



TOWN OF ELIZABETH

BOARD OF TRUSTEES

BOARD OF TRUSTEES – RECORD OF PROCEEDINGS

January 28, 2025

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, January 28, 2025, at 7:04 p.m. by Mayor Angela Ternus.

ROLL CALL

Mayor Angela Ternus, Mayor Pro Tem Tracy Hutchins, and Trustees Loren Einspahr, Shannon Downs, Dave Conley, and Michael Schroder were present. There was a quorum to do business.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, Deputy Town Clerk Harmony Malakowski, Finance Officer Hannah Bruce, and Town Attorney Corey Hoffmann.

PLEDGE OF ALLEGIANCE

Mayor Ternus led the Board in the Pledge of Allegiance.

PUBLIC COMMENT

Paul Schwarzkopf – Town of Elizabeth Resident.

AGENDA CHANGES

No agenda changes from the Administration.

No agenda changes by the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of January 14, 2025

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Downs, to accept the Consent Agenda as presented.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

PROCLAMATION

2. National School Choice Week Proclamation – Mayor Ternus
Mayor Ternus read the Proclamation into the record.

NEW BUSINESS



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3. Discussion and possible action regarding the appointment of a Board Representative to serve on the Façade Grant Committee

Mr. Davidson provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Conley, to appoint Shannon Downs to the Façade Grant Committee.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

4. Discussion and possible action on the Ward 2 vacancy

Mr. Davidson provided a Staff report.

Motion by Trustee Schroder, seconded by Mayor Pro Tem Hutchins, to approve keeping the application process open for Ward 2 until February 7, 2025, and if not filled by such date, an election date will be set on February 11, 2025, at the regularly scheduled meeting.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

5. Discussion and possible action on Ordinance 25-01, an Ordinance amending Section 6-1-30 of the Elizabeth Municipal code to exempt certain businesses from local business license and license fees and making conforming changes to Article II of Chapter 6

Ms. Malakowski provided a Staff report.

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to approve Ordinance 25-01, an Ordinance amending Section 6-1-30 of the Elizabeth Municipal code to exempt certain businesses from local business license and license fees and making conforming changes to Article II of Chapter 6.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

6. Discussion and possible action on Ordinance 25-02, an Ordinance amending Section 10-6-70 and repealing Section 10-6-30 of the Town of Elizabeth Municipal Code concerning curfew violations

Mr. Hoffmann provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Downs, to approve Ordinance 25-02, an Ordinance amending Section 10-6-70 and repealing Section 10-6-30 of the Town of Elizabeth Municipal Code concerning curfew violations.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.



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7. Discussion and possible action on Resolution 25R06, a Resolution authorizing the Mayor to execute an easement agreement for the Benefit of the Real Property commonly known as 525 Dale Court, Elizabeth Colorado

Mr. Hoffmann provided a Staff report.

Motion by Trustee Einspahr, seconded by Trustee Downs, to approve Resolution 25R06, a Resolution authorizing the Mayor to execute an easement agreement for the Benefit of the Real Property commonly known as 525 Dale Court, Elizabeth Colorado.

The vote of those Trustees present was 6 in favor and 0 opposed. The motion passed unanimously.

MANAGEMENT REPORTS

- Town Administrator Patrick Davidson:
 - No additions to his written report provided in the packet.
- Public Works Director Mike DeVol:
 - Staking is moving forward on Main Street with CORE Electric.
 - Mayor Ternus asked about the Denver D-1 well that was pulled for maintenance.
 - Clean-up Day is scheduled for May 17, 2025.
- Town Attorney Corey Hoffmann:
 - Discussion on Ward 2 options and processes.
- Town Clerk Michelle Oeser:
 - Discussion on when and where to hold a Board Retreat.

STUDENT LIAISON REPORT

- Student Liaison Landen Sherlock:
 - No report

BOARD OF TRUSTEE REPORTS

- Ward 1:
 - Mayor Pro Tem Hutchins requested discussion on extending the time for unscheduled Public Comment.
- Mayor Ternus:
 - Discussed Board Members being liaisons to other agencies and working to build relationships.
- Ward 1:



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- Trustee Schroder discussed an incident that occurred at the True Value store.

MINUTES

11. Minutes of the Main Street Board of Directors Meeting of December 9, 2024.

ADJOURNMENT

Motion by Trustee Schroder, seconded by Mayor Pro Tem Hutchins, to adjourn the meeting at 8:22 p.m.

The vote of those Trustees present was unanimously in favor. Motion carried.

Town Clerk Michelle Oeser

Mayor Angela Ternus