This summer the Town of Monument was busy with the return of community events after a year off due to COVID. Town staff worked to ensure Monument’s parks, landscaping and streets were well maintained for visitors. They also worked with organizations that held these events to help plan and issue permits. Many water and street projects were completed. As outlined in department updates, staff have been working to complete many projects in 2021 and plan for a successful 2022.

In July, we held a retreat with members of the Board of Trustees to align the results of the recent community survey with the 2022 budget. Also, in July we worked with Mayor Wilson to host a lunch for Mayors from surrounding communities in the Pikes Peak Region where they discussed topics such as the future of water needs in the region. We also attended the Mayors Panel hosted by the Colorado Springs Business Journal to hear what issues each community is facing. Erica Romero worked with Tri-Lakes Monument Fire Protection district to have several members of our staff attend FEMA’s National Incident Management System (NIMS) training. Madeline VanDenHoek was a member of the planning committee for the Colorado Emerging Leaders Conference.

In August, we held a BBQ for Town Staff to recognize employee anniversaries, including our longest tenured employee of 35 years, Ron Rathburn.

In September, Mayor Wilson, Chief Hemingway, and myself visited the Monument Hill Kiwanis Club to discuss local issues. I attended Colorado Municipal Leagues’ Special Conference and Madeline attended International City Managers Association Annual Conference.

We are looking forward to a strong ending in 2021 and the outcome of several ballot items affecting the Town on this year’s election.
Community & Events

The 4th of July - Saturday, July 3
This year the Fourth of July was held on Saturday the 3rd due to an agreement parade organizers made with the churches in downtown Monument stating that if the 4th fell on a Sunday that it would be moved to the Saturday before. Spectators were asked to wait to claim their viewing spot until the night before the parade, which reduced the impact on our green spaces and made for an overall better experience for our downtown residents. The day’s weather was perfect for the parade, street fair, live music, and beer garden. It was a shorter parade with about 70 floats, nonetheless it lifted our patriotic spirits. We’d like to thank our live music stage sponsors: Peak Equipment Rental, Classic Homes, Dail & Son Landscaping, and our supporting sponsors were The Vinton Law Firm, Brinkmann Constructors, UPS, Mountain View Electric Association, Inc., and Sanctuary Pointe. The rainstorm did not come until everything was safely packed away for next year!

Friends of Monument Preserve Trails Maintenance - Monday, September 13
Members of Town staff spent an afternoon with the Friends of Monument Preserve performing trails maintenance in Pike National Forest. Most of this work involved erosion control by digging routes for the water to run off the trails as well as ensuring site visibility on the trail by trimming vegetation.

Creek Week Cleanup - Saturday, September 25
The Town participated with the Fountain Creek Watershed’s annual Creek Week Cleanup. 100+ Volunteers met to clean up trash around Monument. We collected 65 bags of trash. Local business, Dragonfly Paddleboard Yoga, coordinated a cleanup at Monument Lake for this event.

October Arts Month Mural at Monument Lake - Saturday, October 9
In coordination with the Cultural Office of the Pikes Peak Region celebration of Arts Month, we invited artist, Lawson Barney, to design and paint a mural at Monument Lake. Around 25 volunteers attended to help paint the mural.

In addition to these Town events, staff assisted other community organizations by issuing Special Event Permits and finalizing park reservations. These included: 4th of July, concerts in Limbach Park, church in Limbach Park, A Midsummer Night’s Dream, Pickin’ on the Divide, Pikes Peak Suicide Prevention Year of the Story Kickoff, Tri-Lakes Cruisers Car Show, Monu-Palooza, Modern Quilt Show, Bines and Brews Hopfest, and the Pikes Peak Apex Race.
Public Works Department

Streets

The Streets Department built up road shoulders to prevent premature road edge degradation. This was especially important along the new paved section of Old Denver Hwy. Similar work was also done on Mitchell Ave and the lake access road. Road crews continued to perform crack sealing on Town roads. Crack sealing prolongs the life of roads by preventing “freeze/thaw” action. It is important to do this when the road surface cools so that the cracks are as large as they are going to be. Drainage work was completed on the south end of Mitchell Ave near the Tri-Lakes Waste Plant. The work stabilized the drainage pattern to keep erosion from running across the roadway. Instead, the drainage is kept on the road shoulder and channeled into the storm sewer system. Cross walks and bike lanes in Downtown were repainted in areas that had faded.

