



Town of Elizabeth

Board of Trustees Regular Meeting - Record of Proceedings

Tuesday, August 11, 2026 at 7:00 PM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Board of Trustees for the Town of Elizabeth was called to order on Tuesday, August 11, 2026, at 7:00 pm by Mayor Angela Ternus.

Roll Call

Present:

Mayor Angela Ternus
Mayor Pro Tem Tracy Hutchins
Trustee Loren Einspahr
Trustee Dave Conley
Trustee Michael Schroder
Trustee Steve Gaither
Trustee Tony Atencio

Absent:

There was a quorum to do business.

Also in Attendance:

Town Clerk Michelle Oeser
Assistant Public Works Director James McErnie
Police Chief Jeff Engel
Community Development Director Alexandra Cramer

Pledge of Allegiance

Mayor Ternus led the Board in the Pledge of Allegiance.

Public Comment

This is a meeting of the Board of Trustees held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand and state your name and address to the Board. Your comments will be limited to 5 minutes. If many speakers are anticipated, the Mayor may (a) shorten the time limit; (b) ask speakers to limit themselves to new information and points of view not already covered by previous speakers; and/or (c) limit the total time of public comment to allow the Board to proceed to consider items set on the regular meeting agenda. The Board of Trustees may not respond to your comments during this meeting, but rather take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff, or Employees will not be recognized. If a response from Staff is requested, the Mayor will

direct Staff to have a response at the next regularly scheduled Board meeting.

Jeff Lehman - Town of Elizabeth Resident

Gary Jones - Town of Elizabeth Business Owner

Paul Schwarzkopf - Town of Elizabeth Resident

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes of the Regular Meeting of July 28, 2026

Motion by Trustee Conley, seconded by Trustee Schroder, to approve the Consent Agenda with correction.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Atencio

Voting No: None

Motion Passed Unanimously (7-0)

New Business

2. Discussion and possible action on Resolution 26R22, a Resolution approving an amended and restated Subdivision Agreement with DGH Holdings, LLC and reaffirming the Minor Development Subdivision for the property located at 350 South Elbert Street – Alexandra Cramer

Motion by Trustee Einspahr, seconded by Trustee Gaither, to approve Resolution 26R22, a Resolution approving an amended and restated Subdivision Agreement with DGH Holdings, LLC and reaffirming the Minor Development Subdivision for the property located at 350 South Elbert Street.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Atencio

Voting No: None

Motion Passed Unanimously (7-0)

3. Discussion and possible action on Resolution 26R23, a Resolution approving an amended Site Development Agreement with Banner Paired Homes LLC and Reaffirming the Site Plan approval for the Banner Street Paired Homes Project – Alexandra Cramer

Motion by Mayor Ternus, seconded by Trustee Gaither, to approve Resolution 26R23, a Resolution approving an amended Site Development Agreement with Banner Paired Homes LLC and Reaffirming the Site Plan approval for the Banner Street Paired Homes Project.

Voting Yes: Mayor Pro Tem Hutchins, Trustee Einspahr

Voting No: Mayor Ternus, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Atencio

Motion Failed (2-5)

4. Sprouse Court improvement discussion – James McErnie

Mr. McErnie provided a Staff report.

The Board gave direction to Staff to move forward with option 2.

5. Selection of Facility Master Plan Contract Award – Alexandra Cramer / Chris Lowe

Discussion between the Board and Staff on the RPF proposal submitted.

The Board directed Staff to provide the Board with the Wold proposal, and to bring a contract back to the August 25, 2026 Board meeting.

Mayor Ternus closed the Regular Meeting and opened the Public Hearing at 7:22 pm.

Public Hearing

6. Ordinances 26-11 and 26-12 Accessory Building Size and Permit Requirements – Alexandra Cramer

Ms. Cramer provided a Staff report.

David Ternus - Town of Elizabeth Resident

Paul Schwarzkopf - Town of Elizabeth Resident

Mayor Ternus closed the Public Hearing and reopened the Regular Meeting at 8:05 pm.

New Business

7. Discussion and possible action on recommending approval of Ordinance 26-11 or 26-12, an Ordinance amending Section 16-1-40(f)(2) and Section 16-1-40(g)(12) of the Town of Elizabeth Municipal Code concerning Accessory Buildings – Alexandra Cramer

Motion by Mayor Ternus, seconded by Trustee Conley, to approve Ordinance 26-11 amending Section 16-1-40(f)(2) and Section 16-1-40(g)(12) of the Town of Elizabeth Municipal Code concerning Accessory Buildings.

