PUBLIC HEARING

TOWN OF EATON GOVERNMENT

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LAND USE HEARING
REQUEST FOR BOT ACTION

Date of Presentation: April 20, 2023

Staff Lead: Vince Harris, AICP

Case Name: Downtown Revitalization Plan
Case Address: 1st Street
Applicant: Town of Eaton

1. **Purpose:** The purpose of this agenda item is to consider a request for an amendment to the Town of Eaton Comprehensive Plan to incorporate the Downtown Revitalization Plan.

2. **Background:** The redevelopment of 1st Street into a thriving downtown core has been identified as a goal in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding and support by the Town Board for economic development visioning and potential future projects the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton.

   On Thursday, April 6, 2023 the Planning Commission (PC) opened a public hearing on this case. Per C.R.S. § 21-23-206, the Planning Commission adopted the proposed amendment to the Town of Eaton Comprehensive Plan.

3. **Staff Recommendation:** Staff recommends that the Town Board approve Resolution No. 2023-07. A resolution approving an amendment to the Town of Eaton Comprehensive Plan to incorporate the Downtown Revitalization Plan.

4. **Planning Commission:** Adopted Resolution 2023-01.

5. **BOCC Action Required:** Approve, Deny, or Continue the case to a future date.

6. **Enclosures**
   a. Original Staff Memo and packet to Planning Commission on 04.06.2023
   b. Resolution 2023-01
   c. Draft Resolution No. 2023-07

TOWN OF EATON

PLANNING & ZONING COMMISSION PUBLIC HEARING

Citizens working group - Hometown Revitalization Committee

Date prepared: 03/28/2023

Meeting Date: 04/06/2023

STAFF REPORT (for proposed plan)

Project Name:	Downtown Revitalization Plan - Town of Eaton Comprehensive Plan Amendment
Project Address:	First Street, between Cheyenne Ave and Oak Avenue
Prepared by:	Baseline Corporation
Approved by:	Vince Harris, AICP - Baseline Corporation
Reviewed by:	Greg Brinck - Assistant Town Administrator

BACKGROUND & REQUEST

The redevelopment of 1st Street into a thriving downtown core has been identified as a goal in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding and support by the Town Board for economic development visioning and potential future projects the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton. The Hometown Revitalization Committee outlined a schedule beginning in year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan and a variety of community outreach meetings were held and responses were incorporated and addressed as best as possible with many goals and the end result is the Plan hereby and now proposed to be reviewed, adopted and acknowledged as a plan for imminent and future improvements.

The Eaton Hometown Revitalization Committee was formed in June 2018 by the Board of Trustees and held three community meetings to engage community members and acquire community input. The series of meetings, starting in 2020, received feedback from the community in regard to existing conditions and an understanding of the priorities of the community. In the following meetings, key discussions around parking, sidewalks, street character, events, implementation, and maintenance were presented and discussed based on the feedback that was received from each and every previous community meetings. The third community meeting in 2021 presented long-term and short-term design concepts that reflected the goals of the community input. The community input gathered and shaped the Downtown Revitalization Plan attached to this Staff Report.

Following is a portion of the Towns' Code related to the Planning Commission and its role and purpose to create and maintain the towns' Comprehensive Plan.

Sec. 7-1-7. - Planning Commission; purpose in view.

> *In the preparation of a master plan, the Planning Commission shall make careful and comprehensive surveys and studies of present conditions and future growth of the municipality with due regard to its relations to neighboring territory. The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality and its environs, which will, in accordance with present and future needs, best promote health, safety, morals, order, convenience, prosperity and general welfare, as well as efficiency and economy in the process of development; including, among other things, adequate provision for traffic, the promotion of safety from fire and other dangers, adequate provision for light and air, the promotion of healthful and convenient distribution of population, the promotion of good civic design and arrangement, wise and efficient expenditure of public funds, and the adequate provision of public utilities and other public requirements.*

Creating and amending the towns' Comprehensive Plan is vested with the Planning Commission via State Statute and the Town Code reference above. Following is the Colorado Statute reference establishing that the Planning Commission has the duty to make and adopt (as well as Amend) the Master Plan/Comprehensive Plan for its municipality.

CO Rev Stat § 31-23-206 (2016)
(1) It is the duty of the commission to make and adopt a master plan for the physical development of the municipality, including any areas outside its boundaries, subject to the approval of the governmental body having jurisdiction thereof, which in the commission's judgment bear relation to the planning of such municipality.....

The Town of Eaton now chooses to move forward with this Amendment to update or Amend the 2020 Eaton Comprehensive Plan to include what can be referred to as a 'Sub-Area Plan' - that, in this case, is named the Eaton *'Downtown Revitalization Plan.'*

STAFF ANALYSIS

C.R.S. § 31-23-206 requires that the Town of Eaton adopt a comprehensive plan, also known as a master plan, as an advisory document for the purposes of guiding land development decisions. When a municipality decides to adopt a comprehensive plan (and when to amend such Plan), the municipality shall conduct public hearings in order to encourage public participation in and awareness of the development of such plan and shall accept and consider oral and written public comments throughout.

The Eaton Planning & Zoning Commission is the body that has the duty to adopt via C.R.S. § 31-23-206 the Plan or an amendment to a previously approved Plan by means of a public hearing.

Notice for the Planning Commission public hearing for April 6, 2023, and the Board of Trustees public hearing for April 20, 2023, was published in the North Weld Herald as the customary and usual notice that the Town of Eaton uses to advertise public hearings.

The attached document is the *Downtown Revitalization Plan* and includes narratives, background information, concept layouts and visioning options, and renderings to assist in the future when it's time to create construction documents to build visioned public improvements and infrastructure needs to improve the towns' Downtown corridor and heart of Eaton.

RECOMMENDATION

Staff recommends approval of the proposed Downtown Revitalization Plan, as an Amendment to the 2020 Eaton Comprehensive Plan.

MOTION TO APPROVE = "We collectively as the Planning & Zoning Commission desire to adopt a Resolution No. 1-2023, being a Resolution adopting a Comprehensive Plan Amendment that is titled the Eaton "Downtown Revitalization Plan."

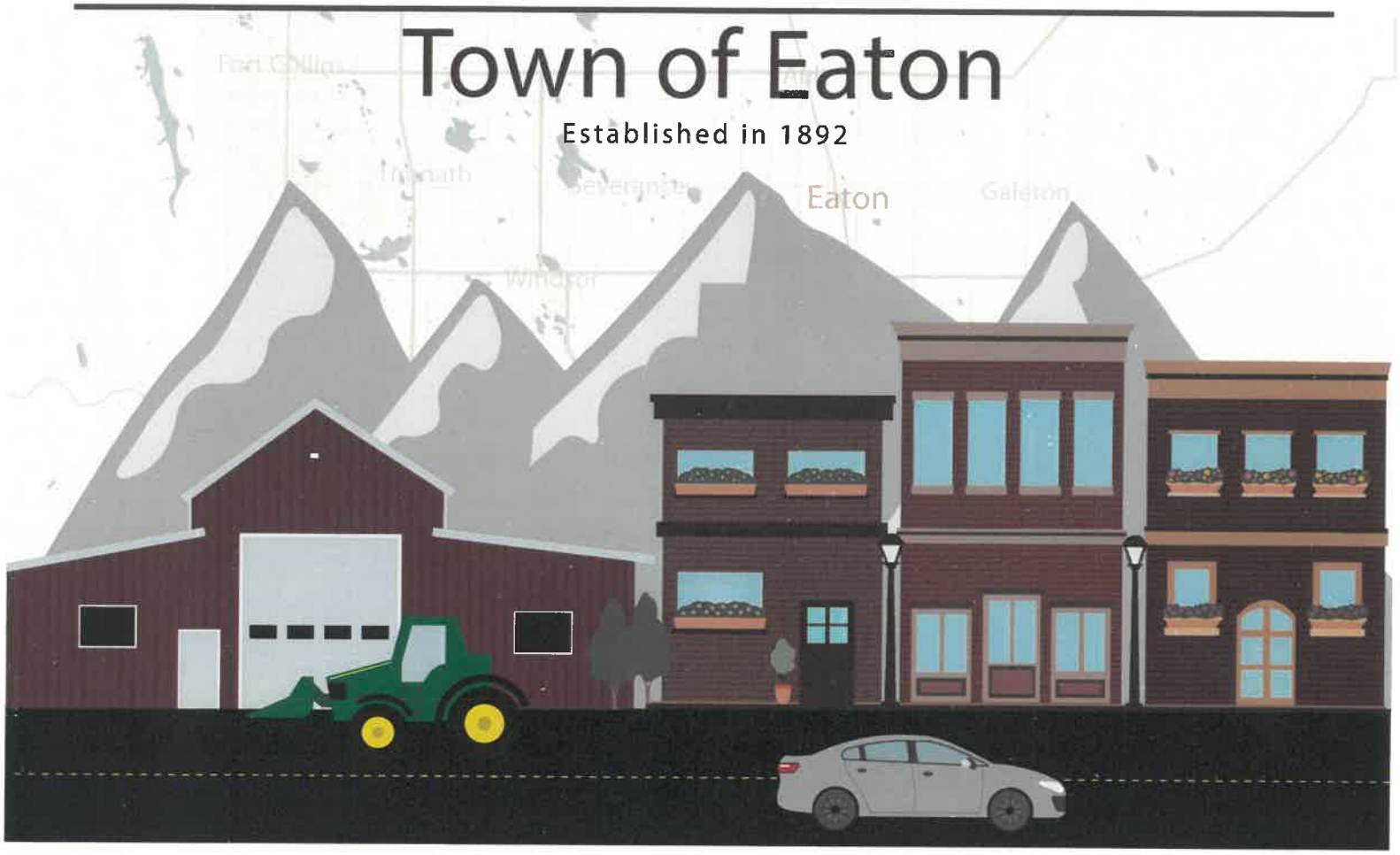
Attachments:

- Downtown Revitalization Plan (new sub-area plan)
- 2020 Eaton Comprehensive Plan

DOWNTOWN REVITALIZATION PLAN

Town of Eaton

Established in 1892



WHERE THE MIDWEST MEETS THE ROCKIES

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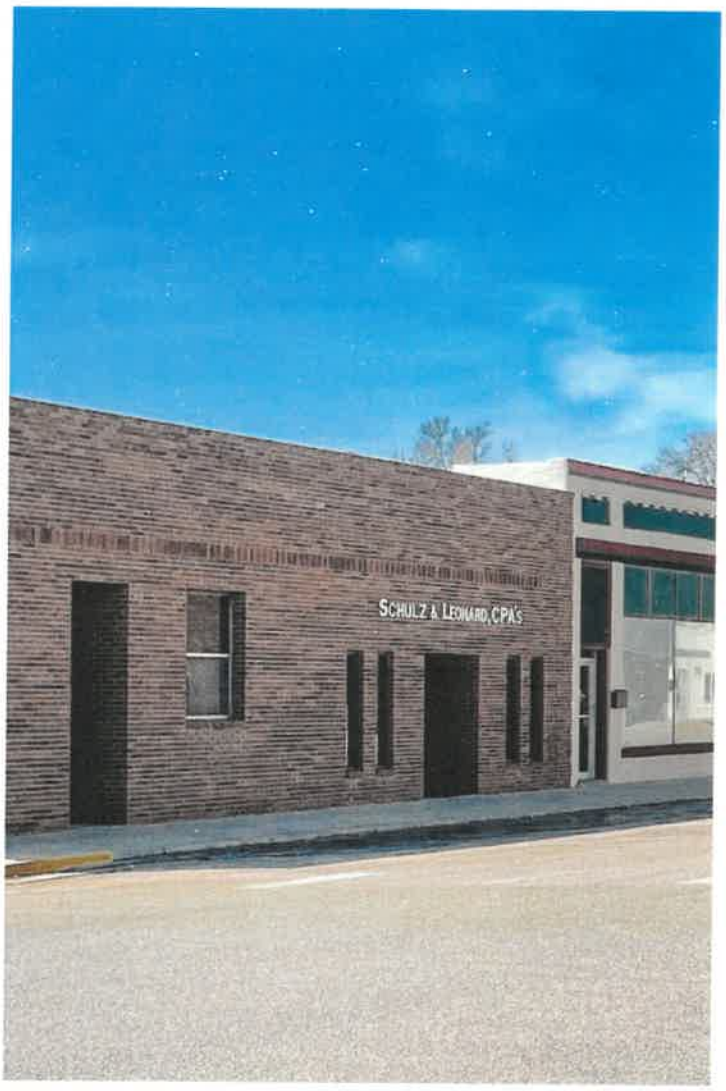
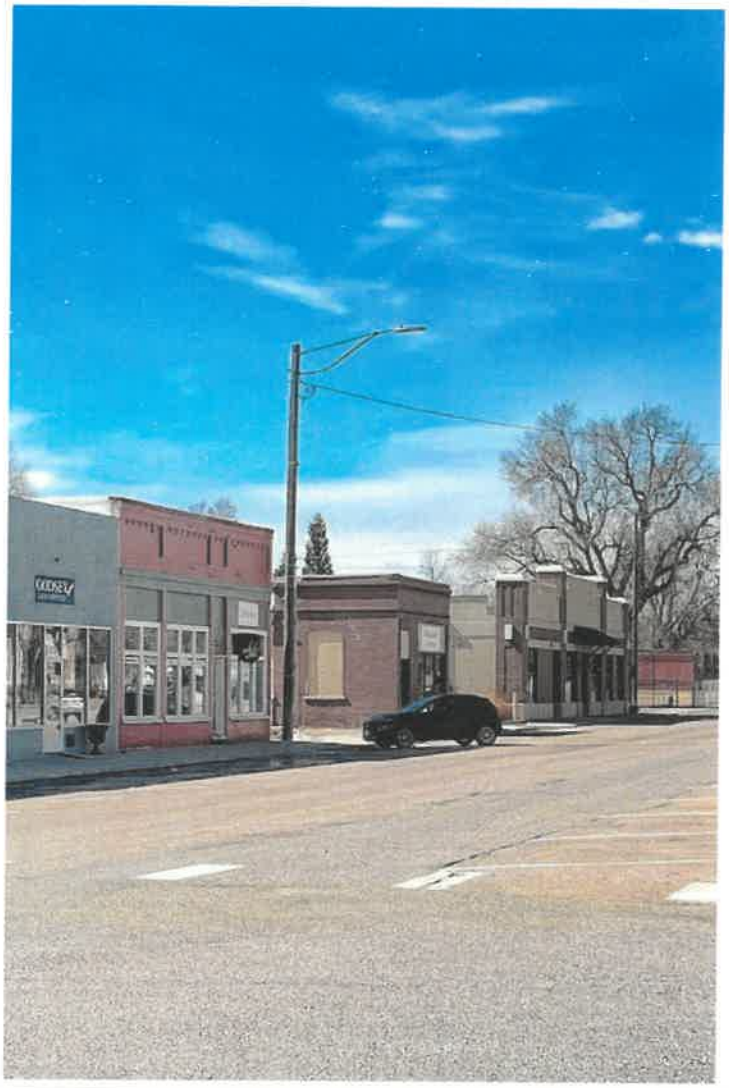


ADOPTED APRIL 6, 2023



FIRST STREET - CURRENT CONDITIONS

1 | INTRODUCTION

This plan offers fundamentals of downtown revitalization and introduces best practices to create a forward thinking start to a revitalization effort in the core and original 'Downtown' of Eaton. This plan attempts to spark a renewed vision and effort to invest in the original 'main street' of Eaton being First Street, between Oak and Cheyenne Avenue.

TOWN SQUARE

INTENT

The Intent of this Downtown Revitalization Plan is to begin the steps to allow community input, community interest, and enlightened leadership to visualize and create a 'plan' for the First Street corridor through the heart of original Eaton. So much history and change has occurred in the downtown neighborhood over the last century - with numerous changes in ownerships, new and old businesses have thrived, old and dated investments have began to deteriorate, new investments by businesses in the area, and the Town itself with a new park to the immediate south and a new police/town hall annex building within the last decade. It is time to move forward and set an even stronger path to new and updated landscape to the main street core of the Town. It's time to begin to implement a vision for positive change to the facades and streetscape in the core of our Town.

This plan includes a vast amount of time, energy, input and thoughtfulness to the following pages that memorialize the process we have all undertaken. Opportunities for funding improvements are on the Towns doorstep with grant assistance from the State of Colorado - and we continue to refine our goals and perspectives as to how we all can work to better the Town of Eaton. This Plan helps us as an entire Community devoted to - bettering the special place that we call "HOME!"

APPROACH

Our study area spans the length of three blocks on First Street; from Oak to Cheyenne Avenues. The easternmost two blocks currently house the front loaded business buildings and Town Hall buildings to First Street. Buildings are in various conditions and always need to keep up with maintenance needs. The westernmost one block fronts to the homes on the north side of First Street and the recently demolished Elementary School site on the south side that sets there looking forward to new options for its future. That future is undetermined at this time, but infrastructure needs for this block need to be considered with the neighboring two eastern blocks as pedestrians, traffic, drainage, and utility needs all should be considered in a plan. Lastly, the recently Town constructed 3 acre park north of Collins Street between Elm and Maple Avenues is a great place to relax and recreate away from traffic and enjoy the gazebo spaces and green grasses. This park is known as 'Town Square'.

As this plan began its public outreach efforts during 2020 in the 'COVID' year pandemic, we at the Town didn't let the pandemic slow the visioning process – and forged ahead with the beginning meetings in person and virtually. We had three large community meetings gathering information, listening to ideas, drawing likes and dislikes, sketching cool ideas, looking at other communities' improvement ideas, brainstorming took place, and all welcomed persons were able to vote and prioritize goals that are outlined in this Plan. The Plan is parceled up with community goals, short-term and long-term goals, a framework with ideas and preferences, and some specific future furniture expectations to round out some of the expectations to better our Town. This plan is being approved and adopted by The Eaton Planning and Zoning Commission as an amendment to the 2020 Comprehensive Plan.

STUDY AREA

CONTEXT
CHEYENNE AVE.
MAPLE AVE.
ELM AVE.
FIRST ST.
HWY 85 / OAK AVE.

2 | DOWNTOWN EATON

Downtown Eaton has a rich history and a community with a strong vision. The revitalization of First Street provides an opportunity to emphasize and combine the past with the future. Understanding the history and existing conditions provides the foundation for the recommendations set out in this plan.

EATON LIQUOR
EATON HARDWA
OPEN

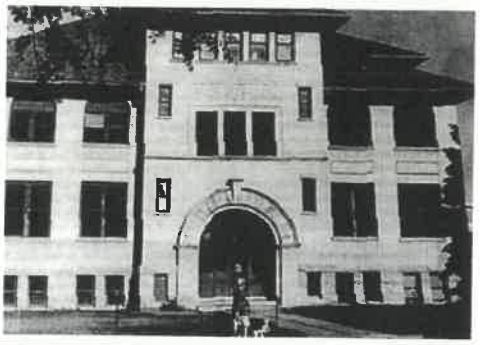
HISTORY: ONE-HUNDRED YEARS OF CHANGE TO FIRST STREET

Let's take a stroll down First Street in early 1900. The first store was a hardware store, which was built in 1892. The building still stands along the alley between Oak and Elm streets. Businesses came slower to First Street as The Big Store on Oak attracted many small stores around it. The First Bank of Eaton and the Eaton Herald were open for business on First Street. Flagstones from the mountains were placed in front of stores for a sidewalk, and the street was graded and it began to feel like a real little downtown. Dr. Bellrose had a large building constructed for his office and he rented out other spaces. A furniture and undertaking store, plus a dry goods and a bowling alley could be found on the Bellrose block. The elite bakery held a space on the corner of First and Elm. Later - other small businesses were opening along this two block area of First Street. The 1900 census of Eaton was 384 persons.

The Century School was constructed on the well-known Elementary School block and this area continued to be the location for 4 different schools.

