A Message from the TOWN MANAGER

We are working with local businesses, El Paso County and the state to help businesses safely re-open following the health guidelines. Town staff continues to work with partner regional agencies on the recovery costs for reimbursement associated with our response to COVID-19. Per the State, the playgrounds have been opened and staff will routinely sanitize equipment and clean restrooms several times during the week.

We’d like to thank Ferrari Films for producing several community videos we have released on our social media channels and website. In lieu of our Memorial Day Ceremony, they created 2 videos for a virtual ceremony to honor the day. Additionally they worked with Monument Police Department and Tri-Lakes Monument Fire Protection District to produce a 4-part video series, Chiefly Speaking. These videos acknowledge the strong partnerships in our community. Finally they have created a video for our 4th of July virtual celebration.

Communications & Marketing — MAY DIGITAL MARKETING REPORT

SOCIAL MEDIA

The following statistics were collected from the Town of Monument’s Facebook, Twitter and Instagram accounts between May 1 and May 31:

Account Followers
- Town Facebook: 5,645
- Town Twitter: 1,892
- Town Instagram: 1,945
- Town Nextdoor: 4,074

Website Statistics

The following statistics demonstrate activity for the Town of Monument website for May:
- Website Visits: 10,349
- Page Views: 22,585

United States Census 2020

The Town is assisting with marketing for the 2020 Census to get the word out to our community about the importance of taking the census. This includes a link on the Town website, articles in Talk of the Town, promotion on social media and Census giveaways at Town events and facilities.
- Census response rates of 6/8/2020 Monument 76.6%

COMMUNITY EVENTS

Many of the events have been impacted by the COVID-19 Safer-at-Home guidelines.

- **Tri-Lakes 4th of July**
  - CANCELED
  - Kiwanis planning a virtual celebration

- **September 26**
  - Creek Week Cleanup

- **October 31**
  - Safe Trick or Treat Downtown

- **December 5**
  - Small Town Tree Lighting
  - 5pm - Limbach Park

Town Hall is open to the public Monday-Friday from 8:00am-5:00pm and closed for lunch from 12:00pm-1:00pm. We have safety precautions in place and we ask that the public continue to use our online services to complete town business, if possible.
Public Works Department

**Streets and Parks Dept.**

The Street and Parks Dept. has been preparing for the summer with streets and park maintenance activities:

1. Street sweeping operations to clear debris and dirt from roadways.
2. Installed a new dock extension at Monument Lake.
3. Repaired street shoulders where needed.
4. Began planting flowers and maintaining landscaping in parks, downtown, town hall and the cemetery.
5. Began summer mowing operations at parks and other Town locations.
6. Pothole and patching repairs on streets as needed.

**Water Department**

The Water Dept. has been working on maintenance of the water system and at the plants. Recent work activities include:

1. Valve replacement in Water Treatment Plant #7.
2. Air release/vacuum valve replacement on 12” water main.
3. Completed our annual water distribution system flushing program to improve water quality, enhance flows in the water distribution pipes and maintain hydrants for fire protection.
4. Addressed warranty issues at Water Treatment Plant # 4/5.
5. Pressure reducing valve adjustment and initiation for new Wagons West Development.

Photo credit to Ginger Lewis
The Monument Police Department and Tri-Lakes Monument Fire Protection District released video #1 of our 4-part series highlighting COVID-19 related community interactions and relationships between the Fire and Police Departments. The “Chiefly Speaking” videos will be released weekly on the Town of Monument YouTube Channel, website and both the Town, Monument Police Department and Tri-Lakes Monument Fire Protection District social media pages.

The Police and Town continue to monitor COVID-19 executive orders from the Governor and work with the Emergency Operations Center to ensure that the balance between safety and quality of life remain a priority. We continue to thank our residents for their level of responsible compliance.

Sadly, many cities have been experiencing social unrest due to the tragic death of an individual in Minneapolis during his arrest. Monument Police Department and El Paso County law enforcement are working together to ensure this county remains safe. Monument Police Officers have recently been retrained in issues that range from constitutional requirements to dealing with mass gatherings and unrest.