Voting Yes: Trustee Einspahr, Trustee Conley, Trustee Gaither,

Voting No: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Schroder, Trustee Atencio

Motion Failed (4-3)

Motion by Trustee Conley, seconded by Trustee Einspahr, to approve 26-12, an Ordinance amending Section 16-1-40(f)(2) and Section 16-1-40(g)(12) of the Town of Elizabeth Municipal Code concerning Accessory Buildings.

Voting Yes: Trustee Einspahr, Trustee Conley, Trustee Gaither, Trustee Schroder, Trustee Atencio

Voting No: Mayor Ternus, Mayor Pro Tem Hutchins

Motion Passed (5-2)

Items for Consideration

8. Items for Consideration

Trustee Hutchins said thank you to Staff for the communication put out for Hillside Village road construction.

Management Monitoring Reports

9. Management Monitoring Reports

- Police Chief Jeff Engel:
 - Chief Engel thanked the Board members that came out to support the 1st National Night Out

- event.
- Stated that PattyAnn, Daisy, and Mandy did an amazing job putting it all together.
- Reminded people that school is back in session.
- The Elizabeth Police Department will be participating in training alongside of the Elizabeth Fire Department.
- Mayor Ternus asked about the school light on County Road 13.
- Mayor Ternus stated that National Night Out was a great event.
- Mayor Ternus stated that PattyAnn, Daisy, and Mandy did a great job.
- Mayor Pro Tem Hutchins said that the National Night Out was a good event.
- Mayor Ternus thanked Officer Herbel for the TIPS training.
- Community Development Director Alexandra Cramer:
 - Ms. Cramer thanked Mayor Pro Tem Hutchins for participating in the Facade Grant process.
 - Discussion on the upcoming Backyard BBQ.
 - Discussion on the upcoming 5K and Color Run.
 - Trustee Schroder inquired about the parking permits for the apartment complex.
- Assistant Public Works Director James McErnie:
 - Discussion on the construction at Hillside Village.
 - Rain is in the forecast.
 - This Friday is the last Friday Night Market.
 - The Board was asked to think about updates they would like to see at Running Creek Park.
- Town Clerk Michelle Oeser:
 - The Board was asked to think about if they would like to renew the Town's membership to the Elizabeth Chamber.
 - The Board was asked to think about if they would like to participate in the Annual Boo Bash.
 - Ms. Oeser asked the Board to let her know if there is a Saturday in September that they would like to have a Budget Workshop.
 - Discussion on the upcoming Town Administrator Open House and Interviews.
 - Ms. Oeser reminded the Board of the upcoming September 19th Executive Session.
 - Discussion on Board interview questions.
 - Trustee Atencio asked if he could listen in on the interviews via Zoom.

Board of Trustees Report

10. Board Reports

- Mayor Angela Ternus:
 - Discussion on the upcoming CML Fall District meeting.
 - Discussion on the possible need to move the September 22nd meeting.
 - Mayor Ternus discussed her participation in the Kiowa Ice-cream social.

Minutes

11. Minutes of the Planning Commission Meeting of May 19, 2026

Adjournment

Motion by Mayor Ternus, seconded by Trustee Gaither, to adjourn the meeting at 8:52 pm.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Atencio

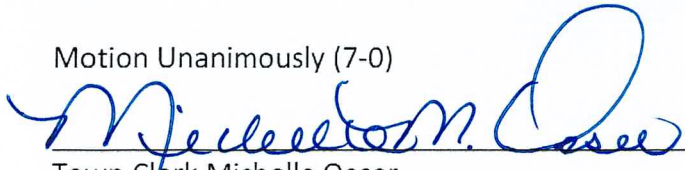
Voting No: None

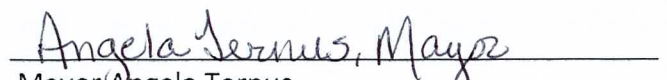
Motion Unanimously (7-0)

Town Clerk Michelle Oeser

Mayor Angela Ternus

Motion Unanimously (7-0)


Town Clerk Michelle Oeser


Mayor Angela Ternus