The little town grew and businesses were added, changed locations, or simply moved on. Fast forwarding to the 1950's when the population was 1,276 according to the 1950 census. We find the two blocks on First Street with multiple businesses. In fact, you could say this was a self-sufficient town with only the need to leave Town if one needed to go to a hospital. One would have found two drug stores, one being a hang-out for the high school kids at the counter. There were two clothing stores, two grocery stores, two hardware stores, an appliance and electrical store. A farm equipment shop and auto repair garage took up a space on the south side of the street. You could pay your bill at the telephone office or Home Light and Power Office. If one needed medical care, you could find two doctor's offices and a dentist office in town. Andy had a shoe store and shoe repair shop. There was also a beauty shop and two barber shops. In addition, was a pool hall, furniture store, post office, newspaper office, jewelry store, and an insurance office. The town also boasted a movie theater and a Conoco Station on the corner. The Town Hall was also the home to the fire and police department personnel. The main two blocks of First Street served a thriving and growing hometown community with many agriculture and domestic needs that the persons living in Eaton would need.

Thanks to June Gustafson for her memories of First Street.



BACKGROUND

The redevelopment of First Street into a thriving downtown core has been identified as a goal in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding and support by the Town Board for economic development, visioning and potential future projects the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton. The Hometown Revitalization Committee outlined a schedule beginning in the year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan. A variety of community outreach meetings that were held and responses were incorporated and addressed as best as possible. Many goals reflected in the production of this plan were prioritized.

The Eaton Hometown Revitalization Committee was formed in June 2018 by the Board of Trustees and held three community meetings to engage community members and acquire community input. The series of meetings, starting in 2020, received feedback from the community in regard to existing conditions and an understanding of the priorities of the community. In the following meetings, key discussions around parking, sidewalks, street character, events, implementation, and maintenance were presented and discussed based on the feedback that was received from each and every previous community meetings. The third community meeting in 2021 presented long-term and short-term design concepts that reflected the goals of the community input. The community input gathered and shaped this Downtown Revitalization Plan.

EXISTING CONDITIONS

In order to understand the project area and basis for improvement, an analysis of the existing conditions was conducted along First Street, including gathering feedback from the community.

Streetscape Elements
The current streetscape appears bare and does not offer successful amenities at the human scale or people-oriented opportunities. There is a lack of benches, planters and other elements to foster gathering and sense of place.

Wayfinding
There is currently nothing in place that announces a user has arrived or departed Downtown Eaton.

Streetscape Lighting
There is limited pedestrian scale lighting along First Street which has created a lack of illuminated walkways for pedestrians.

Sidewalks
The sidewalk conditions are in various states along both sides of First Street. There are limited areas that are ADA accessible and the current sidewalks are narrow, tilted, and are causing poor circulation routes throughout town.

Crosswalks
Crosswalks at intersections either do not exist, or have very low visibility to them. The distance to cross these areas are considerably long and could be reduced to promote safety.

LOCAL BUSINESSES

First Street is composed of multiple small businesses that provided services to Eaton and are made up of municipal, retail, restaurants and office buildings, including the Eaton School District main office. Investing in the revitalization of First Street promotes opportunities and growth for small businesses, as well as incentivizing new business owners to create an opportunity in what are currently vacant buildings.

3 | PLANNING PROCESS

The planning process hosts one-on-one stakeholder surveys, open houses, and interviews to collect a broad cross section of residents, business owners, visitors, and employee feedback. The project team learned about existing conditions and how residents and community members use downtown sidewalks and public spaces. Ideas were captured from the public about future downtown improvements.

PLANNING PROCESS

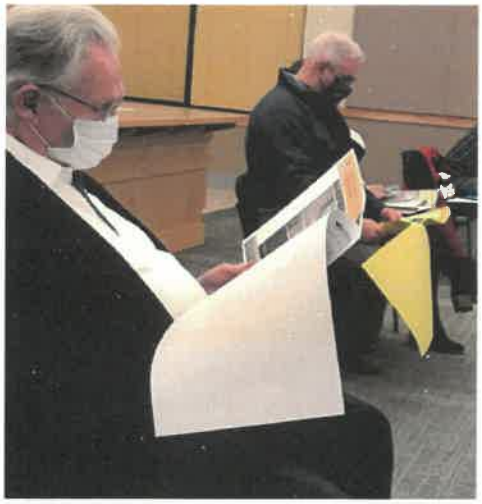
The Eaton Hometown Revitalization Committee was formed in June 2018 by the Board of Trustees to act as an advisory committee with the initial scope of work to include:

- Improving the existing commercial areas in the Town.
- Attracting new commercial and retail opportunities in the Town.
- Making physical improvements to the commercial areas in the Town.
- Marketing the commercial areas of the Town.
- Promoting community events in the commercial areas of the Town.
- Developing recommended financial policies and/or capital expenditures to support revitalization of the commercial areas in the Town.
- Medium and long term planning to support the revitalization of the commercial areas in the Town.

The redevelopment of 1st Street into a thriving downtown core has been identified as goal 3.5 in the 2020 Town of Eaton Comprehensive Plan. With the availability of funding for economic development project, the Hometown Committee was charged by the Board of Trustees and Town staff to work alongside the community and Town planners to develop a phased redevelopment plan for downtown Eaton.

The Hometown Revitalization Committee outlined a schedule beginning in year 2020 to create this Revitalization Plan and create a vision to put on paper. Included with the efforts to put on paper, the group scheduled and opened up the doors for communication to ask for community input with this Plan.

Following you can find some short summaries of the three Community Meetings that were held during 2020 and 2021.



COMMUNITY OUTREACH

August 17, 2020: Community Meeting

The meeting held on August 17, 2020 and it was focused on receiving feedback from the community in regards to existing conditions and understanding the priorities of the community. Boards were provided, along with a survey that collected information on what residents were most concerned about and the solutions that they wanted to prioritize.

February 1, 2021: Community Meeting

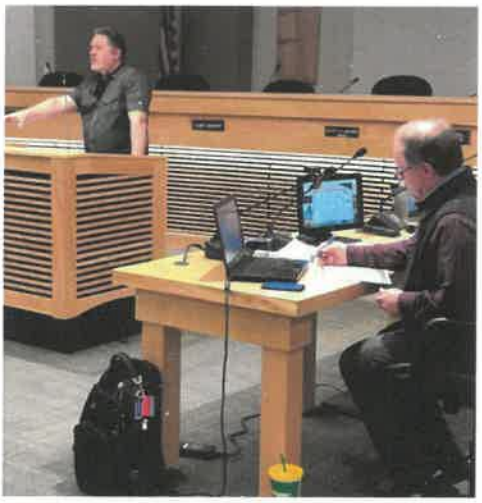
The meeting held on February 1, 2021 used the information from the previous community meeting to develop a collective vision statement, goals and topic areas that reflect the priorities and desires that can be incorporated into the overall plan. This meeting was held as an in-person meeting and a virtual meeting to allow even more input and voting/opinions during the meeting. These topics were presented and voted on by the community through MentiMeter and paper surveys for those in the meeting at Town Hall. This information was used to produce visuals and graphics for next steps and the third meeting for the summer of 2022.

August 2, 2021: Community Meeting

A series of choices and strategies were presented that best achieve the character and identity desired for the Eaton downtown streetscape. Key discussions around parking, sidewalks, street character, events, implementation and maintenance were presented and discussed based on the feedback that was received from the February 1, 2021 community meeting as well. This presentation provided long-term and short-term design concepts that reflected the goals of the community input.

Top Three Goals for the Revitalization Plan

- Defining downtown entrances.
- Preserving unique small-town character through landscaping, lighting, signage, and building enhancements.
- Creating a safe, enjoyable, inclusive pedestrian experience by upgrading infrastructure, walkability, and outdoor



SURVEY & RESULTS

Community feedback was collected in various forms throughout the community engagement process and included holding meetings on Zoom, meetings in person and collecting data through surveys and interactive methods. In person meetings included open discussion, selection of favorite designs and amenities of highest priority, and paper surveys. Online presentations included a live, interactive platform to get feedback in real time and opportunities for discussions. Additionally, surveys were handed out and provided to businesses that included a QR code that connected the user to a live survey.

WHAT WE HEARD

FEEDBACK FROM THE AUGUST 2021 COMMUNITY MEETING

Great ideas!

It would be nice to have flowers in the town square. It's so boring, nothing to draw you there other than to just walk through. I always thought it would be finished, has no appeal at all.

More signage to help expose small businesses which might help community members know what they have in their own back yard. As a small business owner we have too many people say they had no idea we were here.

I'd like to see more mom & pop restaurants to eat at

Kid friendly

Lighting is important along with outdoor seating. I think this could make some small town festivals more suitable for crowds.

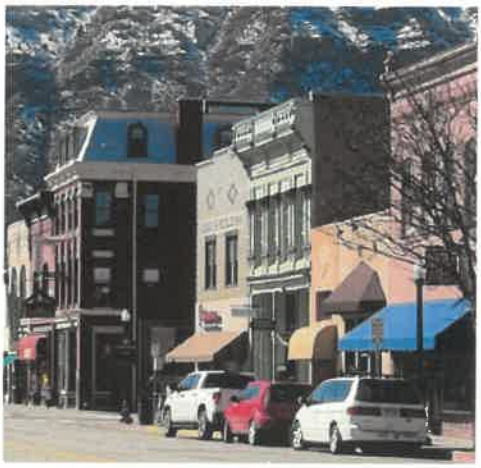
Edison lighting in town square as well.

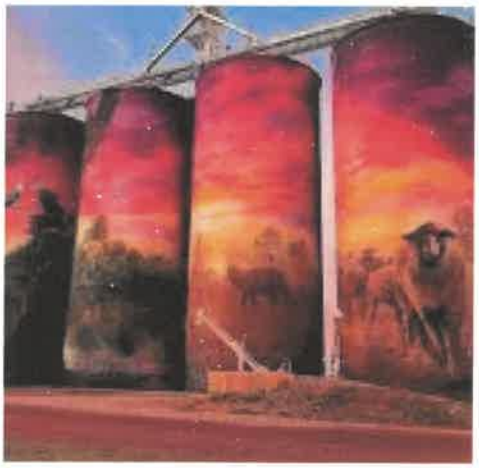
I'd like to see additional parks and green spaces.

Planters, benches and lighting fir the businesses on east side of highway 85 to extend the consistency from 1st street up and down the main thoroughfare of the community.

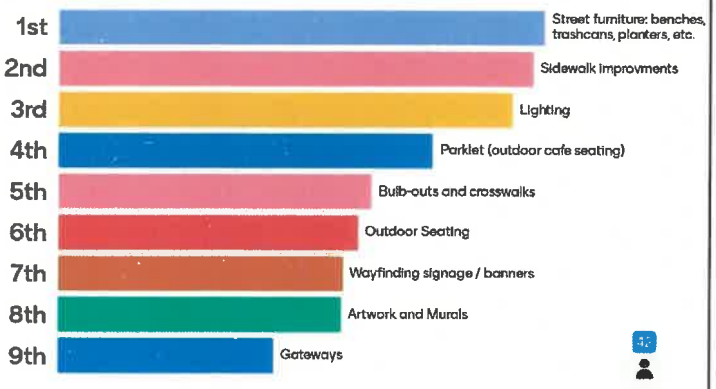
Good job!!Thank you all for your work!!!The store fronts and alleyways need to be updated and cleaned up.

Would love to see trees or colorful Sunshades for some areas

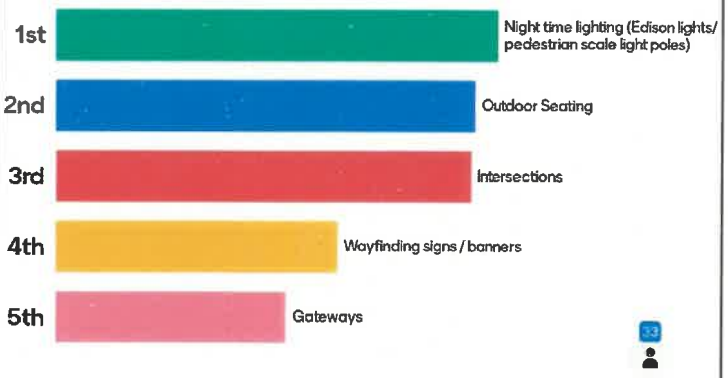




Question: Rank which amenities you prefer to see implemented first from 1 - 9. (1 being the amenity you prefer to be implemented first).

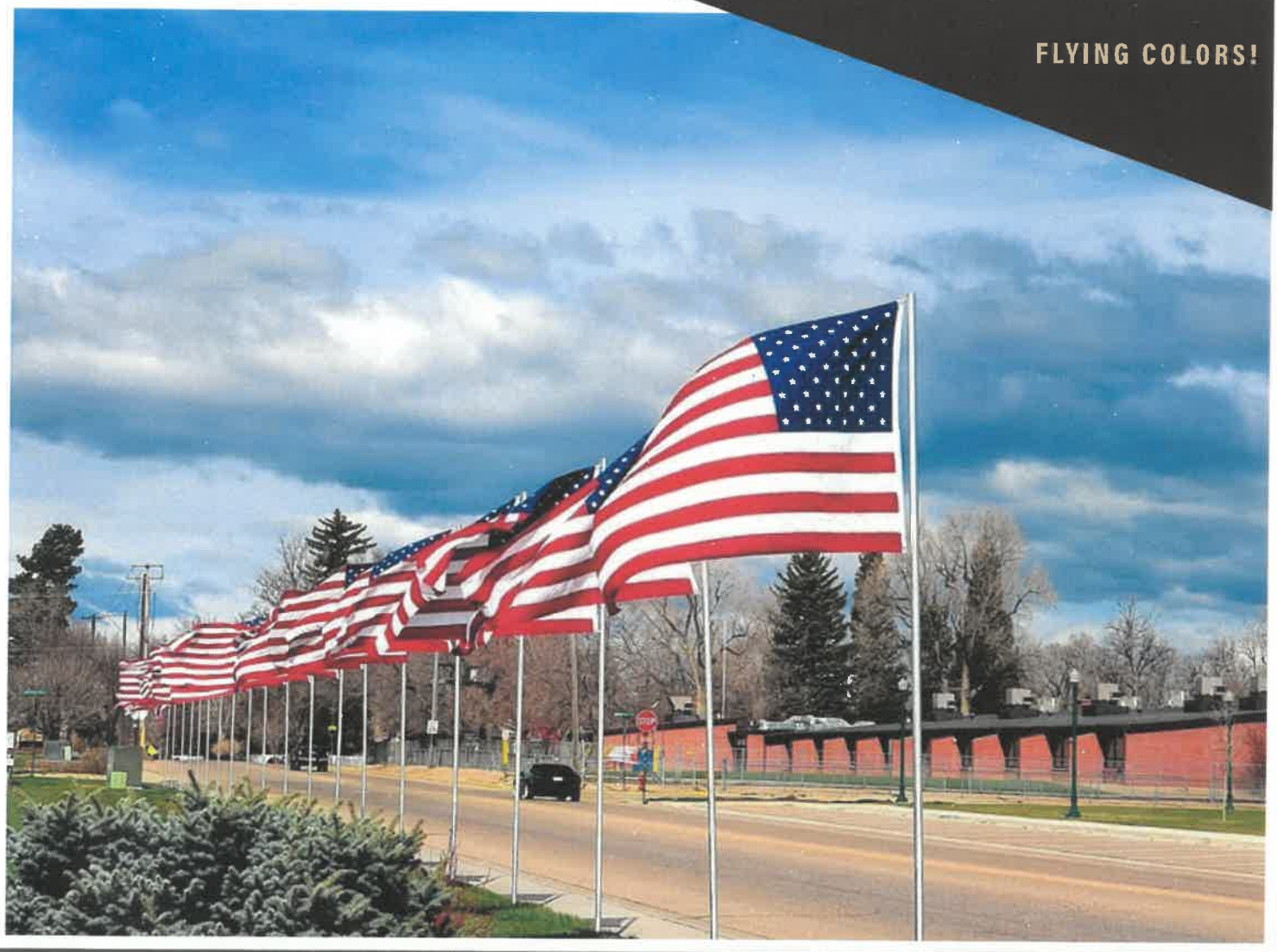


Question: Rank which featured amenities you prefer to see implemented first, from 1 - 5. (1 being the featured area you prefer to be implemented first).



4 | FRAMEWORK

The following framework provides overall direction and content provided from the stakeholder meetings, community meetings, and design meetings. This guide will provide the overall direction for future uses in the downtown corridor.



FLYING COLORS!

COMMUNITY GOALS

Creating goals that reflect the community values and aesthetics is one of the first steps taken in order to provide a clear vision for the future and the plan.

The goals listed below were the outcome of multiple surveys and community meetings. These goals are shown in the order of importance to the community.

1. Clearly define downtown entrances.
2. Preserve unique small town character through landscaping, lighting, signage, and building enhancements.
3. Create a safe, enjoyable, inclusive pedestrian experience by upgrading infrastructure, walk-ability, and outdoor appearance.
4. Cultivate a day and night vitality and energizing environment by filling vacant storefronts.
5. Build tourism and visitors to shop locally in the town of Eaton.
6. Retain and expand existing businesses and create new businesses to join downtown.
7. Enhance the events, programming, branding and identity of downtown Eaton for marketability.

COMMUNITY VISION | PRECEDENT IMAGERY

SHORT-TERM GOALS

In order to help achieve long-term, sustainable solutions to improving the streetscape, short-term goals that provide temporary improvements have been proposed during an early phasing of the plan. Short-term goals will help the community, business owners, and stakeholders re-envision the downtown through parklets, painted bulb-outs and crosswalks, and gateways through lighting and other streetscape amenities. Ideally, these improvements are designed to be short-term and relatively low-cost, while providing the opportunity to provide feedback before making elements permanent.

1. Lighting
2. Planters / Year Round Color
3. Wayfinding / Signage
4. Sidewalk Cafes
5. Building Facade Improvements
6. Temporary Large Tree Planters
7. Outdoor Seating

LONG-TERM GOALS

Implementation of short-term goals and improvements build the foundation to provide successful design that will address the long-term goals defined by the community. At the time of adoption of this plan, it is envisioned that the initial efforts of the improvements will generally be in the long-term goals listed in this plan. It is expected that design engineering plans will be created in summer/fall of 2023 and significant construction efforts to begin in spring of 2024.

1. Lighting and Banners
2. Wayfinding / Signage
3. Permanent Site Furnishings
4. Ally / Walkable Connections
5. Building Improvements
6. Parking with Bulb-Outs
7. Division of Streetscape

AMENITIES

Public amenities have been proven to encourage activity, while enhancing the identity of a community. These amenities include seating, street trees, planters, lighting, wayfinding, and outdoor gathering spaces. The images on the right are the selected furnishings that are to be distributed along First Street.

Galvanized steel provides a low maintenance option for amenities, providing a highly durable material that is suitable in most environments and is resistant to weather, vandalism, and rusting.

Public art, including murals, provide character to a space and can be used to highlight a space or as a method of wayfinding.

BENCH

LIGHTING W/ BANNER

LIGHTING, OPTION 2

MURALS

PLANTERS

TRASH CAN

POTENTIAL PARKLETS

Parklets are an excellent way to create public spaces to sit and gather, while encouraging pedestrians to slow down, connect with people and spend more time in their downtown. They have been shown to create positive effects for local businesses by increasing foot traffic and revenue, while complimenting adjacent restaurants and cafes. This plan provides potential locations for parklets along First Street, to encourage pedestrian traffic and a place to relax outside.

CONCEPTUAL PLAN | EARLY PHASING

Streetscape elements provide functionality and vibrancy at the pedestrian scale, while creating a space that is comfortable and welcoming to users. In early phasing, placing benches, trash cans, and planters less frequently will provide the opportunity to work toward the final phasing goals at a smaller scale. Other amenities, like lighting can be provided temporarily and updated during the final phasing of the project.

