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Cc: [Patrick Davidson](#)
Subject: Weekly Update 1-17-2025
Date: Friday, January 17, 2025 4:04:00 PM
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Good afternoon, Mayor, Mayor Pro Tem, and Members of the Board of Trustees. Here is your weekly update.

Community and Senior Activity Center. Staff have reached out to DOLA to let the State know the Town will not be using the awarded grant funds for the design phase of the Center, and that the \$200,000 can be released by DOLA. For purposes of the 2025 Approved Budget, account number 31-80-3450 in the amount of \$400,000 [half grant and half cash match] will remain static within the budget. Staff will cease work on completing the operations manual, the 501(c) status, marketing, and the requisite RFPs for this project. All documents created from the 2021 start of the project through the current date will, of course, be maintained should a future need arise.

Board Retreat. Michelle and I have received potential dates for a Board retreat. The Mayor has indicated the only date she is not available for the retreat is February 1st. Trustee Schroder has indicated he is available until the middle of February. If there are specific dates that either do or do not work for your attendance at the proposed retreat, please let either Michelle or I know. Once possible dates are provided, we can then continue to look at a facilitator and a location. Michelle has been able to identify locations within Elizabeth, within Elbert County, as well as Parker and Castle Rock. CML will be providing me a list of facilitators within the next few days, and I have reached out to begin contacts with a few that are regionally known. I will be able to provide a better update once dates are secured.

Community Development Director Interviews. If any Member of the Board of Trustees is interested in assisting in conducting interviews for the Director position, please let me know. The Mayor has indicated her availability for just about any date other than January 27th and January 28th. While the hiring of department heads is within the scope of my duties, I am always hesitant to make such an important decision which impacts the Town without the advice of the Board of Trustees.

Development Moratorium. It was mentioned during the last Board meeting, that the idea of a development moratorium might be discussed at the retreat. In the meantime, members of the Board may wish to consider the type or nature of the moratorium. For example, does it apply to all projects; does it apply to zoning changes; does it apply to the issuance of building permits; does it apply to post-building permit but prior to construction; and does it apply to change of use? This is important in several ways. As you may know, the process of converting raw land to a finished product runs through a series of steps with the advisory agencies, the

planning commission, community development and others. There may be projects actively in the “pipeline” or about to enter the “pipeline” that could be impacted by the moratorium, hence the reason for drawing this to your attention now.

Impact Fee Adjustment. The impact fees for 2025 have been adjusted from their October 2023 level. The overall result is that impact fees for a residence increased by about \$200.00 for new construction. Tap fees [water, sewer, and renewable] remained the same, and will be recalculated in July 2025. This information will be posted on the website and sent to developers.

RAISE Grant Update. Staff and our consultants were able to update the plans for the RAISE grant and meet the Wednesday deadline for basic submittals. The grant calculations take into consideration (1) inflation adjustments to prior calculations; (2) grant administration costs; (3) construction oversight costs; (4) projected inflation through the 2027-2028 construction year; the costs of a pedestrian bridge over Gold Creek to meet the Legacy Circle requirements; and known adjustments in price for the CR17 intersection. The total grant request will likely be \$7,984,120 for the entire project proposed by the Board. Once submitted, we should have a final decision this June/July timeframe.

Ward 2 Opening. As you are aware, the Town has received no additional applications for Ward 2, nor has the Board sought to re-open the application period. The 60-day period in which to fill the open board seat will expire on February 10th, at which time the Board will need to plan on an election. That discussion should be held on February 11th. Since the election only involves Ward 2, the costs of the election should be substantially reduced from prior elections. Sufficient time likely exists if the Board seeks to re-open the application period during the January 28th Board meeting and accept applications through February 5th for a special meeting on February 7th to make the appointment. Or, with Corey’s consent, it may be possible to accept applications through February 7th with a special meeting on February 10th to fill the position.

Town Closed. Monday, January 20th is a recognized Town Holiday, so Town hall will be closed.

Have a great weekend!

Patrick

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