Water

The Water Department has completed all water main installation and service line replacement on Raspberry Lane, an older part of the water system. This will ensure that all service lines are now accessible and the new water mains should last decades before repairs are necessary. The Radium mitigation and Water Treatment Plant (WTP) upgrades at WTP 3/9 is behind schedule due to multiple factors including building manufacturing and permit delays. We are working to make up lost time in order to complete the project in early 2022.

A new water meter was installed for Well 1. The meter was originally installed over 20 years ago. This should improve the accuracy of tracking water production. This newer type of meter will “talk” with our existing Supervisory Control and Data Acquisition (SCADA) system. We are upgrading SCADA to allow for better and faster monitoring of the water system and distribution system. It will increase security and make cyber sabotage less likely. We are switching WTP 4/5 from treating Well 10 to treating Wells 4 and 5. This is a time-consuming project that is necessary to keep our water rights for all the wells, as well as complying with the State mandated monitoring plan for wells. There are two different source waters that have to be treated by two different processes. This is very time consuming yet, very important to maintaining our Town water rights. At Well 3R we are continuing to add equipment such as the variable frequency drive which will allow for the well to become fully operational once it is “wired” up and provided power. We are waiting on final approval from the State to treat the well water and provide it to our customers. This well will allow us to increase the amount of water being treated in WTP 3/9.
Parks

New trees were planted along Second Street to replace ones that had died. Along all town roadways, trees were trimmed and pruned to allow better sight lines and uncover traffic signs.

At Monument Lake the wall in front of the parking lot was cleaned and painted white in preparation for the Arts Month Mural project. Once the mural was complete it was covered with an “anti-graffiti” coat to prevent vandalism.

At Dirty Woman Creek Park, we installed motion detecting lights to deter vandalism of park structures and the railroad trestle.

At the cemetery we performed several burials and cremation internments.

In Limbach Park new rubber boarders and fall protection were installed at the playgrounds to increase safety of children as well as delineate turf areas from playgrounds.

We have been working with a local student, Megan King, who is pursuing her Gold Award from the Girl Scouts. Her project was to install “Bee Hotels”, which will provide nesting sites for our local native bee populations. A flower bed at the north entrance to Dirty Woman Creek Park was expanded to accommodate more pollinator friendly plants. Girl Scout Chloe Catalano built a community library at Limbach Park.

The Facilities Department replaced and repaired lights and light fixtures and performed extensive plumbing repairs at the 259 Beacon Lite facility. At the police department we repaired ducting for HVAC and shampooed carpets in the front office as well as in Town Hall’s front office. Security cameras were installed at the 506 Jefferson facility.
The Planning Department has been busy in the third quarter of 2021 reviewing a number of development requests as well as collaborating with our regional partners such as El Paso County and the Colorado Department of Transportation addressing growing infrastructure needs within our larger community. We are specifically addressing and verifying agency responsibilities for major roadways and clarifying ownership and maintenance.

The Jackson Creek Parkway Design project kicked off in October. The consultant chosen to lead the project, FHU, has begun environmental surveys and initial plan and traffic reviews. A full public input process, supported by a webpage, will be in place by the end of November.

There have been several meetings with Triview Metro District related to a new design for Old Denver Road, as well as the annexation of Higby Road to support updated design and construction of Higby Road from the east line of Interstate 25 to the eastern terminus of the Town boundary on the south side of Higby Road.

Several new development projects are currently under review. Those include:

- The proposed Quick Trip convenience store is located south of Baptist Road near the intersection of Baptist Road and Terrazzo Drive in the Falcon Commerce Center development. Quick Trip is a convenience store that provides a variety of made-to-order fresh food menu items. The new convenience store is approximately 8,292 square feet in size with eleven vehicle fueling dispensers and six high-speed fueling dispensers.