X 6	STEEL BENCH
X 8	LIGHTING W/ BANNERS
X 3	STEEL TRASH CAN
X 2	COMMUNITY MURALS
X 8	STEEL PLANTERS

CONCEPTUAL PLAN | FINAL PHASING

The final phase of streetscape amenities will be coordinated with the extension of sidewalks, bulb-outs and gateways. With proper placement of amenities, unification and identity will start to appear along First Street.

Street furniture should be placed in a manner that the sidewalk will have adequate space for accessible pedestrian circulation.

Groupings of street furniture will create an opportunity to use sidewalks efficiently, while creating an organized feel.

X 6	STEEL BENCH
X 9	LIGHTING W/ BANNERS
X 6	STEEL TRASH CAN
X 4	COMMUNITY MURALS
X 8	STEEL PLANTERS

CONCEPTUAL PLAN I

The priority of the East end of First Street, is to draw people in through the addition of a gateway feature with a strong appearance to and from Highway 85, also named Oak Avenue in the town limits. . A secondary gateway is also proposed, on a smaller scale, on the west end of First Street through the use of plantings, lights, and banners. These gateways are used as the "bookends" holding First Street together, while creating a sense of arrival and departure.

BENCH

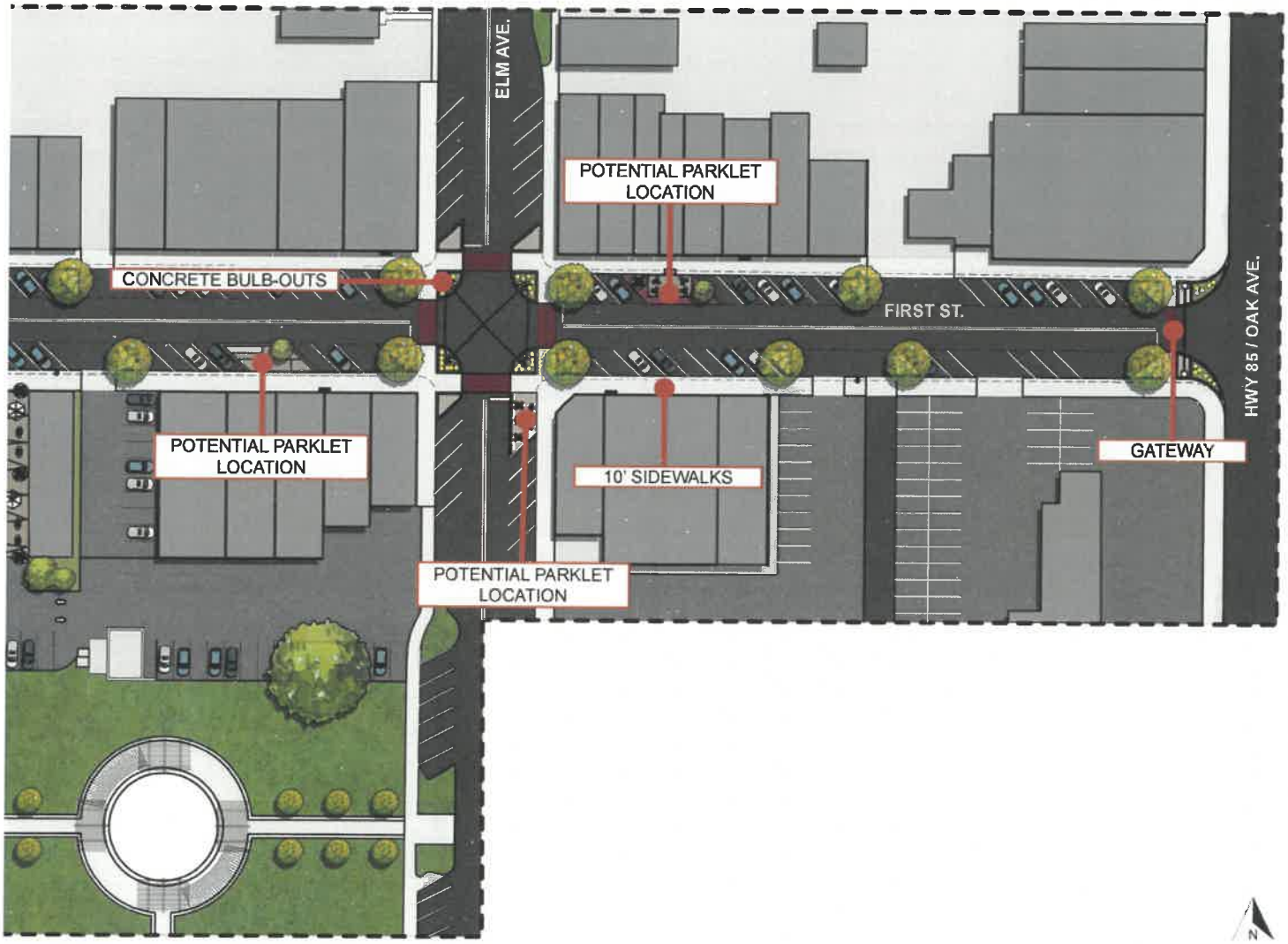
LIGHTING W/ BANNER

LIGHTING, OPTION 2

MURALS

PLANTERS

TRASH CAN


ELM AVE.
POTENTIAL PARKLET LOCATION
CONCRETE BULB-OUTS
FIRST ST.
HWY 85 / OAK AVE.
POTENTIAL PARKLET LOCATION
10' SIDEWALKS
GATEWAY
POTENTIAL PARKLET LOCATION
N

CONCEPTUAL PLAN II

As people are encouraged to continue down First Street, the next priority was to encourage users to not only visit, but stay. Outdoor seating, site amenities, and potential parklets create the transition areas of downtown that will encourage users to explore, relax, and interact with members of the community. These transitions become the reflection of community pride and vitality.

BENCH

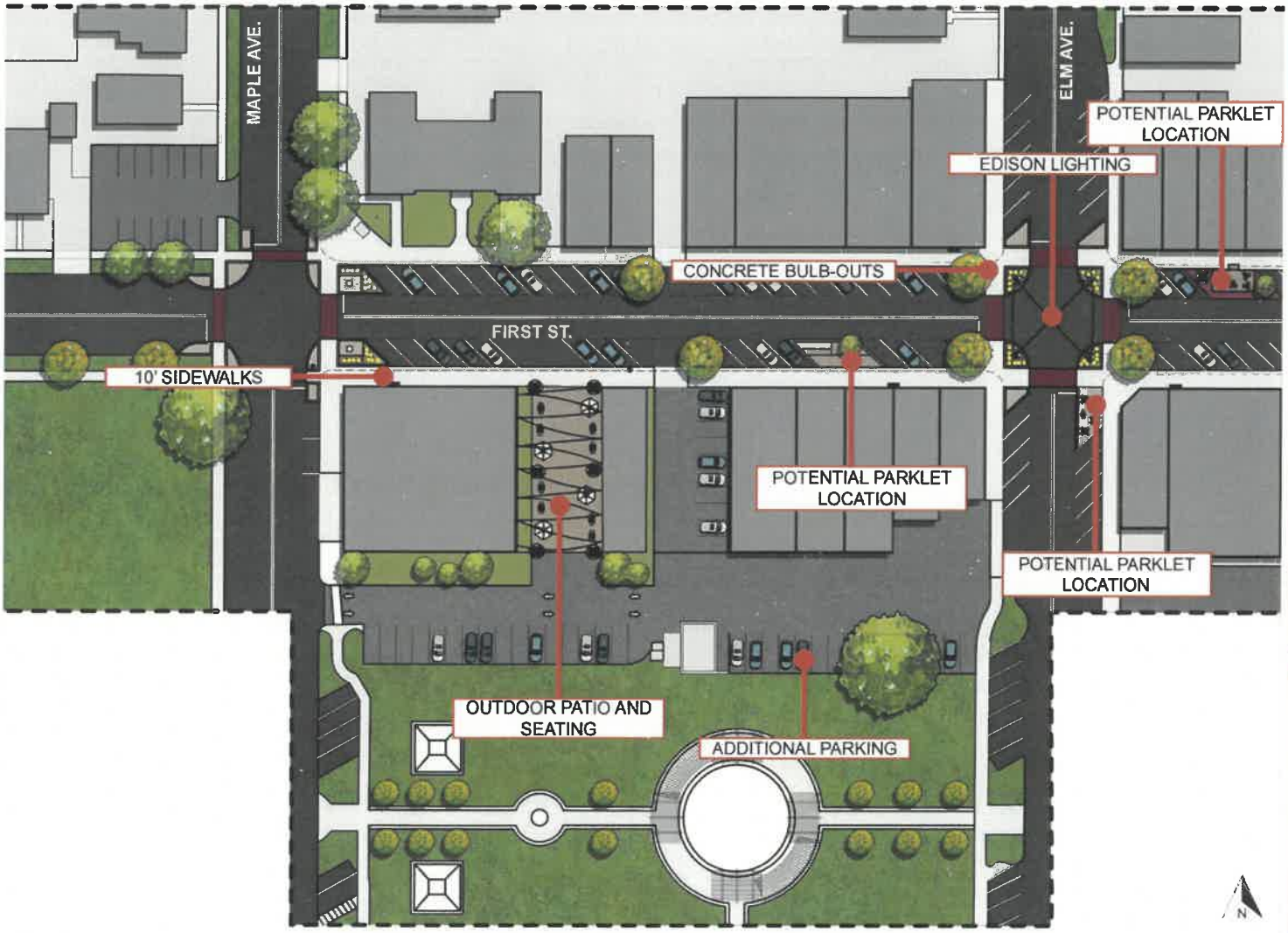
LIGHTING W/ BANNER

LIGHTING, OPTION 2

MURALS

PLANTERS

TRASH CAN


MAPLE AVE.
ELM AVE.
POTENTIAL PARKLET LOCATION
EDISON LIGHTING
CONCRETE BULB-OUTS
FIRST ST.
10' SIDEWALKS
POTENTIAL PARKLET LOCATION
POTENTIAL PARKLET LOCATION
OUTDOOR PATIO AND SEATING
ADDITIONAL PARKING
N

CONCEPTUAL PLAN III

In addition to providing areas for people to stay, we want to ensure that these spaces are inclusive and safe. This includes increasing sidewalks to 10', providing ADA accessible routes, creating bulb-outs and well-marked crosswalks with adequate wayfinding through placemaking. When the built environment is designed to be inclusive, it welcomes users of all ages and abilities.

BENCH

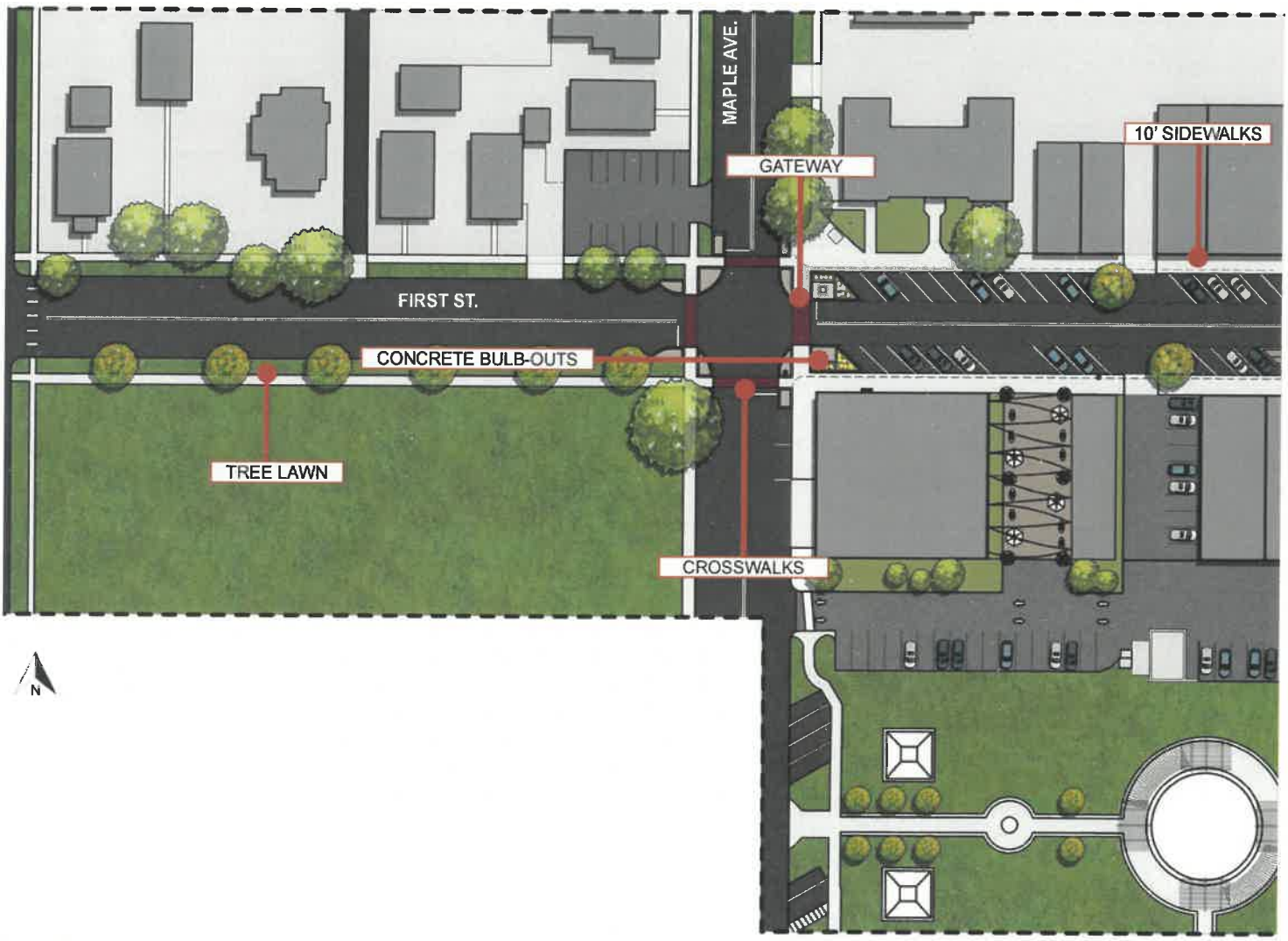
LIGHTING W/ BANNER

LIGHTING, OPTION 2

MURALS

PLANTERS

TRASH CAN


MAPLE AVE.
GATEWAY
10' SIDEWALKS
FIRST ST.
CONCRETE BULB-OUTS
TREE LAWN
CROSSWALKS
N

FEATURED AREAS | 1

Identified as a high priorty by the community, this plan provides various gathering and seating along First Street. In addition to recommending streetscape amenities and potential parklets, a featured area has been identified between two buildings to serve as an outdoor patio. This space not only encourages pedestrians to visit, but more importantly, it encourages both visitors and residents to linger in downtown. Through the use of seating, planters, murals, and lighting, this space transforms into a reflection of the community vision.

1 OUTDOOR PATIO AND SEATING

FEATURED AREAS | 2

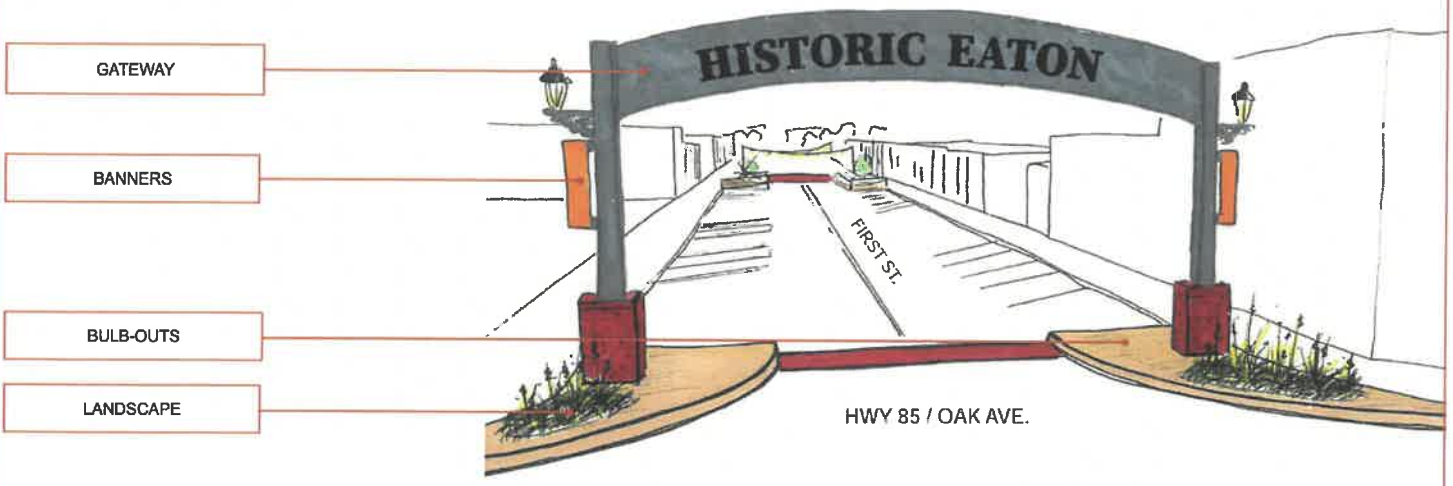
In addition to outdoor gathering, the community identified the need for elements that would continue to move the user through the space and create a warm and welcoming sense of place. Providing plantings, lighting, and banners at the intersection of First Street and Elm Avenue, creates an inviting space at a pedestrian scale, while providing a safe experience.

2 INTERSECTION

FEATURED AREAS | 3

The third featured area defined by the community is the entrance to downtown. In order to provide a sense of place and community pride, a gateway is being proposed with complimentary landscaping, lighting and banners.

3 GATEWAY EXAMPLE

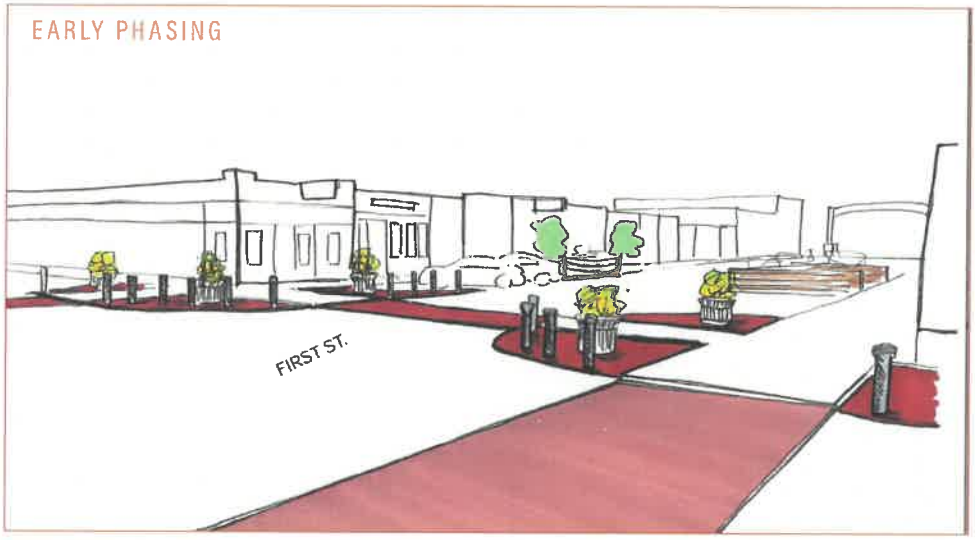


INTERSECTIONS

Early phasing of intersections provide the opportunity to improve the pedestrian and vehicle experience, while working toward the final design. In the early phase, this can be done by painting crosswalks and bulb-outs in the designated area, while using planters and temporary bollards as a barrier between users and vehicles.

As funding and resources become available, these intersections will evolve from temporary design elements to permanent design elements. Permanent elements include bulb-outs with concrete, pavers, or other effective finishes, planting beds, and lighting with banners. These elements create a safe space for pedestrians, slow down vehicles, and serve residents of all ages and abilities.