Our operational plans are in effect with other law enforcement agencies that ensure enhanced staffing deployments utilizing mutual aid.

PRIORITY

You Tube

Our New Chiefly Speaking Series is underway and we’ve started sharing that on our new You Tube Channel

CLICK HERE TO ACCESS IT

TOWN MANAGER’S REPORT

Police Department

Economic Development/Marketing

• We are developing a business grant program through the CARES funding allocation to help businesses stay open and recover from COVID-19 impacts

• We are working with the Tri-Lakes Chamber of Commerce, Pikes Peak Small Business Development Center, El Paso County and other agencies to provide resources for our businesses and residents

• We are communicating these resources through our social media channels, website, newsletter, and emails

• Other communications have included promoting the current 2020 Census and shopping locally to support our economy

• We are also working with Buxton to track changes in our retail economy during this time

Finance Department

• Working to finalize 2019 account analysis and audit preparation

• We will begin starting preliminary budget procedures for the upcoming 2021 fiscal year

• Keeping up on current and new financial developments as it relates to the COVID-19 pandemic

• Working with staff to track any and all COVID-19 related expenses for documentation for CARES Act reimbursements
TEMPORARY LIQUOR LICENSE MODIFICATIONS

The Colorado Department of Revenue’s Liquor Enforcement Division (LED) recently adopted Emergency Regulation 47-302(F) to allow on-premises, liquor-licensed businesses to apply for temporary modifications to expand their licensed premises into sidewalks, streets, and parking lots to increase social distancing measures. The LED is charging $150 to turn the modification on but is waiving the $150 that would normally be charged to turn the modification off. The Town of Monument is not charging any fees. The temporary modifications require both local and state approval based on the following criteria:

1. **Location and Public Thoroughfares:** If the licensee wants to add outside seating/service areas to their current location, the location must be contiguous or adjacent to the currently licensed premises and must be appropriately monitored by the licensee. Only liquor licensed servers may cross any public sidewalk to serve alcoholic beverages to the public. The public cannot consume alcoholic beverages on public sidewalks. Regulation 47-302(A)(7) remains in effect and requires the following if the service area includes a public thoroughfare:

   a. The licensee has been granted an easement for the public thoroughfare for the purpose of transporting alcohol beverages.

   b. The public thoroughfare is authorized solely for pedestrian and non-motorized traffic.

   c. The inclusion of the public thoroughfare is solely for the purpose of transporting alcohol beverages between licensed areas, and no sale or consumption will occur on or within the public thoroughfare.

   d. Any other conditions as established by the local licensing authority.

2. **Boundaries:** The area to be added/modified must clearly be delineated by physical barriers and warning signs regarding laws against public consumption of alcohol beverages must be posted in areas visible to the public at all points of ingress and egress. A control plan must be submitted that address the following: ingress and egress, no alcohol beyond the licensed premises, no outside alcohol beverages brought into the licensed premises, no alcohol beverages sold to minors and/or intoxicated persons.

3. **Local Building and Zoning Laws:** The area to be added/modified must comply with local building and zoning laws and ordinances.

4. **Authorization for Statement of Use or Ownership of the Area:** The licensee must provide proof to both the state and local licensing authorities of their ability to use any street, sidewalk, parking area, or other area, which does not belong to them prior to expanding their licensed premises footprint. In addition to ownership and statement of use, acceptable proof of possession includes lease, rental, or another arrangement.

5. **Nearby Liquor Licensed Premises:** The area to be added/modified must not encroach upon or overlap with the licensed premises of any other liquor licensed premises.

6. **Colorado Liquor Code and Rules:** The licensee and licensed premises comply with all other restrictions and requirements imposed by the Colorado Liquor Code and Rules.

Any temporary modification of premises expires 120 days from the date the emergency regulation was adopted by the State Licensing Authority. In the event that the emergency regulation is extended, or other actions are taken by the State Licensing Authority about this matter, no additional fee or further approval will be required from licensees to maintain the previously approved temporarily modified premises. Additionally, no fee or approval will be required upon the expiration of the emergency regulation, for licensees to remove the temporarily modified premises. Local and state licensing authorities will work to notify licensees when this relief has been removed and the liquor licensed premises shall be returned to its original approved licensed premises diagram.