- Monument Junction is situated on either side of Jackson Creek Parkway, south of the intersection with State Highway 105. Phase 1 is approximately 40 acres on the east of Jackson Creek Parkway. Phase One proposes a mix of residential densities that includes 142 single-family detached lots and 62 single-family attached lots. The development also includes a 3-acre park, open space, and trails.

- In coordination with Triview Metro District, El Paso County has petitioned the Town of Monument to annex Higby Road. The annexation of the roadway will facilitate the updated design and reconstruction of Higby road in coordination with Triview Metro District and developers adjacent to the roadway.
Native Sun Construction is an approximately 11-acre property located south of Baptist Road/Forest Lakes Drive/Woodcarver Road round-about, west of the Falcon Commerce Center. The plans consist of a two-lot subdivision to accommodate an office and equipment yard for Native Sun Construction Inc.

Riviera Electric is within the Wolf Business Park located on the east side of Beacon Light Road, north of 8th Street and east of I-25. The plans under review illustrate the construction of a 7,000 square foot building for office and warehouse.
Elections
The Board of Trustees referred two issues and a question to be voted upon by Monument electors at the November 2, 2021, coordinated election. The first issue, 2E, asks voters if the Town can collect, retain, and expend the full amount of revenues generated during fiscal years 2021 through 2028. The second issue, 2F, asks voters to implement a 0.5% sales tax increase to exclusively fund the Monument Police Department. The question, 2G, asks voters if they want to form a 9-member home rule charter commission and includes a list of 9 candidates for such. The candidates for the home rule charter commission were nominated using the process outlined in C.R.S. § 31-2-204(3) and met the eligibility requirements outlined in C.R.S. § 31-2-206(3). The first and second notice of election requirements outlined in C.R.S. § 31-2-204(2-3) have been met.

The Town entered into an IGA with the El Paso County regarding the conduct of the election that stipulates the County will be responsible for voter registration and lists, election planning, hiring and training of election judges, canvassing the election, providing election supplies, ensuring logic and accuracy, preparing and mailing ballots and ballot issue notices, providing public notice, and cost accounting. Per the same IGA, the Town is responsible for call and notice, nomination petitions, ballot proofing certification, supplying our portion of the ballot issue notice details, and proving our proportional share of the cost. The Town has met all obligations outlined in the IGA to date. Additionally, the Town has provided detailed information about both ballot issues and the home rule question, as well as other important election information, on all our social media outlets, our website, our newsletters, in mailers sent to residents, and in person at a staff booth during the 4th of July street fair.

Approximately 450,000 ballots were mailed out to El Paso County voters on October 8 for the 2021 coordinated election. Approximately 6,000 ballots were sent to military and overseas citizens on September 17. October 25 was the last day for citizens to vote or update their voter record at www.GoVoteColorado.gov and have a ballot mailed to them. October 22 was the recommended last day to return ballots by mail. The County maintained 38 ballot drop box locations around the county to assist voters in returning their ballots. The County also staffed 10 Voter Service and Polling Centers (VSPC) throughout the County in the days and weeks prior to Election Day to assist people who needed to register to vote, update their registration, obtain a replacement ballot, mark their ballot using an ADA accessible ballot marking device, or drop-off their ballot in person. The Town was proud to be able to host a VSPC and provide a 24-hour ballot drop box at Town Hall during this election. The Town looks forward to hearing what the voters have to say about issues and question referred by the Board of Trustees. The certified results of the election are expected no later than November 24, 2021.

Professional Development
Laura – Successfully completed National Incident Management System courses 200 (Basic Incident Command System for Initial Response) and 800 (National Response Framework) as well as attended CML’s legislative update.
Tina – Received a scholarship for and attended the Colorado Municipal Clerks Association Annual Conference. Sessions included training on the following: Colorado Open Records Act, Legislative Update, Liquor Enforcement Division Licensing and Legislative Update, Recall/Initiatives/Referendums, Leadership/Teamwork/DiSC, Show Cause Hearings, and the Art of Delegation. The conference took place on October 19-22 and was hosted by the City of Greeley.