EARLY PHASING

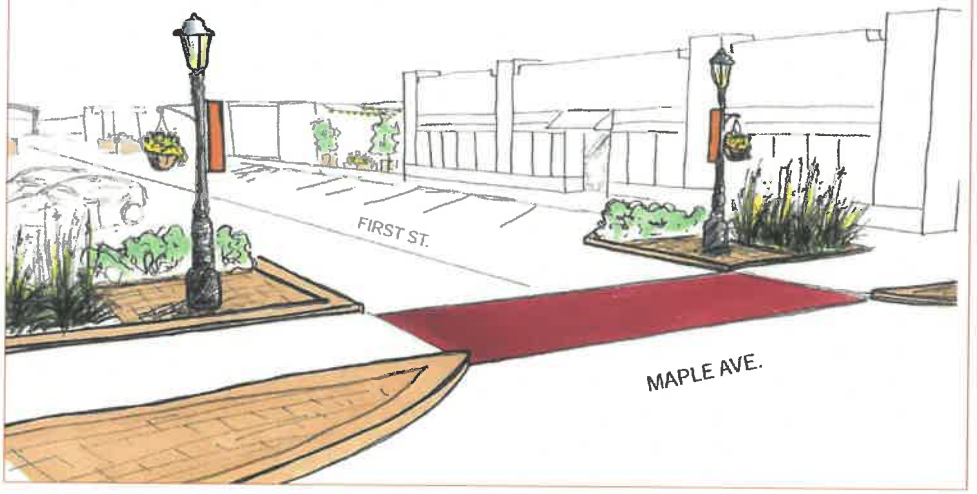


FINAL PHASING

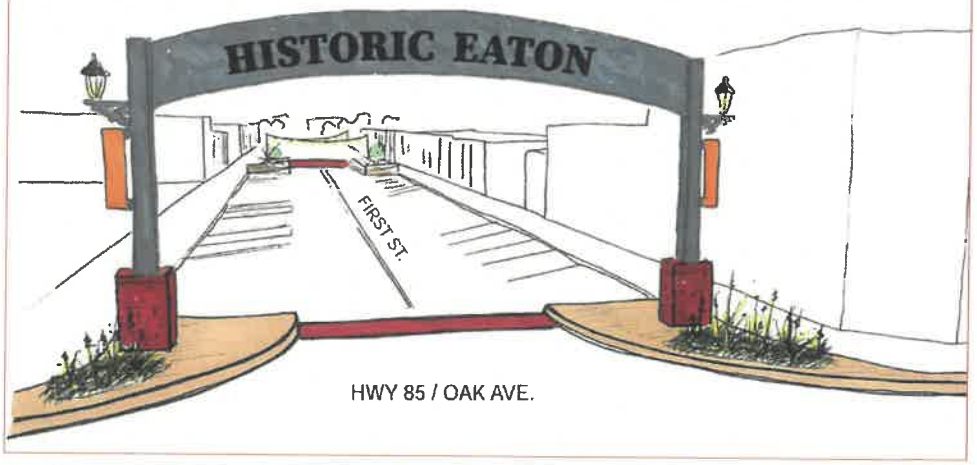
GATEWAYS

Gateways not only provide an opportunity to create a sense of arrival and departure, but they also provide and opportunity to showcase community pride and identity. When paired with other placemaking elements, like banners, they create uniformity for complimentary signage that help create a positive and pedestrian scale experience for community members and pedestrians.

GATEWAY | MAPLE AVE.



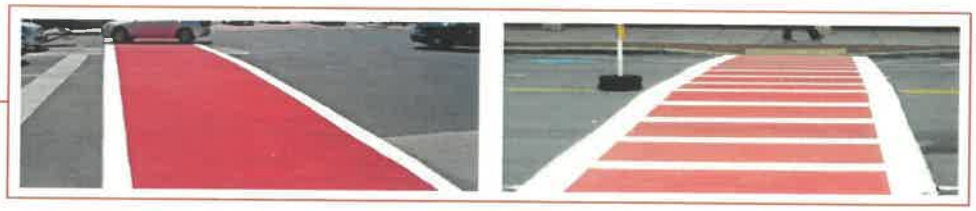
GATEWAY EXAMPLE | HWY 85 / OAK AVE.



CROSSWALKS

In order to create a safe space for both pedestrians and drivers, a series of high visible crosswalks are proposed at the intersections of First Street and Maple Avenue, First Street and Elm Avenue, as well as First Steet and Highway 85 / Oak Street. In addition to traditional crosswalks, bulb-outs are proposed with other features to signal to drivers to slowdown, while providing a shortened crossing for pedestrians. There are a variety of different materials that can be used for crosswalks including paint, stamped concrete, and thermoplastic. Painted crosswalks are an effective and low-cost option, but will require more maintenance long-term.

OPTION 1: PAINTED CROSSWALKS



OPTION 2: STAMPED CROSSWALKS

OPTION 3: THERMOPLASTIC CROSSWALKS

FINAL PLAN

Through developing a collective vision, goals, and topic areas, the final plan reflects the community and key stakeholders priorities and desires for the next 5 - 10 years to be incorporated into the revitalization of downtown.

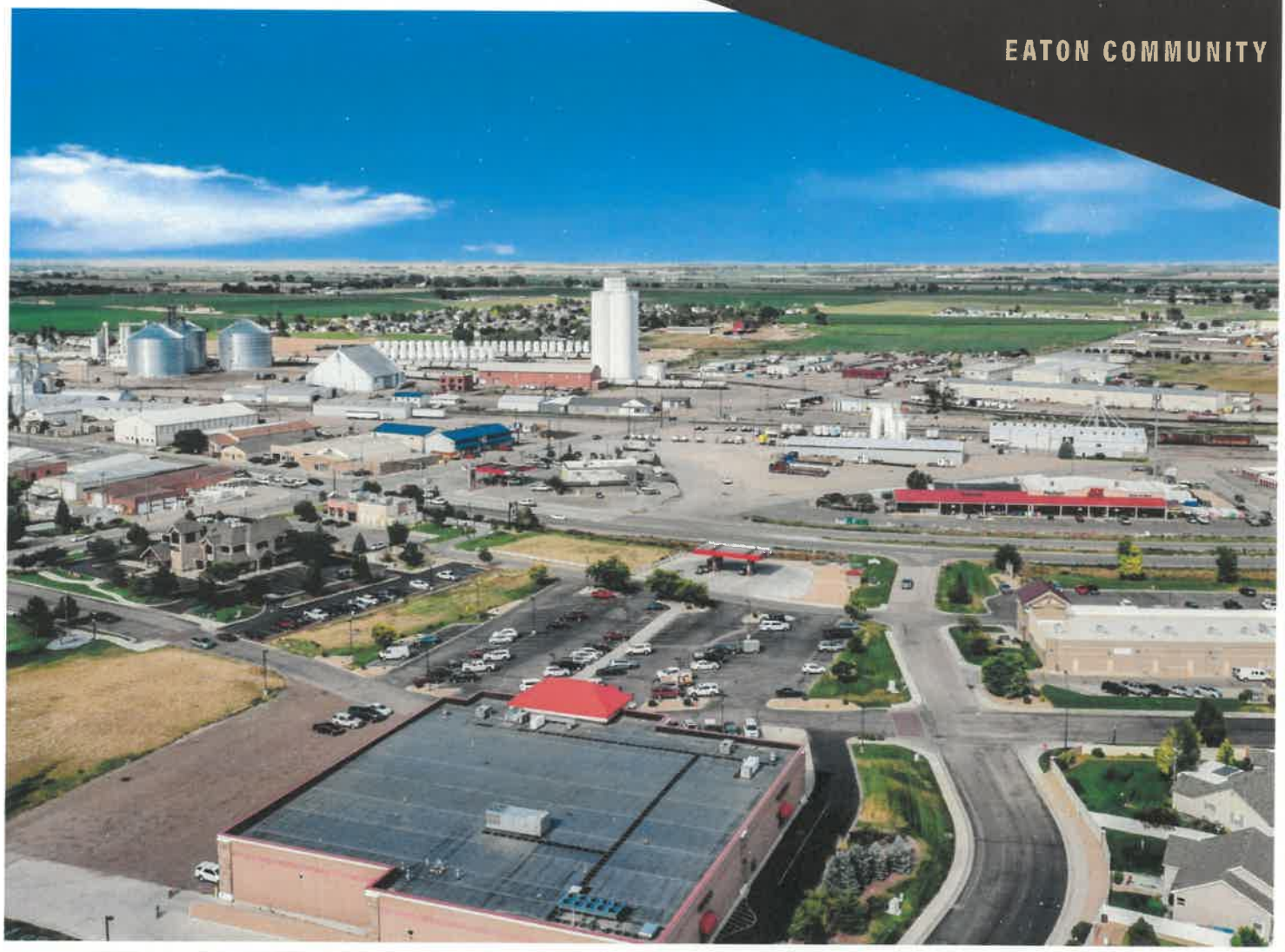
This Downtown Revitalization Plan provides a picture of the future as seen by the Town, Hometown Revitalization Committee, and community members.

This project will be reviewed by Town staff under all applicable regulations, ensuring it considers ADA accessibility and pedestrian safety and visibility.

NOTE: Handicap parking spaces and ADA design improvements to be coordinated with construction documents.

5 | ACKNOWLEDGMENTS

Many individuals and volunteers contributed to the development of this plan, including the public participation from the community. A special thank you to all individuals involved in an on-going basis.



HOMETOWN REVITALIZATION COMMITTEE

Weston Hager, Chair
Elizabeth Perkins, Secretary
Liz Heid, Trustee
Elaine Giersch, Member
Dawn Hass, Member
Marq Nichols, Former Member
Lanie Isbell, Former Member
Lynn Akney, Former Member
Liz Godsey, Former Member

TOWN OF EATON

Wesley LaVanchy, Interim Town Administrator
Greg Brinck, Assistant Town Administrator
Jane Winter, Town Clerk
Jeff Schreier, Former Town Administrator

Karla Winter, Commissioner - Chair
Bond Baiamonte, Commissioner
Brad James, Commissioner
Glen Babcock, Commissioner
Jason Radke, Commissioner

Scott Moser, Mayor
Liz Heid, Mayor Pro-Tem
Coby Gentry, Trustee
Karla Winter, Trustee
Glenn Ledall, Trustee
Lee D. Griffith, Trustee
Nina Lewis, Trustee

BASELINE ENGINEERING CORPORATION

Vince Harris - AICP, Principal Planner
Kortney Harris, Landscape Designer II
Lauren Richardson, Associate Planner

Town of Eaton

Established in 1892

TOWN OF EATON, COLORADO
PLANNING COMMISSION

RESOLUTION NO. 2023-01

A RESOLUTION ADOPTING AN AMENDMENT TO THE TOWN OF EATON COMPREHENSIVE PLAN TO INCORPORATE THE DOWNTOWN REVITALIZATION PLAN

WHEREAS, pursuant to C.R.S. § 31-23-206 and Section I of Chapter VII of the Eaton Municipal Code, the Town of Eaton Planning Commission is required to make and adopt a comprehensive plan for the Town of Eaton ("Town"); and

WHEREAS, by Resolution No. 2020-01, the Planning Commission adopted the Town of Eaton Comprehensive Plan, dated September 10, 2020 ("Comprehensive Plan"), and by Resolution No. 2020-18, the Town of Eaton Board of Trustees approved the adoption of the Comprehensive Plan; and

WHEREAS, Vince Harris, of Baseline Engineering Corporation, a Colorado corporation, the Town Planner, after conferral with Town staff and the public, recommends that the Planning Commission adopt an amendment to the Comprehensive Plan to incorporate the Downtown Revitalization Plan, a copy of which is attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, on April 6, 2023, after due notice, the Planning Commission conducted a public hearing regarding adoption of the Downtown Revitalization Plan; and

WHEREAS, after review of the Downtown Revitalization Plan and based on the evidence presented during the hearing, the Planning Commission desires to adopt an amendment to the Comprehensive Plan to incorporate the Downtown Revitalization Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE TOWN OF EATON, COLORADO, THAT:

Section 1. The Downtown Revitalization Plan, attached as Exhibit A, is hereby adopted, and the Comprehensive Plan of the Town of Eaton, dated September 10, 2020, is hereby amended to incorporate the Downtown Revitalization Plan.

Section 2. To the extent of a conflict between the Eaton Comprehensive Plan, dated September 10, 2020, adopted by Resolution No. 2020-01, and the Downtown Revitalization Plan, the terms of the Downtown Revitalization Plan shall control.

Section 3. An attested copy of the amended Comprehensive Plan shall be certified to the Town of Eaton Board of Trustees and to the Weld County Board of Commissioners and, upon the approval of such bodies, filed with the Weld County Clerk and Recorder.

Section 4. All Resolutions, or parts thereof, in conflict with this Resolution are hereby repealed, except that such repealer shall not repeal the repealer clauses of such Resolutions nor revive any Resolution thereby.

Section 5. This Resolution shall be in full force and effect on and after the date of its passage and adoption.

PASSED, SIGNED, APPROVED, AND ADOPTED this 6th day of April, 2023.

Karla Winter, Chair

ATTEST:

Margaret Jane Winter, Town Clerk

TOWN OF EATON
INCORPORATED A.D. 1921
SEAL
COLORADO

TOWN OF EATON, COLORADO
RESOLUTION NO. 2023-07

RESOLUTION APPROVING AN AMENDMENT TO THE TOWN OF EATON COMPREHENSIVE PLAN TO INCORPORATE THE DOWNTOWN REVITALIZATION PLAN

WHEREAS, the Town of Eaton, Colorado (the "Town") is a municipal corporation duly organized and existing under the Constitution and laws of the State of Colorado; and

WHEREAS, the Town Board of Trustees ("Town Board") constitutes the legislative body of the Town with authority to set the policies of the Town; and

WHEREAS, pursuant to C.R.S. § 31-23-206 and Section I of Chapter VII of the Eaton Municipal Code, the Town of Eaton Planning Commission is required to make and adopt a comprehensive plan for the Town of Eaton; and

WHEREAS, by Resolution No. 2020-01, the Planning Commission adopted the Town of Eaton Comprehensive Plan, dated September 10, 2020 ("Comprehensive Plan"), and by Resolution No. 2020-18, the Town of Eaton Board of Trustees approved the adoption of the Comprehensive Plan; and

WHEREAS, Vince Harris, of Baseline Engineering Corporation, a Colorado corporation, the Town Planner, after conferral with Town staff and the public, recommended that the Planning Commission adopt an amendment to the Comprehensive Plan to incorporate the Downtown Revitalization Plan, a copy of which is attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, on April 6, 2023, after due notice, the Planning Commission conducted a public hearing regarding adoption of the Downtown Revitalization Plan; and

WHEREAS, subsequent to the public hearing, the Planning Commission adopted the Downtown Revitalization Plan and thus a corresponding amendment to the Comprehensive Plan; and

WHEREAS, C.R.S. § 31-23-208 provides that, after adoption, "an attested copy of the plan or part thereof shall be certified to each governmental body of the territory affected and, after the approval by each body, shall be filed with the county clerk and recorder of each county wherein the territory is located;" and

WHEREAS, pursuant to C.R.S. § 31-23-208, the Planning Commission has hereby provided an attested copy of the amended Comprehensive Plan to the Town Board for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF EATON, COLORADO, THAT:

Section 1: The Town of Eaton Planning Commission's adoption of the amendment to the Comprehensive Plan of the Town of Eaton, dated September 10, 2020, to incorporate the Downtown Revitalization Plan, attached as Exhibit A, is hereby approved.

PASSED, SIGNED, APPROVED, AND ADOPTED this 20th day of April, 2023.

TOWN OF EATON, COLORADO

ATTEST:

By:_____
Margaret Jane Winter, Town Clerk

By:_____
Scott E. Moser, Mayor

NEW BUSINESS

Eaton Town Board

Agenda Item

TO: Board of Trustees	
FROM: Greg Brinck, Assistant Town Administrator	
DATE of MEETING: April 20, 2023	
TITLE/SUBJECT: Downtown Streetscape Design	

DESCRIPTION

The Town of Eaton, through the Hometown Revitalization Committee, contracted with Baseline Engineering to develop a concept plan for a new downtown streetscape. Northern Engineering has provided the attached proposal to create design plans from the concept plan.

SUMMARY

Northern Engineering has provided the attached proposal to create construction plans for a total of $237,500. The Town budgeted $2,000,000 in 2023 for the design and partial construction of this project. The Town does not anticipate construction will happen until 2024. The Town received a $110,000 grant for the design expenses and $1,150,000 grant for construction.

KEY POINTS

- Northern Engineering will provide final design plans to the Town to include the full scope of the concept providing phased, 30, 60, 90 and 100% plans.
- Coordinate with CDOT for review and retain documentation required for construction grant reimbursement
- Construction administration will be a separate service agreement with Northern

COST & BUDGET

The proposal is $237,500 which is currently budgeted for the project. The total cost to the Town will be $127,500 because the Town has received a $110,000 grant for design.

RECOMMENDATION

Staff recommends the Board approve the Downtown Streetscape Improvements agreement.

March 21, 2023
Mr. Greg Brinck
Eaton Assistant Town Administrator
223 1st Street
Eaton, CO 80615

RE: DOWNTOWN STREETSCAPE IMPROVEMENTS, EATON, COLORADO
NORTHERN PROJECT #1127-823:TE23-01

Dear Mr. Brinck,

Thank you for allowing Northern Engineering (Northern) to present this proposal for engineering and survey services, and being the overall project lead for landscaping, electrical, structural, geotechnical, and environmental consulting services required for the Downtown Streetscape Improvements project.

SCOPE OF SERVICES

Based on discussions with Town staff, we have created a fee estimate for Engineering, Surveying, and Subconsultant services to reconstruct 1st Street for approximately two blocks in length, from Highway 85/Oak Street through Maple Avenue, in general accordance with the Eaton Hometown Revitalization Plan by Baseline Engineering Corporation. The plans will be submitted to the Colorado Department of Transportation (CDOT) for their review with a cursory review by the Town of Eaton.

Existing improvements will be removed and replaced with a new roadway surface, widened sidewalks, pedestrian and landscape improvements at intersections (bulb-outs), parklets, a public plaza/gathering space east of the Police building, gateway features/signage, Edison lighting, ornamental pedestrian lights, hanging flower baskets, planter pots, benches, and trash receptacles.

In general, the scope of service includes topographic survey, geotechnical services, electrical services, civil design, urban design, landscape design, gateway design, irrigation design, and structural design services. The design process will include project management, conceptual design, progress submittals (30%, 60%, and 90%), bid documents, opinions of cost, bidding assistance, and construction administration services.

PHASE 1

TOPOGRAPHIC BOUNDARY SURVEY

1. Provide a topographic survey of the project site (approximate limits of topography shown in red on the attached Exhibit 1) with the following inclusions:
    a. Locate all trees, structures, grade breaks, fences, buildings, stoops, concrete, curb & gutters, manholes, inlets, valves, and other permanent features readily identifiable on the ground within the limits. Size, depth, and type of pipes will be determined as measured through accessible manholes and inlets.
    b. The horizontal location of underground utilities will be depicted by surveying the markings on the ground provided by a private utility locating company:
        i. Northern will hire a private utility locating company to mark the location of underground utilities in the field; this fee will be billed as a reimbursable expense at cost plus 10%.
        ii. Subsurface utility locates will follow industry guidelines and standard of care. The completeness and accuracy of underground utilities cannot be guaranteed.
    c. Establish horizontal (assumed coordinates) and vertical (Published Datum) control points throughout the site for future use.

2. ROW/Boundary (Full ROW Width) with the following assumptions:
   a. The location of existing property corner monuments found will be documented. Property lines and easements will be drawn, based on found monumentation and as disclosed by public records research such as subdivision plats, easements, annexations, etc; a "Land Survey Plat" is not being prepared, and no missing property corner monuments will be set.
   b. Should specific private property(s) have an apparent discrepancy and/or dispute, a recent title commitment of the subject property and copies of the B-2 Exceptions will be ordered by Northern Engineering. Work related to Title Research, Coordination of Title Commitments, and ordering of a Title Commitment will be completed on a Time and Expense basis, as needed.

