board of Trustees regarding the Minor Development and Site Plan for the Main Street Depot project.
The vote of those Commissioners present was 4 in favor and 1 opposed. Commissioner Uhernik opposed.

STAFF REPORT

No further Staff reports.

COMMISSIONER REPORTS

- Chair Fick asked Staff to let the Board of Trustees know that the Planning Commission has an official recommendation that the parking in lieu be reevaluated or eliminated.
- Commissioner Thye wanted to know if there was an update on the Design Guideline recommendation that was put forward by the Planning Commission.
- Commissioner Thye wanted to know if there was a way to bring back the Main Street Archway into the budget discussions.

ADJOURNMENT

Motion by Vice Chair Schmidt, seconded by Commissioner Santangelo, to adjourn the meeting at 7:47 PM. The vote of those Commissioners present was unanimously in favor. Motion carried.

Chair George Fick

Harmony Malakowski
Deputy Town Clerk Harmony Malakowski

TOWN OF ELIZABETH
INCORPORATED
SEAL
SEPTEMBER 24 1890
ELBERT COUNTY COLORADO

MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS
April 14, 2025

CALL TO ORDER
The Regular Meeting of the Elizabeth Main Street Board of Directors was called to order on Monday, April 14, 2025, at 8:35 AM by President Carrie Wedel.

ROLL CALL
Present were President Carrie Wedel and Directors Ted Lipka, Michael Hussey, and Linda Bulmer. Vice President Brandon Jeffress and Directors Jeff Struthers and David Cox were not present. There was a quorum to do business.

Also present were Planner/Project Manager Alexandra Cramer, Planning Technician Dianna Hiatt, Town Administrator Patrick Davidson, and Assistant Town Clerk Allison Ritter.

PUBLIC COMMENT
There was no public comment.

AGENDA CHANGES
No changes from Administration.

No changes from the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of March 10, 2025

Motion by Director Hussey, seconded by Director Bulmer, to approve the Consent Agenda as presented.
The vote of those Directors present was unanimously in favor. Motion carried.

NEW BUSINESS

2. Discussion on 2025 Ornament Design

Director Hussey provided a report. Discussion followed.

3. Discussion and Possible Action on Swag Budget Reallocation

Ms. Cramer provided a Staff report. Discussion followed.

Motion by Director Lipka, seconded by Director Hussey, to approve the Swag Budget Reallocation.
The vote of those Directors present was unanimously in favor. Motion carried.

STAFF REPORT

- Planner/Project Manager Alexandra Cramer updated the Board regarding:
  - Ongoing progress of the Main Street Streetscape.
  - Next year's Main Street NOW Conference will be held in Tulsa, OK regarding Route 66.
  - Historic Advisory Board's Coloring Contest for the local elementary schools.
  - Discussion followed.
- Director Bulmer thanked the Historic Advisory Board for the building histories.
- Ms. Cramer acknowledged Bob Rasmussen and Lynn Mitchell for all their hard work.
- Ms. Cramer discussed items from the Staff report.

BOARD REPORTS

- Director Bulmer asked about the status of the Main Street Station.
- Director Wedel asked Staff to reach out to the designers of the Main Street Archway to obtain new options.

ADJOURNMENT

Motion by Director Hussey, seconded by Director Lipka, to adjourn the meeting at 9:23 AM. The vote of those Directors present was unanimously in favor. Motion carried.

Carrie Wedel
President Carrie Wedel

Harmony Malakowski
Deputy Town Clerk Harmony Malakowski

TOWN OF ELIZABETH INCORPORATED SEAL SEPTEMBER 24 1890 ELBERT COUNTY COLORADO