Other
• Assisted in the appointment process for Trustee vacancy
• Updated BOT orientation manual – provided to new Trustee
• Received and responded to official challenge of newly appointed Trustee’s residency requirements
• Developed orientation manual for home rule charter commissioners, if elected
• Put all campaign finance disclosure reports on documents on demand
• Assisted staff in the review of treasurer applicant resumes and the interviewing of candidates
• Documented and destroyed eligible records under Colorado Municipal Retention Schedule 75.20.A1
Town Clerk continued

NEW BRICK AND MORTAR BUSINESSES IN THE THIRD QUARTER

- **Colorado Technology Consultants Inc.**
  430 Beacon Lite Rd. #135

- **DJY Properties LLC**
  430 Beacon Lite Rd. #135

- **Snapographs LLC**
  430 Beacon Lite Rd. #135

- **We Speak You Learn LLC**
  430 Beacon Lite Rd. #135

- **Tri-Lakes Funeral & Cremation**
  341 Front Street #B

- **NITU Group (Cost Cutters)**
  1048 W. Baptist Rd. (ownership change)

- **HCWH LLC (Domino’s)**
  481 Hwy 105 Unit 200
  (ownership change)

- **NVA Powers TLP Veterinary Management LLC**
  1150 Baptist Rd (ownership change)

- **Faery Grove**
  251 Front St. #4

- **Aspen Auto Clinic LLC**
  279 Beacon Lite Rd. (ownership change)

- **ABC Landscaping INC**
  18955 Beacon Lite Rd.
  (ownership change)

Community Development

Each month we meet with Monument Business to learn about their business and discuss any issues. In Q3 we held visits with:

- Flying Horse Medical
- Rock Sol Engineering
- Colorado Springs Visitors Center
- Geneva Technologies
- Tri-Lakes Senior Center

The Town has awarded 7 small business grants for to be used for marketing and capital projects. These grants range between $500 and $2300 per business.

The Town worked with the State of Colorado, Main Street Program, and Downtown Monument businesses to apply for a grant of approximately $750,000. The grant was meant to allow businesses to make façade and energy improvements on their buildings. The State had just under $6 million dollars to award and received 48 applications totaling over $21 million in requests. Due to the competitiveness of the grant, Monument was not chosen as a recipient.
Police Department

Patrol & Training

- Colin Rosten has been hired for the position of Police Officer. Colin comes to us with an US Air Force background and has served as a police officer for the City of San Antonio for the past three years. Colin started the Field Training Program last week.
- Brendan Dodd has been hired for the position of Police Officer. Brendan comes to us as a police officer for the Township of Carlisle (PA) for the past two years. Brendan started the Field Training Program last week as well.
- Shannon Bryant has been hired for the Records Tech position. Shannon has transferred from the Town side to the Police Department, and we are very excited to have her.
- Michael Laythorpe has been hired as our new Code Enforcement Officer. Mike comes to us after a 25-year career with Las Vegas Metro Police Department in Nevada. Mike is an excellent asset to the PD.
- Commander Jon Hudson has announced his retirement, effective the first week of December. We will be conducting an internal and nationwide search for the replacement.

Code Enforcement

- Removed approximately 80 non-permitted signs located within the town limits.
- Has sent 12 certified letters to residents in reference to: running businesses out of their homes, tall weeds, abandoned vehicles on properties, general nuisances. A new code enforcement officer started for the department at the end of September 2021.
- Continues to work with several residents on Jefferson St. and Washington St. to get their properties up to code and improve the quality of life in the downtown areas. An increase focus also is occurring in the shopping district off Jackson Creek and new residential neighborhoods.
- Worked with The Kroenke Group to remove graffiti from the back of the old Chili’s restaurant. This has been a continual problem with vandalism of the closed property.

Finance Department

Finance staff have had a productive third quarter. Along with continuing to streamline the Accounts Payable process, we have been diligently working on the 2022 Budget to ensure that deadlines are met as the year end swiftly approaches. Throughout the third quarter, we have worked to store and retain all of 2020’s finance records and digitize 2021 for ease of navigation in the future. Implementing these electronic files has resulted in a more efficient day to day workflow and a beneficial resource for Finance Staff.

In a further attempt to streamline finance processes, staff have also been cross training with each other. This will allow staff to understand and execute more Finance processes to keep the department caught up as we approach fourth quarter.