PRELIMINARY (30% DESIGN)

In general, the design services will conform to CDOT standards and include urban design, landscape design, gateway design, irrigation design, structural design, electrical design, and civil design to produce the following deliverables:

1. Preliminary Design Plans are anticipated to include the following drawings:
   a. Cover Sheet
   b. General Notes
   c. Quantity Tabulation Sheet
   d. Existing Conditions and Demolition Plan
   e. Typical Sections
   f. Overall Utility Plan
   g. Overall Grading Plan
   h. Roadway Centerline Plan and Profiles
   i. Paving Plan
   j. Roadway Signage & Striping
   k. Site Plan
   l. Landscape Plan
   m. Electrical Plan
   n. Irrigation Plan
   o. Structural Plan
   p. Construction Details
2. Preliminary stormwater analysis to determine approximate offsite basin flows from adjacent streets and basin flows generated from the roadway to evaluate existing storm inlets and possible storm inlet realignments
3. Initial notification and coordination with existing utility providers within the planned improvements.
4. Work with Town staff to determine priorities and to define Phase 1 improvements.
5. Preliminary Opinion of Probable Cost based on the defined concept.
6. Preliminary geotechnical, environmental, landscape, irrigation, structural, and electrical efforts will be coordinated by Northern.
   a. Geotechnical Engineering Scope includes the evaluation of the roadway design section to accommodate vehicles utilizing the roadway. Northern's surveyors will stake six (6) bore locations along 1st Street for exploration and report.
   b. Environmental Scope includes preparation to conduct a CDOT Initial Site Assessment (881), and evaluating the "no findings" of Biological and Historical Resources.
   c. Landscape/Irrigation Scope includes developing concepts for the 1st Street and public plaza, discussing preliminary concepts with Town staff, and preparing site plans.
   d. Electrical Scope will coordinate and develop conceptual lighting systems and possible phased systems of existing conditions.

PHASE 2

FIR (60% DESIGN), FOR (90% DESIGN), AND CD (100% DESIGN)

The final scope will be determined after Preliminary Plans has been completed and reviewed by CDOT and the Town. In general, the design services will conform to CDOT standards and include the following deliverables:

1. Final Design Plans are anticipated to include the following drawings:
   a. Cover Sheet
   b. General Notes
   c. Quantity Tabulation Sheet
   d. Existing Conditions and Demolition Plan
   e. Typical Sections
   f. Overall Utility Plan
   g. Overall Grading Plan
   h. Roadway Plan and Profiles
   i. Curb and Median Flowline Profiles
   j. Roadway Cross Sections
   k. Paving Plan
   l. Landscape Plan
   m. Electrical Plan
   n. Irrigation Plan
   o. Structural Plan
   p. Traffic Control Plans
   q. Roadway Signage & Striping
   r. Intersection Details
   s. Storm Plan & Profiles
   t. Construction Details
   u. Special Project Details
   v. Erosion Control Plan & Details
2. Final coordination with existing utility providers within planned improvements.
3. Standard Specifications and Project Special Specifications
4. Final Opinion of Probable Cost.
5. Final geotechnical, environmental, landscape, irrigation, structural, and electrical efforts will be coordinated by Northern.
   a. Geotechnical Engineering Scope includes final evaluation of the roadway design section to accommodate vehicles utilizing the roadway.
   b. Environmental Scope includes finalizing a CDOT Initial Site Assessment (881), and evaluating the "no findings" of Biological and Historical Resources.
   c. Landscape Scope includes final design for the 1st Street and public plaza and preparing site plans
   d. Irrigation Scope includes calculating the irrigated areas, verifying ET data for the Town, calculating peak season and annual ET for the project, and coordinating the location and size of future connections.
   e. Structural Scope includes designing street light pole foundation and base design, designing Gateway structure will columns and arch beam, parklet structure, seat walls, and other miscellaneous site walls/curbs.
   f. Electrical Scope includes final design of power distribution, photometrics, lighting control and, lighting systems.
6. Written responses to Town and CDOT comments will be provided.

PHASE 3

CONSTRUCTION ADMINISTRATION

Estimated scope and fees for Construction Project Management has been included in this proposal:

1. Preparation of the Bid Form and Request For Bids
2. Preparation of Bid Addendum(s)
3. Preparation of the Bid Tabulation
4. Bid Negotiations
5. Weekly Construction Observation
6. Review of schedules, submittals, field orders, pay applications, etc.
7. Attendance at Owner/Contractor (OC) meetings
8. Construction record keeping
9. Closeout documents

ASSUMPTIONS

1. Northern will act as the overall Lead Consultant in coordinating and managing the project during design, bidding, and construction.
2. Project team will attend a project kick-off meeting, tour project site, photograph existing conditions, and verify survey information.
3. Northern is not responsible for the accuracy of utility and structure information that is not visible or cannot be verified by Northern by direct survey measurement.
4. Roadway improvements will incorporate the Eaton Hometown Revitalization Project - Downtown Streetscapes Improvements by Baseline from the Grant application, including improved safety features like pedestrian bulb-outs with ADA ramps, crosswalk striping, drainage, lighting, and landscaping.
5. Stormwater detention and water quality treatment will not be required.
6. Plans and Specifications will be in CDOT format.
7. Virtual meeting attendance includes:
   a. Ten (10) design coordination meetings
   b. Two (2) with CDOT/Review Agency
8. In-person meetings include:
   a. Two (2) with abutting property owners
   b. Two (2) with Town Board members
9. Northern will provide meeting agendas and minutes
10. Design team will attend the Pre-Bid Meeting to assist the Town in presenting the project to potential bidders.
11. Design team will assist in the preparation of Bid Addendum(s).
12. If project design and/or construction is phased, additional scope and fees will be required.
13. Scope of work includes coordination of banner locations and banner arms. Banner graphics and banners will be designed by others.
14. Stand-by time and/or time spent on activities that are canceled without prior notice, re-testing, and re-inspections required of the Geotechnical Engineer will be billed as Time and Expense.

EXCLUSIONS

The following items are not included under Northern Engineering's Scope of Work and fees for this project:

1. Revising plans or other documents when such revisions are:
   a. Inconsistent with approvals given previously by Client, including revisions made necessary by adjustments in Client's Program or to bring the construction cost within any limitation imposed by Client.
   b. Required by enactment, revised interpretation, jurisdictional differences in interpretation, or revisions of codes, zoning, or building ordinances, laws, or regulations after the preparation of such documents, or additional costs caused by delays resulting from such occurrences.
   c. A result of the Client's failure to render decisions in a reasonable and timely manner.
   d. A result of Scope changes beyond the control of Northern Engineering.
   e. A result of changes required by the Contractor's default, defects in the Contractor's work, or replacement of any work damaged during construction.
2. Reports NOT REQUIRED/SCOPE: Ecological Characterization Study, traffic study, etc.
3. Additional easement and/or right-of-way creation or acquisition are not included. If required, this will be billed on a Time and Expense basis.
4. Coordination and/or negotiations with neighboring property owners will be performed by others (i.e., Client or Client's representative).
5. Improvements outside the public right-of-way.

6. Architectural features (kiosk, arbor, pavilions, etc.)
7. Presentation graphics
8. Coordination with artists
9. Water feature mechanical design/engineering
10. Irrigation well and/or well pump design/engineering
11. Non-potable distribution system (pumps, piping, etc.) design/engineering
12. Irrigation booster pump design/engineering
13. Irrigation Record drawings/documents
14. Fees (Town, Utilities, Permits, etc.)
15. Subsurface Utility Engineering (SUE)
16. Utility design, improvements, replacements, relocations, and/or easements, unless otherwise defined in the scope of work.

FEE SCHEDULE

TASK	FEES
PHASE 1	
PRELIMINARY (30% DESIGN) & SURVEYING	$ 113,000
PHASE 2	
60%/90%/PS&E DESIGN	$ 124,500
TOTAL FEES	**$ 237,500**
PHASE 3	
CONSTRUCTION ADMINISTRATION (ESTIMATED)	$50,000 - 70,000

Northern proposes to provide the services outlined above on a fixed-fee basis, which includes subconsultant fees and expenses at cost plus 10%. Any additional work outside the above Scope will be addressed by an Additional Service Agreement, the terms of which will be determined when the service is requested. The Construction Administration Phase is a fee range estimate for budgeting purposes only and will be charged at Time and Expense.

Should the Town so desire, Northern can provide detailed scope and fees for the respective sub-consultants upon request.

If the Town is in agreement with the proposed Scope and fees, please execute below and return the signed document to me. Please let me know if you have any questions.

Sincerely,
NORTHERN ENGINEERING SERVICES, INC.

BRADLEY A. CURTIS, PE, CPM, LEED AP
Director of Municipal Services / Vice-President

By signing below, the **TOWN OF EATON** gives **NORTHERN ENGINEERING** Authorization to Proceed with the **DOWNTOWN STREETSCAPE IMPROVEMENTS** project.

BY:_____

_____

TITLE DATE

ATTEST *(if required by the Town):*

BY: _____

_____

TITLE DATE

1127-001.TE23-01 Eaton Main Street
Topographic Survey and Utility Locate Limits - Approximate
Google Earth
300 ft
N

Eaton Public Library Trustee Vacancy

BACKGROUND

Eaton Public Library currently has a vacant trustee position following the retirement of Julie Finn at the completion of her 8-year term in March 2023. This packet outlines the process used to fill this vacancy and the Library Board's selection and recommendation of a qualified candidate.

Seven applications were received from candidates residing in the RE-2 school district boundaries, which also serves as Eaton Public Library's service area. Five candidates were scheduled for in-person interviews with the Library Trustee Vacancy Committee and Library Director on March 20th. A recommendation from the committee was shared with the Library Board for review and discussion at the April 5th regular board meeting.

RECOMMENDATION

The Library Board recommends candidate Emily Wallin to fill a 5-year term beginning May 2023. Should Emily be unwilling or unable to serve, the Library Board recommends candidate Julie Damrell as an alternate.

RATIONALE

Emily Wallin is a high school English teacher in Greeley and has been teaching for over 20 years. She has a Masters in Liberal Studies, has served as the department chair in two high schools, as district director of Rocky Mountain North National Speech and Debate District and has hosted the CO State Speech and Debate tournament. Emily was selected for her dedication to literacy and youth, her willingness to devote time and energy to the library and her skills in listening and debate.

Julie Damrell is a preschool enrichment teacher with over 30 years of elementary education experience in Northern Colorado. She has a Masters in Elementary Education. Julie has volunteered as a reading tutor for the past decade and has served as the Eaton Education President. Julie was selected for her service to the Eaton community, her extensive experience supporting youth literacy and her skills in teamwork and creative thinking.

Applications

Enclosed are applications for the following seven candidates:

- Emily Wallin
- Julie Damrell
- Will Spaid
- Lynette Deuschle
- Jhett Ottley
- Becca Mahoney
- Stephanie Train

EATON PUBLIC LIBRARY

Library Advisory Board of Trustees
Application

The mission of the Eaton Public Library is to provide professional library services and resources to meet the evolving educational, recreational, and informational needs of the public in an historical setting.

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Name: Emily Wallin

Home Address: 349 Sycamore Ave.

City/State/Zip: Eaton, CO 80615

Phone: 720-244-1944

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must resided in this service area to qualify for consideration*): X Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees: There are several reasons for seeking an appointment to the Eaton Public Library Advisory Board of Trustees. The first is that I love to read and have my whole life. I have fond memories of going to the library as a child to choose books and participate in the fun summer reading activities. In June I spent time with my nieces, who live in Paducah, KY. Their library does amazing interactive activities for children in the summer, and I have been think about other ideas that could be done, but I have no outlet for these ideas. I am also interested in becoming more involved in the Eaton community, and doing so through the Library Board of Trustees is the best way for me to do so. I am beginning my 21st year as a high school English teacher, so I believe my experience and knowledge will be a positive addition to the Board of Trustees.

Employment and Education Summary:
2014-present: Greeley-Evans School District 6; Northridge High School Language Arts teacher
2003-2014: St. Vrain Valley School District; Niwot High School Language Arts teacher
2001-2003: Weld County RE-1J School District: Weld Central Junior/Senior High School Language Arts Teacher

Masters in Liberal Studies, University of Denver, 2014
Bachelors of Science in English, Radford University, 2001

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*):

- I have been department chair in both of high schools.
- I was the district director for the Rocky Mountain North National Speech and Debate District.
- I ran and hosted the Colorado State Speech and Debate Tournament.
- I am the Literacy Lead for Northridge High School

Other information you would like to share for consideration *(skills, qualities, etc.)*

I am a strong team player who knows when to step up as a leader or sit back and listen. I am calm and logical in face of problem solving and conflicts. I am exceptionally organized.

Please list two references below (*name, relationship, and contact information*):

Josh Seematter, colleague and friend, 785-230-0705 or jseematter@greeleyschools.org

Adam Kohn, colleague/Assistant Principal, 720-252-3035 or akohn@greeleyschools.org

Signature

_____

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

Eaton Public Library – Board of Trustee Application

Application is due: April 15th

The mission of the Eaton Public Library is to provide professional library services and resources to meet the evolving educational, recreational and informational needs of the public in a historical setting.

The Board usually meets the first Wednesday of each month at 5:30 p.m. Members have work sessions, library events and other meetings which will require participation at various times throughout the year.

Name: Julie Damrell

Address: 117 Park Ave Eaton, Co 80615

Home Phone: _____ Office or Cell Phone: 970-371-6346

Email Address: juliedamrell@me.com

Education: Masters in Elementary Education

My home address is within the Eaton RE-2 School District X Yes ___ No
(Trustees must reside in the Eaton RE-2 School District Boundaries)

Employment Summary:
Elementary Education Teacher Poudre School Dist 1979-94
Elementary Education Teacher Eaton School District 1994-2009
Preschool Enrichment Teache 2021-pres

Reason for seeking an appointment to the Eaton Public Library Board of Trustees:
The Eaton Library provides a variety of services to the community. I would like to see this continue as well as deal with current issues facing the Library.

State the qualities you feel you could bring to the Library Board:
1) I promote caring
2) I'm proactive
3) I am a forward thinker

Volunteer and civic involvement:
- Member of Task Team 2019 School Board Bond Issu
- Math enrichment tutor/volunteer grades K, 2, 3, and 5 (Eaton schools) 2011-2020
- Reading enrichment tutor/volunteer grades K, 2 and 3 (Eaton schools) 2011-2022
- Volunteer tutor for reluctant readers Elementary grades 2011-2022

EATON PUBLIC LIBRARY

Additional comments relevant to appointment to this Board:
I served as Eaton Education President, so I dealt with a variety of issues. I have taken Conflict Resolution Training.

Please list two references with contact information:

1. Scott Moser
(970) 978-0144

2. DeAn Dillard
(970) 454-2983

Julie Damrell
Signature

For more information, please contact: Brenda Carns, Eaton Public Library Director.

Please return this completed form Attention: Brenda Carns, Library Director, Eaton Public Library, 132 Maple Avenue, Eaton, CO 80615.

Or return by email at bcarns@highplains.us

EATON PUBLIC LIBRARY

Library Board of Trustees Application

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Name: Will Spaid

Home Address: 1650 Pioneer Place

City/State/Zip: Eaton, CO 80615

Phone: (970) 492-5598

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must reside in this service area to qualify for consideration*): _X_Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees:

ant to continue to support my local library and community as my family of 8 has been actively engaged for the past 6 years. I am looking for a ɔortunity to utilize the skills learned in my 16 years as a Senior Noncommissioned Officer in the United States Air Force and the techniques ned from my Bachelor's of Management to serve the Town of Eaton.

Employment and Education Summary:

n currently a Colorado Air National Guard Flight Chief, responsible for the day-to-day security of $1.5 billion in National Security Assets and 3(ilian and military personnel. I manage the personal and professional development of 7 subordinate team members and advise senior dership on issues affecting the strategic mission of Colorado's Air National Guard. I spent 3.5 years responsible for advising on the honesty, iability, and trustworthiness of 300+ people in the handling of classified information. I earned my Bachelor's of Management in December 202 m American Military University.

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*):

m currently the volunteer project manager for a ceremony to celebrate new Air Force SNCOs. This is an eight month process where I am anaging approximately 25 volunteers to plan this ceremony for 250-300 guests with a budget of $20,000-25,000. I will also be coaching my sor 5 year old soccer team through Eaton Area Community Center 27 March-13 April. From 2014-2019 I was the base organizer and trainer for nor Flight Northern Colorado volunteer efforts. I was responsible for coordinating 10+ different workers twice a year to assist with loading an nsportation of military veterans as they flew from Denver to Washington, D.C. During this period we safely facilitated the celebration of 1400 etnam, World War II, and Iraq Purple Heart recipients.

Other information you would like to share for consideration (*skills, qualities, etc.*):

:e to think outside of the box - "That's the way we've always done it" is the antithesis of innovation and I strive to leave people and places bett ın I found them. My job as a SNCO in the Air Force is to be the voice of people who don't feel like they have one and I have never been afraid t :ak my mind in that position and I would bring that same bias to action as an advocate for Eaton Public Library. I prefer a proactive approach t› ›blems. Over the last week, I have read through past meeting minutes and have several ideas that I plan to present to the Board. I care about ›ple and my community. I am not afraid to put in hard work or to speak up on behalf of those who need it. I have relevant education and ›erience that will help propel the Eaton Public Library's mission and vision.

Please list two references below (*name, relationship, contact information*):

1. Jeffrey Clark, Friend/Former Supervisor, (970) 405-2029, jeffrey.clark.27@us.af.mil

2. Robert Denham, Friend/Coworker, (502) 994-1911, robert.denham.2@us.af.mil

Signature

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

Will Spaid

spaidw@gmail.com ❖ (970) 492-5598 ❖ Eaton, CO

WORK EXPERIENCE

Colorado Air National Guard **June 2020 – Present**
Flight Chief *Greeley, CO*

- As a Flight Chief, I oversee day-to-day security, people management, and operations decisions affecting 350 people and $1.5B in national security assets on a 17-acre installation.
    - Directly managed 43,000 hours of physical security measures; specialized in Electronic Surveillance Systems, Access Controls, and Badge Management.
- Spearheaded cross-functional working groups that recreated the unit promotion process producing 9 promotions, 1 MS, 2 BA/BS, and 10+ AAs degrees for 32 salaried and 9 hourly employees.
- Demonstrated a consistent bias to action responsible for innovating the operations schedule and an overall 15% decrease in average hours worked without degrading security.

United States Air Force **Sep. 2019 – June 2020**
Element Leader *Al Udeid Air Base, Qatar*

- Oversaw 2nd largest Middle East Vehicle Search Area ensuring the security of 9,600+ personnel and the protection of $10B in property and US/coalition military assets.
    - Created Covid-19 safety measures that ensured the efficient inspection of over 8000 vehicles and people.
- Collaborated with senior international partners and overhauled training/evaluation practices reducing time strain by 95%.

Colorado Air National Guard **Dec. 2018 – Aug. 2022**
Chief, Standardization Evaluation *Greeley, CO*

- Managed 11-person, multi-function team responsible for evaluating 100+ members over 700 times and facilitating an overall pass rate of 98%.
    - Advocated innovative techniques to leadership that streamlined the evaluation process and decreased overall workload by 70%.

Colorado Air National Guard **Oct. 2014 – Jan. 2018**
Information Security Program Manager *Greeley, CO*

- Managed Information Security, Personnel Security, and Industrial Security programs for 1500+ personnel across 2 locations.
    - Advised 10 commanding officers on NISPOM, installation access, and security clearance technical issues. Reduced overall security incidents 100% by the end of my second year.

Colorado Air National Guard **March 2007 – Aug. 2019**
Flight Sergeant *Greeley, CO*

- Championed Risk Management procedures and led 8 team members in training, incident response, and physical security practices ensuring the safety of 350 personnel and the protection of $1.5B+ in one-of-a kind, USAF national security assets and $600K in weapons and ammunition.