To further expedite the application process for temporary modifications to outdoor dining and retail spaces, the Town of Monument passed Resolution No. 20-2020. This resolution accomplishes the following:

1. Delegates the authority to approve requests by Town businesses to temporarily modify the area where it may serve liquor to the Town Clerk.

2. Authorizes the Town Manager or Public Works Director to approve requests from Town businesses to temporarily use the Town’s rights-of-way, sidewalks, and/or other public places for the purpose of expanding their outdoor dining or sales areas.

3. Authorizes the Town Manager the discretion to temporarily suspend the Town’s parking requirements and zoning restrictions if requests to temporarily expand outdoor dining and sales areas conflict with the requirements.

continued on page 5....
The Town of Monument continues to closely monitor Coronavirus (COVID-19) and take steps to keep our community and staff safe. The Planning Department’s Development Projects have been backlogged and cannot wait any longer to have in-person meetings. Therefore, starting June 10th, the Planning Commission will have their regular meetings as well as one Special Meeting per month until July 22nd.

The schedule is as follows:
- **Regular-June 10th at 6:00pm**
- **Special-June 24th at 6:00pm**
- **Regular-July 8th at 6:00pm**
- **Special-July 22nd at 6:00pm**

Due to the Pandemic and the need to safely follow CDC Guidelines, the Town of Monument will need to limit the number of people at these meetings. Until further notice, the Planning Commissioners, project applicants and staff will be at the Town Hall Boardroom in person. This may include limited number of people in the Boardroom, social distancing, requiring masks, and etc. Public attendance will be limited to remote attendance with the following guidelines:

Each Development Project will have all materials and presentations uploaded onto the Town website for public review, one week in advance.

The public is encouraged to write in their comments and questions via email to planning@tomgov.org (include project name).

Public Comments emailed to the Planning Department will be read by the Planning Commission Chairman at the hearing, so that it is part of the hearing record. Additionally, similar to the Board of Trustee meetings, the Town of Monument will use the remote public participation process.

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**2020 LAND USE PERMITS**

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<thead>
<tr>
<th># of Permits Issued</th>
<th>% Increase from 2019</th>
<th>Permit Money Generated for Town</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Residential</td>
<td>67</td>
<td>41.61%</td>
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<tr>
<td>Residential Addition</td>
<td>53</td>
<td>40.15%</td>
</tr>
<tr>
<td>Commercial Addition</td>
<td>3</td>
<td>10.71%</td>
</tr>
<tr>
<td>New Commercial</td>
<td>2</td>
<td>66.67%</td>
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<tr>
<td><strong>2020 TOTAL</strong></td>
<td><strong>125</strong></td>
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**LAND DEVELOPMENT PERMITS**

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<tbody>
<tr>
<td>Multi/High Dollar</td>
<td>3</td>
<td>16.67%</td>
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<tr>
<td>Landscaping</td>
<td>20</td>
<td>111.11%</td>
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<tr>
<td>Sidewalk</td>
<td>30</td>
<td>28.85%</td>
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<tr>
<td>Tree Removal</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td>Grading</td>
<td>1</td>
<td>100.00%</td>
</tr>
<tr>
<td>Retaining Wall</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Misc. Curbing etc.</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>54</strong></td>
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**OTHER TYPES OF PERMITS**

<table>
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<tr>
<td>Sign</td>
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<td>Temp. Use</td>
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<td>28.57%</td>
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<tr>
<td>Right of Way</td>
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<td>55.00%</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>49</strong></td>
<td></td>
</tr>
</tbody>
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1. The licensees associated with the communal outdoor dining area have a method of identifying which licensee is selling or serving food and alcohol beverages to a particular table at any given time.
2. All customers at a table may only purchase or consume food and alcohol beverages from a single licensee associated with the communal dining area.
3. Any retail food establishments associated with the communal outdoor dining area that does not hold a liquor license acknowledges and agrees that alcohol beverages will be sold in the communal outdoor dining area only by, and under the control of, the licensees associated with the communal dining area.
4. One or more licensees will supervise or provide security within the communal outdoor dining area during all hours of operation.