EDUCATION

American Military University **Dec. 2022**
Management (BA). Leadership Concentration. *Charles Town, WV*

- 3.9/4.0 GPA; 4x Dean's List; Golden Key International Honour Society

EATON PUBLIC LIBRARY

Library Board of Trustees Application
Five Year Term through 2028

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Name: Lynette Deuschle

Home Address: 1263 Swainson Rd

City/State/Zip: Eaton Co 80615

Phone: (970) 988-3283

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must reside in this service area to qualify for consideration*): X Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees:
I have loved spending time reading books, attending library books, spending large amounts of time at my hometown library as a child. I continue enjoying Eaton Public Library. I have also shared the love of books and libraries with my children & granddaughter. I want to give back to the Eaton Community as this library.

Employment and Education Summary:
I am the director at Faith Preschool. I have been in the Early childhood field for 30 years. B.S. Elementary Education

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*):
PTO Treasurer at Green Elementary in Minneapolis, MN 2yrs
PTO President at Mt. Calvary School in Richfield, MN 2yrs
Fundraising commitee member of my local child care association. 3years
Vice President of Viewpointe HOA - 6years
Ran for Trustee for the town of Wellington in ~~2017~~ 2016.

Other information you would like to share for consideration (*skills, qualities, etc.*):

I am a good listener, Avid reader, team player and like to meet new people.

Please list two references below (*name, relationship, contact information*):

1. Nomie Ketterling, We were on the Faith Preschool Board together (970)381-3417
2. Hilary Maars, Coworker, (970)371-1039

Lynette Dast

Signature

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

EATON PUBLIC LIBRARY

Library Board of Trustees Application

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Name: Jhett Ottley

Home Address: 512 Maple Ave

City/State/Zip: Eaton Colorado, 80615

Phone: 760-477-3979

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must reside in this service area to qualify for consideration*): _x_Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees: My family uses and loves the Eaton library, we go there at least two times a week. Our three year old especially gets a lot of enjoyment from the library. I would like to help guide the library and become a bigger part of the community.

Employment and Education Summary: Real Estate Agent with You1st Realty. Before this I managed many kitchens as Executive Chef or Kitchen Manager. Completed two Years at University of Wyoming.

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*): I have not served on other boards or commissions, my family just settled down here a few years ago and I was hoping to get my start with the Eaton Public Library. As far as volunteer work, I have done many landscaping projects for my hometown in Wyoming.

Other information you would like to share for consideration (*skills, qualities, etc.*): I have worked with the public for many years , which has given me well honed interpersonal skills. Working in kitchens has given me great organization skills and the ability to multitask. My hobbies have also given me experience with all things computers.

Please list two references below (*name, relationship, contact information*):

1. Lucas Skog, Past Co-worker(works for VFA) 307-799-7367

2. Paul Tholl, Past Co-worker(works as an Educator) 307-679-4023

Signature

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

EATON PUBLIC LIBRARY

Library Advisory Board of Trustees Application

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Name: Rebecca Mahoney

Home Address: 12733 County Road 76

City/State/Zip: Eaton, CO 80615

Phone: 970-506-0366

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must reside in this service area to qualify for consideration*): _X_Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees:

I believe it's important to be involved in serving your community. I've always been interested in being on the library board but haven't been able to in the past due to my children's activity schedules. My children also love the library and books in general (it's one of their favorite places), so it makes sense to serve in an area my family is passionate about.

Employment and Education Summary:

I have a Bachelor's Degree in Sociology and a Master's Degree in Elementary Education. Both degrees are from the University of Northern Colorado. I'm also currently licensed as a K-6 teacher in Colorado.

My past employment includes being a bookkeeper at Kramer's Wedge Store in Kersey, working for Social Services through Care House, and teaching 3rd Grade at Pete Mirich Elementary School in LaSalle.

I'm currently employed as a substitute teacher for Aurora Public Schools at the Greeley Options campus. I'm the operator and manager of our farm (Twin Groves Farm). I also homeschool our children fulltime.

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*):

As a family we have volunteered at the Weld County Food Bank and served the His Little Feet Choir for many years. I annually volunteer at the Windsor Balloon Event during the Harvest festival. I also teach 4th grade Sunday School at our church.

Other information you would like to share for consideration (*skills, qualities, etc.*):

I'm a very organized person and am very detail oriented.

Please list two references below (*name, relationship, contact information*):

1. Jillian Misuraca (970-988-2078)

   Relationship: Employer at Aurora Public School/Greeley Options

2. Cami Shupe (970-702-1056)

   Relationship: Children's Ministry Director at EFC of Eaton where I teach 4th Grade Sunday School

Signature

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

EATON PUBLIC LIBRARY

Library Board of Trustees Application

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Name: Stephanie Train

Home Address: 665 E 4th Street Rd

City/State/Zip: Eaton. CO 80615

Phone: 720-879-2498

My home address is within the Eaton Public Library's service area as defined by the RE-2 School District Boundaries (*trustees must reside in this service area to qualify for consideration*): X Yes __No

Reason for seeking an appointment to the Eaton Public Library Advisory Board of Trustees:

Georgia Sipes is the reason why I want to join the library board in Eaton. Georgia was a librarian at Jefferson County Library in Lakewood Colorado from 1982 until the 2010s and she was 'my' librarian from 5th grade through high school. The library wasn't just a house for books, but a community gathering place, a refuge. As a child growing up in the 70s and 80s, the library was a safe place for me after school where I could read for hours, avoid the bullies who sometimes tormented me, and find like-minded souls to share stories with. I want to be a part of that world as an adult. When Georgia passed away last year, I remembered her fondly as the reference librarian who could find anything. Maybe, if I am lucky, I can be half the community supporter and kind human that Georgia was.

Employment and Education Summary:

B.A. Writing (fiction) & Literature; M.F.A. in Creative Writing (fiction); M.Ed. In Adult Education (narrative learning)
Current: Aims Community College (Teacher: College Composition; Technical Writing; Literature; World Mythology, Modern World, Film
Former: CSU Instructor: Creative Writing, World Mythology, Technical and Business Comm/Writing
CSU Community Literacy Center: Assistant Director; CSU CYCLES PROJECT: Administrative Research Assistant

Civic Involvement (*please list other boards and commissions you've served on, volunteer work, offices held, affiliations, etc.*):

Volunteer Writing Facilitator:

- Larimer County Detention Center - taught creative writing and literature to women's/men's groups
- Turning Point Youth Facility (Fort Collins) - taught creative writing to at-risk teens

Poudre High School: *Kaleidoscope* Magazine Fiction Board Member / Judge

Copper Nickel Literary Magazine (CU Denver): Fiction Board Member

Other information you would like to share for consideration (*skills, qualities, etc.*):

Published fiction/nonfiction writer: published in Tabletop RPG games (White Wolf); Literary magazines (The Berkeley Fiction Review, The Copper Nickel, Transgress Magazine, Women on Writing. Finalist in the Writers of the Future science-fiction/fantasy contest (2013).

Specialized/Technical Training: Teaching & Learning at a distance; Workshop (Writing & Trauma); Workshop (Writing & Violence); Workshop (Understanding Writing, Emotion, and Arts Empathy

General Qualities: love of fiction, literature, libraries in general (the smell of books!)

Please list two references below (*name, relationship, contact information*):

1. **Trai Cartwright: Colorado Film School (Colleague and fellow Writer)**
   Assistant Professor (Creative Writing and Film)
   310-210-9221 / trai.cartwright@gmail.com
2. **Dr. Tobi Jacobi, Colorado State University-former supervisor at the Community Literacy Center**
   Supervisor at the Community Literacy Center (CSU)
   970-491-3344 / tobi.jacobi@colostate.edu

Signature

For more information, please contact: Amber Greene, Eaton Public Library Director 970.673.7988

Please return this completed form Attention: Amber Greene, Library Director, Eaton Public Library, 132 Maple Ave, Eaton, CO 80615

Or return via email at agreene@eatonco.org

STEPHANIE A. TRAIN

EATON, CO 80615 | 720.879.2498 | MSMYTH71@GMAIL.COM

March 16, 2023

To: **Amber Greene**
Eaton Public Library Director @ Eaton Public Library
132 Maple Ave
Eaton, CO 80615
970.673.7988 | agreene@eatonco.org

Re: Eaton Public Library Trustee Application

Dear Amber and Current Members of the Eaton Public Library Board of Trustees

I am writing in application for the position of Library Board Trustee Member at the Eaton Public Library. My application speaks some to my professional and academic accomplishments in teaching writing, facilitating learning-centered educational practices, participating in professional development, and engaging in academic and community service.

I hold two degrees from Colorado State University (CSU), including a Masters of Fine Arts (fiction), and a Masters in Adult Education (narrative learning). I also hold a Bachelors in Fiction/Literature from the University of Colorado Denver. As part of my education during my M.F.A. and M.Ed., I had the professional pleasure of working with Tobi Jacobi in the Community Literacy Center as her assistant director, and a facilitator of the jail-writing workshops held at the Larimer County Detention Center. This work showed me the importance of serving diverse and underserved communities and taught me the value of literacy and outreach.

I have taught composition, creative writing, literature, technical/business writing, mythology, and film courses at Aims Community College (where I now work). I also conduct seminars at Aims through the Writers Community where I help students maneuver through various English writing topics: e.g., MLA and APA style, writing scholarship essays, and seminars on college writing. I have also taught at Colorado State University.

I am the mother of a teen son who loves reading and enjoys visiting the Eaton Library to find books and meet friends to engage in fun activities. I'm also a published fiction, creative nonfiction, and academic writer. Not only do have I have background in literacy, literature, and writing, but I love doing it as well. I'm currently earning a Ph.D. at age 52, studying the new forms of digital storytelling that emerge across social media. It's been a wonderful, enriching journey!

I look forward to discussing how my skills, experience, and literacy motivations might be a good fit for your board. Thank you in advance for your time and consideration, and I look forward to hearing from you. If you require a C.V. or resume of my professional experience, I would be more than happy to provide that information.

Sincerely,

Stephanie A. Train

THE TOWN OF EATON COLORADO	EATON **EATON TOWN BOARD** Report
TO: Town Board of Trustees	
FROM: Chief Kevin Sturch	
DATE OF MEETING: 04/20/2023	
TITLE / SUBJECT: A proposal to add Certified Vin fee to the fee schedule	

DESCRIPTION

The Eaton Police Department sent Officer Pettit to the Certified Vin Inspector training. He is now able to conduct Certified Vin Inspections in the State of Colorado. Certified Vin Verifications differ from the Vin Inspections we already perform and as such the State has set a fee of $50 for the certified verifications. Certified Vin's are more in depth and are conducted on vehicles that require specialized inspections. This fee does not replace the standard fee for non-Certified vin inspections.

SUMMARY

I am asking that you approve this fee as set by the State of $50. This fee cannot be less nor more than $50 as this is the standard set by the State.

KEY POINTS

This will allow us to do these inspections and not send our citizens to other jurisdictions.

RECOMMENDATIONS

Staff recommend adding the fee to the fee schedule as explained.

POLICE SERVICE FEES				Page 8
				Fees
Sex Offender Registration				$20.00
VIN Verification		per verification		$10.00
Certified VIN Inspection		per inspection		$50.00
NSF Fee		per occurrence		$25.00
Court Costs and Surcharges				**Effective: 11 18 2021**
In addition to fines for any violation, the Court may assess the following costs and fees as applicable:				**Fees**
Court Costs				$25.00
Traffic Calming Surcharge on fines under $50.00				$15.00
Traffic Calming Surcharge on fines $50.00 and above				$30.00
Show Cause Order				$25.00
Deferred Sentence/Prosecution				$50.00
Payment plan/SOE				$25.00
Seal records request				$65.00
Jury				$25.00
Warrant				$50.00
Default				$25.00
Warning letter (FTA/FTC)				$25.00
Trial Transcript		minimum deposit		$200.00
Copies of recordings		per CD or audio file		$35.00
Certified copy of any Municipal Court Criminal Justice Record				$15.00
Municipal Court Criminal Justice Records Act Requests		includes search, retrieval and copy/download of up to 10 pages of records		$10.00
		per page thereafter		$0.10
Any search and retrieval requiring redaction or more than 15 minutes		per hour, deposit for estimated amount paid prior to search		$45.00

Fee Schedule for Criminal Justice Records Retrieval				Page 9
Fees are non-refundable.				
Victims of crimes have a right to receive the initial police report(s) at no charge but are subject to fees for any subsequent police reports resulting from further investigation after the initial report(s). This does not include evidence, body worn camera footage, and 911 recordings. All parties are subject to fees for these items. Fees are due before the reports may be released.				
Acceptable methods of payment: Cash, Money Order, Check or Credit/Debit Card.				
All records requests must be accompanied by a signed Application for Release of Criminal Records form.				
Requests may be submitted in person, by mail to Eaton Police Department, 224 1st St., Eaton, CO 80615, or via email at epdreportsrequest@eatonco.org				
Item		**Cost**		**Information**
Search & Retrieval Fee		$4.00		
Redaction/Extended Research/Retrieval		$11.25 per 15 minutes/$45.00 per hour		Cumulative staff time to retrieve, redact, reproduce, and mail, email or fax records exceeding 10 minutes
Copies		25¢		Black and white printed copy (per standard 8 ½ " x 11" page)
Clearance Letters/Record Checks		$10.00 in person $10.50 by mail		1" clearance letter free Fee after is per letter
Notary or Authentication Fee		$5.00		Per notarized document or authentication
Document Viewing		$18.00 per 15 minutes/$72.00 per hour		Per 15 minutes. Cumulative staff time
Fax Fee		30¢ per page		Fee includes any long distance fees incurred
Evidence Fees		**Cost**		
Evidence Viewing		$40.00 per hour/½ hour minimum		
Copies		50¢ per page		
Digital Evidence (Non BWC)		$15.00 per disc		
Body Worn Camera Footage Fees		**Cost**		
Initial Research Fee		$20.00 per hour, one hour minimum		
Redaction Fee		$45.00 per hour, per recording (not per incident)		
8GB Thumb Drive		$8.00 per thumb drive (only if NO access to email)		
Mailing Fee		Actual Cost		

Updated: 11/18/21 & 1/1/22 & 2/17/22 & 4/21/22 & 6/16/22 & 8/1/22 & 12/8/22 for 1/1/23 & 4/20/23

Eaton Town Board
Agenda Item

TO: Board of Trustees of the Town of Eaton
FROM: Avi Rocklin, Town Attorney
DATE of MEETING: April 20, 2023
TITLE/SUBJECT: Ordinance No. 634, an Ordinance Amending Section 10-4-4(a)(4) of the Eaton Municipal Code Concerning Harassment

DESCRIPTION: For consideration is Ordinance No. 634, an Ordinance Amending Section 10-4-4(a)(4) of the Eaton Municipal Code Concerning Harassment.

SUMMARY: Section 10-4-4(a)(4) of the Eaton Municipal Code ("Code") provides that: "A person commits harassment if, with intent to harass, annoy or alarm another person, he or she . . . [d]irectly or indirectly initiates communication with a person or directs language toward another person, anonymously or otherwise, by telephone, telephone network, data network, text message, instant message, computer, computer network, computer system, or other interactive electronic medium in a manner ***intended to harass*** or threaten bodily injury or property damage, or makes any comment, request, suggestion, or proposal by telephone, computer, computer network, computer system, or other interactive electronic medium that is obscene." [Emphasis added.]

In *People v. Moreno*, 506 P.3d 849 (2022), the Colorado Supreme Court held, with respect to the state harassment statute, Section 18-9-111(1)(e), C.R.S., the phrase "intended to harass" when communicating by telephone, telephone network, data network, text message, instant message, computer, computer network, computer system, or other interactive electronic medium is facially overbroad and restricts protected free speech and is thus unconstitutional. To comply with the Supreme Court's ruling, Town staff recommends amending Section 10-44(a)(4) of the Code to omit the unconstitutional phrase.

KEY POINTS: Subsection 10-4-4(a)(4) would be amended to omit the unconstitutional phrase.

COST & BUDGET: N/A

RECOMMENDATION: Approve Ordinance No. 634.

PROPOSED MOTIONS:

For Approval: I move to approve Ordinance No. 634, an Ordinance Amending Section 10-4-4(a)(4) of the Eaton Municipal Code Concerning Harassment.

or Denial: I move to deny approval of Ordinance No. _____.

TOWN OF EATON, COLORADO
ORDINANCE NO. 634

AN ORDINANCE AMENDING SUBSECTION 10-4-4(a)(4) OF THE EATON MUNICIPAL CODE CONCERNING HARASSMENT

WHEREAS, the Town of Eaton, Colorado ("Town") is a municipal corporation duly organized and existing under the Constitution and laws of the State of Colorado; and

WHEREAS, the Town Board of Trustees ("Town Board") is vested with authority to administer the affairs of the Town; and

WHEREAS, in *People v. Moreno*, 506 P.3d 849 (2022), the Colorado Supreme Court held, with respect to the state harassment statute, Section 18-9-111(1)(e), C.R.S., the phrase "intended to harass" when communicating by telephone, telephone network, data network, text message, instant message, computer, computer network, computer system, or other interactive electronic medium is facially overbroad and restricts protected free speech and is thus unconstitutional; and

WHEREAS, Section 10-4-4(a)(4) of the Eaton Municipal Code ("Code") contains a similar provision; and

WHEREAS, to comply with the Supreme Court's ruling, Town staff recommends amending Section 10-4-4(a)(4) of the Code to omit the unconstitutional phrase; and

WHEREAS, the Town Board hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town, that it is promulgated for the preservation of the public health, welfare, peace, safety and property and that this Ordinance is in the best interests of the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF EATON, COLORADO, THAT:

Section 1. Subsection 10-4-4(a)(4) of the Eaton Municipal Code shall be amended to read as follows:

Sec. 10-4-4. Harassment.

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

. . .

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

. . . .

Section 2. Severability. If any section, paragraph, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the constitutionality or validity of the remaining portions of this Ordinance. The Town Board hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 3. Effective Date and Publication. This Ordinance shall be effective thirty (30) days after its publication. The Town Clerk shall certify the date of publication and such certification shall be maintained with the original of this Ordinance. The Town Clerk shall make not less than three copies of the adopted Town Code available for inspection by the public during regular business hours.

INTRODUCED, APPROVED AND ADOPTED by the Board of Trustees of the Town of Eaton, Colorado, this 20th day of April, 2023.

TOWN OF EATON, COLORADO

ATTEST:

By:_____
Margaret Jane Winter, Town Clerk

By:_____
Scott E. Moser, Mayor

Eaton Town Board

Agenda Item

TO: Board of Trustees	
FROM: Greg Brinck, Assistant Town Administrator	
DATE of MEETING: April 20, 2023	
TITLE/SUBJECT: Waste Management Fuel Surcharge	

DESCRIPTION

The Town of Eaton has been in discussion with Waste Management since last August regarding a requested increase to the cost of services citing extraordinary adjustments due to the increased cost for WM to provide services. WM and Town Staff, with Board direction, have brought back an amendment to the solid waste services agreement.

SUMMARY

Section 4(d)(v) of the Agreement provides that WM may be entitled to an extraordinary adjustment to the rates based on an increase of at least 10% in the cost of transportation, including fuel costs. Evidence was provided and reviewed by staff that fuel costs have increased by more than 10%.

The 4.56% fuel surcharge is based on the 12 month rolling average of diesel prices in the Rocky Mountain region. The fuel surcharge will be a fixed percentage for 12 months beginning May 1, 2023 and will be reevaluated annually based on evidence provided by WM on or before February 1 each year. For every 10% change in the fuel price index, the fuel surcharge will be increased or decreased by 1%

KEY POINTS

- A fuel surcharge of 4.56% would be applied to all services provided by WM.
- The surcharge would be fixed from May 1, 2023 – April 30, 2024.
- WM will provide evidence of the 12 month rolling average by February 1 each year to adjust the surcharge.
- For every 10% change in the 12 month rolling average, the fuel surcharge will be increased or decreased by 1%

COST & BUDGET

The fuel surcharge would be applied to all services provided by WM and would be paid by residential and commercial customers. The Town's cost would increase by the surcharge for the annual Spring Clean Up.

RECOMMENDATION

Staff recommends the Board approve the second amendment to the Solid Waste Services Agreement.

Waste Management
5500 S. Quebec St.
Suite 250
Greenwood Village, CO 80111
C 720-413-5511

Second Amendment to Solid Waste Services Agreement

This Second Amendment to Solid Waste Services Agreement (the "Second Amendment") is made this ____ day of _____, 2023 by and between WASTE MANAGEMENT OF COLORADO, INC., a corporation organized and existing under the laws of the State of Colorado (hereafter "Company"), and the TOWN OF EATON, a municipal corporation created under the laws of the State of Colorado ("Town").

WHEREAS, the Town and the Company entered into a Restated Solid Waste Services Agreement on October 19, 2019, and an Amendment to Solid Waste Services Agreement on February 18, 2021 (collectively, the "Agreement");
WHEREAS, Section 4(d)(v) of the Agreement provides that the Company may be entitled to an extraordinary adjustment to the Rates (defined therein) based on an increase of at least 10% in the cost of transportation, including fuel costs;

WHEREAS, the Company has provided evidence that fuel costs have increased by more than 10% and thus requests the imposition of a fuel surcharge;

WHEREAS, based on the terms and conditions set forth herein, the Town agrees to the fuel surcharge; and

WHEREAS, to memorialize the foregoing, the parties desire to amend the Agreement as provided in this Second Amendment.

The Town and Waste Management of Colorado, Inc. herby mutually agree upon the following amendment to the Agreement:

1. Fuel Surcharge. The Company shall be entitled to impose a fuel surcharge as follows:
   a. For the period from May 1, 2023 to April 30, 2024, the Company may impose a fuel surcharge in the amount of 4.56%; and
   b. For each annual period thereafter, commencing on May 1 of each subsequent year, based on evidence provided by the Company on or before February 1 of such year, the fuel surcharge shall be:
      i. Decreased by 1% for every 10% reduction in the Fuel Price Index, with a floor of 0%; and
      ii. Increased by 1% for every 10% increase in the Fuel Price Index.
   c. If the Company does not provide evidence related to the rate of the fuel surcharge as provided herein by February 1 of a given year, the Company shall forfeit its right to charge a fuel surcharge for the subsequent annual period.

2. Exhibit A. Effective on May 1, 2023, Exhibit A of the Agreement is hereby replaced with Exhibit A attached hereto and incorporated herein by reference.

3. Effect of Amendment. Except as expressly provided in this Second Amendment, the Agreement has not been amended, supplemented or altered in any way by this Second Amendment and the Agreement shall remain in full force and effect in accordance with its terms.

Waste Management
5500 S. Quebec St.
Suite 250
Greenwood Village, CO 80111
C 720-413-5511

If there is any inconsistency between the terms of the Agreement and the terms of this Second Amendment, the provisions of this Second Amendment will govern and control.

By signing below, both parties agree to the Second Amendment of the Solid Waste Services Agreement.

WASTE MANAGEMENT OF COLORADO, INC.

By: _____

Name: Curtis Gardner, Public Sector Solutions Manager
Title:

TOWN OF EATON, COLORADO

ATTEST:

By: _____ By: _____

Margaret Jane Winter, Town Clerk Scott E. Moser, Mayor

Waste Management
5500 S. Quebec St.
Suite 250
Greenwood Village, CO 80111
C 720-413-5511

EXHIBIT A

Service	Rates
Consolidated, household rate for 96-gallon Refuse Cart and 96-gallon Recyclables Cart ("Household Rate")	$22.03 per month
Additional Refuse or Recyclables Cart ("Additional Container Rate")	$5.64 per month per container
Annual Staged Neighborhood Roll-Off Event	No charge to Town for hauling; Town pays for disposal
Annual Curbside Cleanup Event	$142.51 per hour per vehicle; Town pays for disposal
Pay ahead special collection of Bulky Waste	$45.59 per collection
Pay ahead special collection of Refuse extra bags ("Extra Bag Rate")	$3.99 per bag
Contamination Fee	$28.50 per container per incident
Overage Fee	$28.50 per container per incident
Re-delivery of Recyclables container	$28.50 per container

Waste Management
5500 S. Quebec St.
Suite 250
Greenwood Village, CO 80111
C 720-413-5511

The following is for informational purposes:

Service	Current Rate	3% Increase	CPI Total	Fuel Surcharge - Eff 3/1/2023	CPI + Extraordinary Adjustment	Frequency
Consolidated, household rate for 96-gallon Refuse Cart and 96-gallon Recyclables Cart ("Household Rate")	$ 20.48	$ 0.61	$ 21.09	$ 0.93	$ 22.03	per month
Additional Refuse or Recyclables Cart ("Additional Container Rate")	$ 5.24	$ 0.16	$ 5.40	$ 0.24	$ 5.64	per month per container
Annual Staged Neighborhood Roll-Off Event	No charge to Town for hauling; Town pays for disposal					
Annual Curbside Cleanup Event	$ 132.49	$ 3.97	$ 136.46	$ 6.04	$ 142.51	per hour per vehicle; Town pays for disposal
Pay ahead special collection of Bulky Waste	$ 42.39	$ 1.27	$ 43.66	$ 1.93	$ 45.59	per collection
Pay ahead special collections of Refuse extra bags ("Extra Bag Rate")	$ 3.71	$ 0.11	$ 3.82	$ 0.17	$ 3.99	per bag
Contamination Fee	$ 26.50	$ 0.80	$ 27.30	$ 1.21	$ 28.50	per container per incident
Overage Fee	$ 26.50	$ 0.80	$ 27.30	$ 1.21	$ 28.50	per container per incident
Re-delivery of Recyclables container	$ 26.50	$ 0.80	$ 27.30	$ 1.21	$ 28.50	per container

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Data 2: M Diesel Prices - All Types

Sourcekey	EMD_EPD2D_PTE_NUS_DPG	EMD_EPD2D_PTE_R40_DPG			1	8
					12 Month Rolling Average	
Date	U.S. No 2 Diesel Retail Prices (Dollars per Gallon)	Rocky Mountain No 2 Diesel Retail Prices (Dollars per Gallon)		Month /Year	U.S. No 2 Diesel Retail Prices (Dollars per Gallon)	Rocky Mountain No 2 Diesel Retail Prices (Dollars per Gallon)
Jan-2022	3.724	3.697		Jan-2022	33.38%	40.18%
Feb-2022	4.032	3.92		Feb-2022	37.58%	44.80%
Mar-2022	5.105	4.86		Mar-2022	42.05%	48.05%
Apr-2022	5.120	5.086		Apr-2022	45.52%	50.33%
May-2022	5.571	5.465		May-2022	49.11%	52.41%
Jun-2022	5.754	5.709		Jun-2022	52.62%	54.55%
Jul-2022	5.486	5.585		Jul-2022	54.88%	54.70%
Aug-2022	5.013	5.008		Aug-2022	55.56%	52.90%
Sep-2022	4.993	4.937		Sep-2022	55.83%	51.17%
Oct-2022	5.211	5.195		Oct-2022	55.01%	49.60%
Nov-2022	5.255	5.392		Nov-2022	53.75%	48.32%
Dec-2022	4.714	4.971		Dec-2022	52.36%	47.06%
Jan-2023	4.576	4.727		Jan-2023	50.53%	45.65%

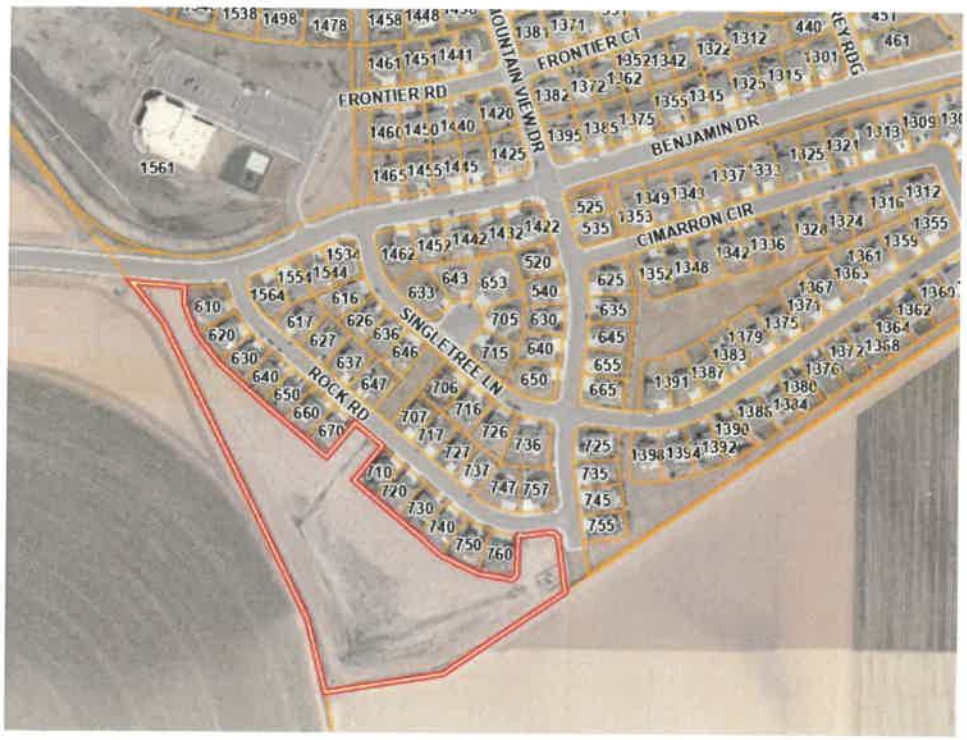
Eaton Town Board

Agenda Item

TO: Board of Trustees	
FROM: Greg Brinck, Assistant Town Administrator	
DATE of MEETING: April 20, 2023	
TITLE/SUBJECT: Aspen Meadows Open Space	

DESCRIPTION

The Town of Eaton owns the open space used as a stormwater detention and drainage area south of Aspen Meadows subdivision. The open space had irrigation installed in 2020 and completed in 2021. The open space now needs to be seeded. The Town intends to seed with a native grass and buffalo grass mix which will require less water and less frequent maintenance than bluegrass.



KEY POINTS

- The Town received a quote from Sage Landscape Industries, LLC for $126,235.50. This quote does not include start up costs billed at $85/hr plus material. Assume $6-12,000 for start up costs.
- Sage Landscape, LLC installed the irrigation as phase one of the open space development.
- The Town only budgeted $75,000 for the project.
- The project is expected to begin in June when soil temperatures reach 65 degrees.

COST & BUDGET

Total project cost, including the hourly start up are expected not to exceed $138,235.50. This is $63,235.50 over what was budgeted for the project.

RECOMMENDATION

Staff recommends the Board authorize a budget not to exceed $139,000 for the development of the Aspen Meadows open space.

Sage Landscape Industries, LLC.
PO Box 81
Lucerne, CO 80646 US
sagelandscapeindustries@outlook.com

Estimate

SAGE LANDSCAPE INDUSTRIES LLC

ADDRESS
City of Eaton

ESTIMATE #	DATE
1111	04/12/2023

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Services	Scraping existing weeds out. Includes all machine work and hand labor Town of Eaton will be responsible for spraying the park two times. Dump fees and trucking is are include in the quote.	1	12,500.00	12,500.00
Services	Regrading, disking and triple k	304,925	0.108	32,931.90
Services	Seeding two directions Either for native grass or blue grass	1	18,295.00	18,295.00
Services	Buffalo Blue Grama grass mix	304,920	0.135	41,164.20
Services	Hydromulch and tackifier	304,920	0.07	21,344.40

This is a bid only good for 30 days unless approved in writing before the 30 days. Sprinkler repair and start up will be billed on a per hour basis $85.00 plus materials. All trucking and dump fees are not included in this bid. The Town of Eaton will be responsible for maintaining all sprinkler and watering of newly seeded grass. If the town would like Sage Landscape to be responsible for watching the water please notify us.

TOTAL **$126,235.50**

Accepted By

Accepted Date

THE TOWN OF EATON COLORADO	EATON **EATON TOWN BOARD** Report
TO: Town Board of Trustees	
FROM: Chief Kevin Sturch	
DATE OF MEETING: 04/20/2023	
TITLE / SUBJECT: A proposal to partner with Lexipol for our Police Policy restructure	

DESCRIPTION

The Eaton Police Policy is a vital document that needs constant updating and attention as case law and protocols change. This manual is used to establish policy for the day-to-day police department functions and is separate from the Town of Eaton's Employee handbook. The Policy, we have now covered us but is outdated and needs improvement with the growing changes in Law Enforcement. Lexipol is a national organization that has years of experience helping agency generate and keep a up to date policies. I am asking the board to approve the funds to have Lexipol build us a policy manual and to allow us to subscribe to the yearly service which provides us with their monitoring of all state and local laws that may need to be updated in the policy. The Eaton Police Department would own the policy and upon ending any subscription with Lexipol would retain the policy but would no longer get support from Lexipol and would have to monitor updates and add them when needed. We can pick and choose the best policy to suite our agency as Lexipol with make several recommendations to us and we then decide on each as an agency. This will also bring us up to standards to continue our path to Colorado State accreditation as an agency.

SUMMARY

Price for subscription prorated 05/01/2023 – 12/31/2023 $6,758.92
Price of Implementation of new policy 5 tier $19,440.00
Price for 2024 to service policy for full year: $10,138.40
Total to be approved: $26,198.92

By approving the above, we would be able to move forward in allowing Lexipol to build us a policy that we agree to and that they would monitor with a yearly agreement.

KEY POINTS

See attached proposal from Lexipol.

RECOMMENDATION

The Eaton Police Department recommends approving the amount above to allow us to start working with Lexipol to have a new policy manual. Thank you Chief Sturch.

LEXIPOL

SOLUTIONS PROPOSAL

PREPARED FOR:
Eaton Police Department
Chief Kevin Sturch
ksturch@eatonco.org
9704542212

PREPARED BY:
Rosemarie Curran
rcurran@lexipol.com
(949) 272-5818

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated polices
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Eaton Police Department to address your unique challenges.

Scope of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Law Enforcement Operations Procedures

To ensure consistent, effective and safe operations, a law enforcement agency's procedures should align with its policies and be accessible in an easy-to-understand format. Lexipol's Law Enforcement Procedure Guide and Framework, based on national best practices, gives you the guidance and a template to build such a procedure manual.

- More than 40 procedure guides designed to help you ensure your procedures follow important policy requirements and national best practices
- Each procedure provides an editable template to conveniently author new content and merge existing agency content
- Procedures are aligned with Lexipol policy requirements to address the most important operations of a law enforcement agency
- Well-structured and policy-aligned procedures enhance preparation for accreditation assessments

Implementation Policy Tier I: High-Risk Policies
Benefit from our proven, systematic approach to implementing polices. Tier I represents about 20% of the manual, including foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier II: High-Liability Policies
Benefit from our proven, systematic approach to implementing polices. Tier II represents about 20% of the manual, including policies that relate to common day-to-day calls for service that have a higher level of potential liability. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier III: Daily Operations Policies
Benefit from our proven, systematic approach to implementing polices. Tier III represents about 20% of the manual, including policies needed for orderly daily operations of your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier IV: Defensibility Policies
Benefit from our proven, systematic approach to implementing polices. Tier IV represents about 20% of the manual, including policies essential to agency and agency member defensibility, including civil liability-related topics. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier V: Operational Consistency Policies
Benefit from our proven, systematic approach to implementing polices. Tier V represents about 20% of the manual, including policies needed to ensure operational consistency across your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Rosemarie Curran
Phone: (949) 272-5818
Email: rcurran@lexipol.com

Quote #: Q-57623-2
Date: 3/10/2023
Valid Through: 6/8/2023

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Subscription -Prorated May through December

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/ Procedures (Start: 5/1/2023 End: 12/31/2023)	USD 7,114.66	5%	USD 355.74	USD 6,758.92
	Subscription Line Items Total			**USD 355.74**	**USD 6,758.92**
				USD 355.74	**USD 6,758.92**
				Subscription -Prorated May through December Discount:	USD 355.74
				Subscription -Prorated May through December TOTAL:	USD 6,758.92

Implementation - One Time Fee

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Law Enforcement Tier I Implementation	USD 8,600.00	10%	USD 860.00	USD 7,740.00
1	Law Enforcement Tier II Implementation	USD 3,900.00	10%	USD 390.00	USD 3,510.00
1	Law Enforcement Tier III Implementation	USD 2,800.00	10%	USD 280.00	USD 2,520.00
1	Law Enforcement Tier IV Implementation	USD 4,300.00	10%	USD 430.00	USD 3,870.00
1	Law Enforcement Tier V Implementation	USD 2,000.00	10%	USD 200.00	USD 1,800.00
	One-Time Line Items Total			**USD 2,160.00**	**USD 19,440.00**
				USD 2,160.00	**USD 19,440.00**
				Implementation - One Time Fee Discount:	USD 2,160.00
				Implementation - One Time Fee TOTAL:	USD 19,440.00

Subscription -January 2024

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/ Procedures (12 Months)	USD 10,672.00	5%	USD 533.60	USD 10,138.40
	Subscription Line Items Total			**USD 533.60**	**USD 10,138.40**
				USD 533.60	**USD 10,138.40**
				Subscription -January 2024 Discount:	USD 533.60
				Subscription -January 2024 TOTAL:	USD 10,138.40

*Law Enforcement pricing is based on 13 Law Enforcement Sworn Officers.

The foregoing pricing has been prorated for the benefit of Agency and Agency therefore agrees that they will waive the right to cancel this agreement until the end of the first renewal period.

Discount Notes
P1A Client Discount

OLD

BUSINESS

FROM: Bradley A Curtis, PE, CPM, LEED AP
Northern Engineering
Town Engineer Consultant

SUBJECT: Water Use / Code Update

DATE: April 14, 2023

MEETING DATE: April 20, 2023

PROJECT SUMMARY: This memo provides a summary of water dedication requirements towards how much water future developments should dedicate to Eaton and formally incorporated into the Town's Municipal Code. This summary draws on the Water Master Plan (Northern Engineering 2022), the Water Supply Master Plan (Clean Water Solutions 2022), historical water dedications within Eaton, other community's water dedication policies as well as the recent water use analysis. In general, the other policies, subdivisions, and recent analyses are in general alignment with the proposed recommendations.

CBT shares historically have been the primary ways for developers to meet their water supply obligations, however, 1 CBT does not provide 1 AF. While the average yield of CBT has been 0.7 AF, it has been as low as 0.5, which is also the firm yield. Additionally, NPIC shares are split between municipal and agricultural use. The municipal portion of NPIC shares can vary in general alignment with CBT yields.

Though raw water yields can vary or be favorable for several years (such as a 0.70 yield), it is prudent for the Town to plan for the worst case as the Town will be required to perpetually provide water to the community.

Main Town, Eaton Commons, East Eaton, and Hawkstone utilize potable water systems for irrigation. At the same time, Governors Ranch, Maplewood, and Aspen Meadows utilize a nonpotable system for residential.

Table 1 shows the recommended water dedications and are identified in the Ordinance. Multifamily, Industrial, and Commercial water usage is difficult to estimate at it depends heavily on the type of activity. It is recommended that the Town evaluate these on a case-by-case basis. The numbers presented consider metered water consumption, treatment losses, plant losses, contractual assessments and drought (low yield) protection.

TABLE 1. RECOMMENDED WATER REQUIREMENTS

USE	WATER ALLOCATION
SFE (Potable Irrigation), up to 3,000 SF lawn	0.50 AF
Per additional 1000 SF of Lawn (potable systems)	0.05 AF
SFE (Non-Potable Irrigation)	0.30 AF
Multifamily	Case by Case / TBD
Commercial	Case By Case
Industrial	Case By Case

ACTION REQUESTED:
Based on the recommendations of staff and Town consultants, we recommend the Town Board of Trustee's approval to adopt the Ordinance adding Section VI (six) to Chapter IX (nine) of the Eaton Municipal Code concerning the dedication of water rights

SUPPORTING DOCUMENTS: Ordinance and Code Update attached.

TOWN OF EATON, COLORADO
ORDINANCE NO. 635

AN ORDINANCE ADDING SECTION VI TO CHAPTER IX OF THE EATON MUNICIPAL CODE CONCERNING THE DEDICATION OF WATER RIGHTS

WHEREAS, the Town of Eaton, Colorado ("Town") is a municipal corporation duly organized and existing under the Constitution and laws of the State of Colorado; and

WHEREAS, the Town Board of Trustees ("Town Board") is vested with the authority to administer the affairs of the Town; and

WHEREAS, Chapter IX of the Eaton Municipal Code regulates water and sewer; and

WHEREAS, to protect and ensure the viability of the Town's water supply, Town staff recommends that the Town Board adopt regulations requiring any person who seeks an extension or increase of water service or annexation of land into the Town to dedicate water rights to the Town in an amount and priority to produce a sufficiently reliable source of water to supply the amount of water needed to satisfy the estimated water demand for such project; and

WHEREAS, the Town Board desires to adopt Town's staff's recommendation and to add Section VI to Chapter IX of the Eaton Municipal Code to effectuate the foregoing; and

WHEREAS, the Town Board finds, determines, and declares that this Ordinance is promulgated under the general police power of the Town, is promulgated for the preservation of public health, welfare, peace, safety and property and is in the best interests of the Town of Eaton.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF EATON, COLORADO, THAT:

Section 1. Section VI to Chapter IX of the Eaton Municipal Code. Section VI is hereby added to Chapter IX of the Eaton Municipal Code to read in its entirety as follows:

CHAPTER IX – Water and Sewer

SECTION VI - Water Rights Dedication

Sec. 9-6-1. Intent and purpose.

It is the intent and purpose of this Section to protect and ensure the viability of the Town's water supply and promote the health, safety and welfare of the citizens and residents of the Town by requiring the dedication of water rights to the Town sufficient to satisfy any new or additional demand for Town water service resulting from the extension of water service, annexation of land to the Town or change in land use.

Sec. 9-6-2. Definitions.

As used in this Section, unless the context otherwise requires,

Appurtenant means belonging to, accessory or incident to, adjunct, appended, annexed to, or used in conjunction with.

Consumptive use means the amount of water consumed that does not return to the stream system after use.

Dedicate, dedication or transfer means the conveyance of legal title to water rights to the Town by appropriate deed, stock assignment, allotment contract or other record transfer.

Extension of water service means any extension of the Town water service for which a tapping charge is assessed or any increase in the Town water service resulting from a change in use of land, an increased use of land or an increase in irrigated area.

Owner or *person* means the property owner, annexor or developer, as the case may be and the context indicates, and shall include any part owner, joint owner, tenant in common or joint tenant.

Town water service or *water service* means treated water service furnished by the Town for any purpose, including but not limited to domestic, commercial, and industrial uses.

Water credit means the number of acre-feet for which dedication credit is provided by the Town for the dedication of a particular acceptable water right based on factors deemed appropriate by the Town.

Water right means a decreed right to a certain portion of the waters of the State use in accordance with its priority by reason of the appropriation of the same. A water right shall include both direct-flow and storage rights.

Sec. 9-6-3. Water rights dedication requirement.

(1) Any person who seeks an extension of water service, annexation of land into the Town, or an increase in water service based on a change in land use shall dedicate water rights to the Town of an amount and priority to produce a sufficiently reliable source of water acceptable to the Town to supply the amount of water needed to satisfy the estimated water demand, which water will be available for diversion at such point or points of diversion as the Town may designate for use and consumption by the Town for municipal purposes.
(2) Any person required to dedicate water rights to the Town shall designate, on forms prescribed by the Town, all water rights proposed to be dedicated to the Town with proof of ownership or otherwise show the legal ability to dedicate the water rights, and shall provide a legal description of the land for which the extension of water service is requested or for which approval of annexation or a change in land use is sought.
(3) Upon receipt of the foregoing, the Town, at its discretion, shall determine whether the water rights are acceptable to the Town and whether the water rights are sufficient to satisfy the requirements of this Section VI.

Sec. 9-6-4. Annexation requirement.

(1) At the time of annexation, the annexor shall identify all water rights appurtenant to the property to be annexed and shall not, after the filing of the petition for annexation, transfer, assign or sell any such appurtenant water rights without the written consent of the Town.
(2) Unless otherwise agreed by the Town, at the time of annexation, the annexor shall dedicate to the Town all water rights appurtenant to the property to be annexed. In addition to or in lieu thereof, the Town may permit the annexor to dedicate water rights that are not appurtenant to the property.

Sec. 9-6-5. General regulations.

(1) The Town shall accept the dedication of Colorado Big Thompson or North Poudre Irrigation Company water. If an owner desires to dedicate water supplies from a source other than Colorado Big Thompson or North Poudre Irrigation Company water, the Town shall evaluate water rights offered to the Town for dedication and reserves the right to accept, reject or accept in part any such water rights.
(2) Unless otherwise permitted by the Town, no final plat or development plan for residential uses shall be approved by the Town unless sufficient water rights dedications and/or cash-in-lieu payments, if permitted, have been accepted by the Town to provide sufficient water supply for the demands projected for all proposed uses within the platted area. Non-residential subdivisions may be approved prior to full water rights dedication, but no building permits shall be issued prior to completing all necessary analysis, acceptance, and dedication of water rights.
(3) The Town reserves the right to review actual water usage at a point in time after water usage has been established to confirm the adequacy of the water demand projections and require additional water rights dedication and/or cash-in-lieu payments, if permitted, based on actual water usage. If additional water rights are not dedicated in a timely manner, as required by the Town, the Town may, in addition to other remedies, disconnect water service to the subject property.
(4) The water dedication requirement shall be satisfied by the person seeking approval of the extension or increase of water service, annexation, or a change in land use, regardless of whether that person will be the ultimate user of the Town water service.
(5) All costs and expenses related to the dedication of water to the Town shall be paid by the person required to dedicate such water.
(6) In the event the water dedicated to the Town provides raw water supplies in excess of those required to satisfy the water demands of the subject property, the Town may purchase the surplus water upon terms that are agreeable to the owner.
(7) At the Town's discretion, the Town may require that groundwater wells and their appurtenant water rights be offered to the Town for dedication, and, if so dedicated, the Town shall provide the appropriate water credits for such wells and water rights to support non-potable irrigation uses. Wells that are dedicated shall not contain augmentation requirements unless the well has an adjudicated augmentation plan.
(8) The dedication of water rights to the Town hereunder shall be effected by delivering to the Town sufficient warranty deeds, stock certificates with appropriate stock assignments, written approval of the transfer of allotment contracts or by other acceptable means. All title documents shall be subject to approval by the Town.
(9) Prior to commencing a project that requires water or sewer service, the owner may be required to enter into a water and sewer service agreement with the Town.

Sec. 9-6-6. Water and sewer demand analysis.

(1) The owner shall include with any annexation petition, subdivision or development plan submittal or other land use request that involves an extension or increase of water service, a written analysis sufficient to allow the Town to fully evaluate the probable water demands, consumption and sewer service requirements for the subject property. The analysis shall include the entire property and shall specify the use of all land in the property. Water demands and consumption shall be estimated separately for each use category of land use, and irrigation demands and consumptive use shall be set forth separately for each use category which is applicable to the property.
(2) A change in land use or expansion of an existing use may, at the Town's discretion, require updated water demand information.
(3) Subject to Town approval, the owner may use historical water service(s) from similar projects based on their use and size in preparing the water and sewer demand analysis.
(4) In lieu of the analysis described above, the Town may elect to provide its own water and sewer demand analysis to evaluate the probable water demands of the subject property.

Sec. 9-6-7. Yield by water type.

(1) The raw water credits associated with Colorado Big Thompson or North Poudre Irrigation Company water shall be as follows:

Water Rights	**Raw Water Credits (Acre Feet Yield)**
Colorado Big Thompson Project Units	0.5 acre-feet yield per unit
North Poudre Irrigation Company Shares	2.0 acre-feet yield per share

(2) For water rights acceptable to the Town for dedication that are not set forth in the table above, the Town shall determine the raw water credit on a case-by-case basis.

Sec. 9-6-8. Water dedication rate.

An owner shall dedicate water rights based on the following requirements:

(1) Single-family without non-potable irrigation system. For a single-family residential unit without a separate non-potable irrigation system, the owner shall dedicate 0.50 acre-feet of water per residence for a landscaped lot consisting of less than or equal to 3,000 square feet. For each additional increment containing up to 1,000 square feet of landscaping, the owner shall dedicate an additional .05 acre-feet.
(2) Single-family with non-potable irrigation system. For a single-family residential unit with a separate non-potable irrigation system, the owner shall dedicate 0.30 acre-feet of water per residence.
(3) Multifamily. For a multifamily development, the owner shall dedicate the amount of water required to satisfy the water demands associated with the development as determined by the Town on a case-by-case basis.

(4) Commercial. For a commercial development, the owner shall dedicate the amount of water required to satisfy the water demands associated with the development as determined by the Town on a case-by-case basis.
(5) Industrial. For an industrial development, the owner shall dedicate the amount of water required to satisfy the water demands associated with the development as determined by the Town on a case-by-case basis.
(6) Irrigated parks, open spaces, or recreational uses. For irrigated parks, open spaces and recreational uses, the owner shall dedicate 2.5 acre-feet of water per acre.

Sec. 9-6-9. Dedication of water rights for park, open space or recreation uses.

(1) If land is dedicated to the Town for park, open space or recreation uses, the owner shall dedicate water rights sufficient to irrigate said land.
(2) Where the Town enters into an agreement to accept cash-in-lieu or in-kind land dedication for parks, open space or recreational uses, and the Town is unable to specifically determine the irrigation demand for the public project for which the cash is contributed, the amount of water rights dedication or cash-in-lieu of water rights dedication required to meet the water dedication requirements shall be equal to the amount required to irrigate eighty percent (80%) of the land area which otherwise would have been required for in-kind land dedication by the Code or the Town.

Sec. 9-6-10. Cash in lieu of water dedication.

The Town Board may, at its discretion, accept cash-in-lieu of the required water dedication. If cash-in-lieu is approved, the rate shall be equal to the fair market value of water rights required to satisfy the water dedication determined as of the date of actual cash-in-lieu payment.

Sec. 9-6-11. Lease back.

If the owner of property to be annexed, subdivided, or otherwise subsequently developed desires to retain land, or any portion thereof, in agricultural production or as open space prior to development, the owner may, pursuant to written agreement with the Town, lease back, on an annual basis and for irrigation, aesthetic and recreational purposes only, all or part of the water rights dedicated to the Town. Unless otherwise agreed by the Town, the terms of any such leases shall be at fair market value, as determined by the Town, and on such other terms and conditions as required by the Town. The owner shall pay, at a minimum, all assessments due and owing on the water. Said leases shall provide that, in the event any portion of the land for which the water is leased is platted during the term of the lease, the Town may cancel the lease to the extent a portion of the leased water is determined by the Town to be necessary for water service to the property so platted.

Sec. 9-6-12. Return flows and augmentation, exchange, or reuse plans.

The Town shall have dominion and control of all water supplied through its water system, subject to reasonable use thereof by its water users in compliance with applicable agreements, leases, licenses, and the Code. Such dominion and control shall continue without interruption as to all wastewater, return flows, runoff, sewage, or tail water attributable to or originating in water supplied through Town owned or controlled water rights or facilities. Except as otherwise agreed by the Town in writing, the Town shall

have the exclusive right to recapture such return flows or claim credit therefrom for reuse, successive use, exchange, replacement, augmentation, substitute supply or any other lawful purposes, and the Town's dominion and control over water shall continue to attach to all such return flows, regardless of form, even after they return to the groundwater aquifers or the surface stream systems. All return flows from water supplied through Town owned or controlled water rights or facilities remain the property of the Town.

Sec. 9-6-13. Town water bank.

The Town Board may by resolution assign unallocated raw water from the Town's water stock to a Town water bank to be used, at the Town Board's discretion, for any reasonable and acceptable purpose within the Town and upon such terms and conditions as Town Board imposes.

Section 2. Severability. If any part or provision of this Ordinance, or its application to any person or circumstance, is adjudged to be invalid or unenforceable, the invalidity or unenforceability of such part, provision, or application shall not affect any of the remaining parts, provisions or applications of this Ordinance that can be given effect without the invalid provision, part or application, and to this end the provisions and parts of this Ordinance are declared to be severable.

Section 3. Code revisions. Minor changes such as the format, grammar, and other changes to unify the revised Code may be necessary. The Town Clerk is hereby authorized to make such changes, provided that neither the intent nor substantive content will be altered by such changes.

Section 4. Effective Date. This Ordinance shall be effective thirty (30) days after its publication. The Town Clerk shall certify the date of publication and such certification shall be maintained with the original of this Ordinance. The Town Clerk shall make not less than three copies of the adopted Town Code available for inspection by the public during regular business hours.

INTRODUCED, APPROVED AND ADOPTED by the Board of Trustees of the Town of Eaton, Colorado, this 20th day of April, 2023.

TOWN OF EATON, COLORADO

ATTEST:

By:_____
Margaret Jane Winter, Town Clerk

By:_____
Scott E. Moser, Mayor

STAFF

REPORT(S)

TOWN OF EATON

POLICE DEPARTMENT

March 2023 Police Progress and Statistical Summary

April 3rd, 2023

Monthly Police Progress

***Municipal Court Revenues Collected in March:**

$24,609.56

Year to Date: $55,817.81

***Eaton Police Investigated / Assigned Case Numbers:**
23-01312
Total Case Numbers for March: 465

Year to Date: 1312

E.P.D patrolled mileage for February:
March 2023: 4,492 miles

E.P.D patrolled mileage Year to Date:
12,106 miles

Statistical Report for March 2023:

Total Citations for March 2023: 146

Year to date: 340

Municipal Traffic Citations: 117

Year to date: 278

State of Colorado (Weld County Traffic Citations): 6

Year to Date: 18

Municipal Criminal Citations: 8

Year to Date: 15

Municipal Code Enforcement Citations: 15

Year to Date: 29

Municipal Code Warnings: 13

Year to Date: 52

Total Arrests for March 2023: 8

Year to Date: 29

DUI Arrests: 0

Year to date: 4

FTA/FTP Warrant Arrests: 2

Year to Date: 5

Animal Attacks: 0

Year to Date: 3

Assault: 2

Year to Date: 4

Burglary: 0

Year to Date: 3

Controlled Substance: 2

Year to Date: 6

Fraud/Identity Theft: 4

Year to Date: 7

Mental Health Holds: 0

Year to Date: 0

Motor Vehicle Theft: 1

Year to Date: 5

Sex Crimes: 0

Year to Date: 2

Current Eaton Police Registered Sex Offenders as of March 2023: 8

Theft: 4

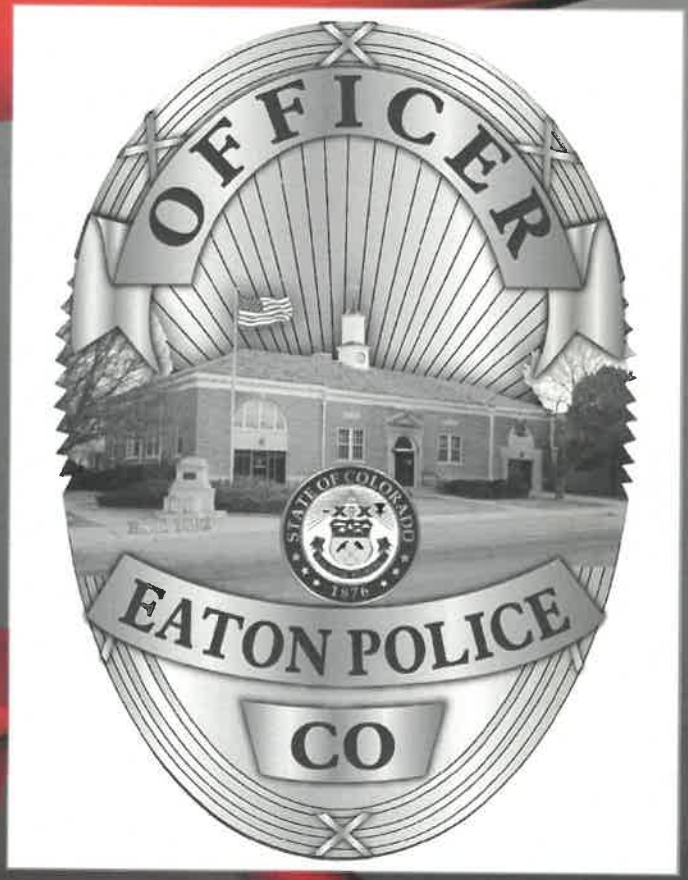
Year to Date: 13

Traffic Accidents: 4

Year to Date: 16

Trespassing: 2

Year to Date: 3



EATON POLICE DEPARTMENT

Chiefs Report

Revised 04/01/2023

COMMUNITY POLICING REPORT

Toys from a cop

- We hosted our 1st Easter Basket Drive and got a huge response from the community!
- We provided Easter baskets to 46 children!
- Thank you to the Eaton Public Library for donating 14 fully made baskets with candy, books, and toys!

Misc. Activity

- Officer Raber and Cpl. Allen made an appearance at the Town Easter Egg Hunt as the Easter Bunny and the Peep.
- We held our 1st Quarterly Catchup. Unfortunately, only 1 person attended. We will try again in June!
- Sgt. Loos and Chief Sturch presented the Quarterly Catchup PowerPoint to a women's group, and Chief Sturch will be presenting it to the Chamber.
- We participated in a Lockdown, Evacuation, and Reunification Drill at the high school and Eaton Rec Center.

Upcoming Events

- **Drug Takeback – April 22nd from 10am-2pm**
- **EPD vs EFD Summer Kickoff Kickball Game – June 2nd @ 6 pm**

CRIME REPORT

Thefts

4 thefts

- Theft of object from a locker; item returned
- Theft from Dollar General and Heritage market; Detective working case
- Fuel theft from Circle K; this is a fuel theft ring that has hit several jurisdictions
- Identity thefts rose this month, this is due to it being tax season and phishing scams that target the elderly. Many times these are oversea suspects and there is not much law enforcement can do

Crimes against persons

2 assaults

- 1 assault sent to DA for filling decision
- 1 municipal charge

Property Crimes

2 trespass calls

- 1 cold trespass to a vehicle
- 1 trespass to a storage unit under investigation

CRIME REPORT CONT.

Fines Collected

$24609.56

Clearance Rate

95.9

Misc.

With the school threats received over the last weeks of March I did have an Officer at each of the Schools in Eaton and the Sheriff posted a Deputy in Galeton for morning drop off when returning back from spring break. There was no specified threat just a very vague threat.

EATON POLICE DEPARTMENT HAPPENINGS

Officer of the Quarter

Officer Kathy Jenkins is the Officer of the Quarter. I do want to also recognize Clerk Mandy Gowan for all her hard work and commitment to the Records department and Town. They are both model employees.

New Officer!!!

I want to welcome CSO Ramirez aboard. She will start on April 10th and will begin training. She is a great fit for our community.

Kick Ball Tournament

We are working with the Fire Department to develop shirts for this event. We are also working hard on making a flyer to share out to the community.

POLICE

Peeps

THANK YOU FOR TAKING THE TIME TO READ THIS REPORT!!

Chief Kevin Sturch

COUNCIL REPORTS AND REQUEST FOR FUTURE AGENDA ITEMS

EXECUTIVE SESSION