



TOWN OF ELIZABETH

Board of Trustees – Record of Proceedings

April 23, 2024

CALL TO ORDER

The Regular Meeting of the Board of Trustees of the Town of Elizabeth was called to order on Tuesday, April 23, 2024, at 7:04 p.m. by Mayor Tammy Payne.

ROLL CALL

Present were Mayor Tammy Payne, Mayor Pro Tem Linda Secrist, and Trustees Loren Einspahr, Barb McGinn, Joe Belongia, Marianne Mayer-Opl, and Michael Schroder. There was a quorum to do business.

Also present were Town Administrator Patrick Davidson, Town Clerk Michelle Oeser, Community Development Director Zach Higgins, Public Works Director Mike DeVol, Assistant Public Works Director James McErnie, Planner/Project Manager Alex Cramer, Assistant Town Clerk Allison Ritter, and Town Attorney Corey Hoffmann. Student Liaison Shaye Lovato was not present.

PLEDGE OF ALLEGIANCE

Mayor Payne led the Board in the Pledge of Allegiance.

UNSCHEDULED PUBLIC COMMENT

Jeff Lehman – Town of Elizabeth Resident

Don Means – Town of Elizabeth Business owner, Elbert County Resident

Amy Schmidt – Town of Elizabeth Resident

Paul Schwarzkopf – Town of Elizabeth Resident

Brian Armstrong – Town of Elizabeth Resident

AGENDA CHANGES

No agenda changes from the Administration.

No agenda changes from the Board.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of April 9, 2024



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Motion by Trustee Belongia, seconded by Trustee McGinn, to accept the Consent Agenda as presented.

The vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

PROCLAMATION

2. 55th Annual Professional Municipal Clerks' Week Proclamation

Mayor Payne read the Professional Municipal Clerks' Week Proclamation.

Mayor Payne closed the Regular Meeting and opened the Public Hearing at 7:28 p.m.

PUBLIC HEARING

3. Meat-In Customer Appreciation BBQ Special Event Liquor License Application

Ms. Oeser provided a Staff report.

Justin Hundley, event manager, and Brian Armstrong, license applicant, spoke to the Board.

Mayor Payne opened the hearing to public comment. There was no public comment.

Mayor Payne closed the Public Hearing at 7:31 p.m. and returned to the Regular Meeting.

NEW BUSINESS

4. Discussion and possible action on approval of the Meat-In Customer Appreciation BBQ Special Event Liquor License application

Motion by Trustee Belongia, seconded by Trustee Mayer-Opl, to approve the Meat-In Customer Appreciation BBQ Special Event Liquor License Application.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

PRESENTATIONS

5. Casey Westbrook, Colorado Parks and Wildlife

Mr. Westbrook provided a summary of the 2023 deer program in Elizabeth. Mr. Westbrook gave an update on the Wolf found in Elbert County.

Mayor Payne closed the Regular Meeting and opened the Public Hearing at 7:48 p.m.



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PUBLIC HEARING

6. Elizabeth Street Plaza Second Amendment to Final Plat and Site Plan Approval

Ms. Cramer provided a Staff report.

The applicants were present.

Mayor Payne opened the hearing to public comment. There was no public comment.

Mayor Payne closed the Public Hearing at 8:03 p.m. and returned to the Regular Meeting.

NEW BUSINESS

7. Discussion and possible action on Resolution 24R24, a Resolution approving the Second Amendment to the Final Plat and approving the Site Plan for Lot 2 Elizabeth Street Plaza, Town of Elizabeth, County of Elbert, State of Colorado

There was a discussion by the Board.

Motion by Trustee Einspahr, seconded by Trustee Belongia, to approve Resolution 24R24, a Resolution approving the Second Amendment to the Final Plat and approving the Site Plan for Lot 2 Elizabeth Street Plaza, Town of Elizabeth, County of Elbert, State of Colorado.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

8. Discussion and possible action on Resolution 24R22, a Resolution approving the Intergovernmental Agreement between the Town and the Elbert County Clerk and Recorder

Ms. Oeser provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R22, a Resolution approving the Intergovernmental Agreement between the Town and the Elbert County Clerk and Recorder.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

9. Discussion and possible action on Resolution 24R23, a Resolution authorizing the Town Administrator to enter into an agreement with Allyant for Digital Accessibility Services

Ms. Ritter provided a Staff report. Discussion by the Board followed.



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Motion by Trustee McGinn, seconded by Trustee Einspahr, to approve Resolution 24R23, a Resolution authorizing the Town Administrator to enter into an agreement with Allyant for Digital Accessibility Services.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

10. Discussion and possible action on Resolution 24R25, a Resolution approving the Town of Elizabeth Façade Grant Program Funding

Mr. Higgins provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R25, a Resolution approving the Town of Elizabeth Façade Grant Program Funding.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

11. Discussion and possible action on Resolution 24R26, a Resolution repealing Resolution 23R34 regarding the prior approval of the Main Street Cross Sections pursuant to Elizabeth Municipal Code Section 16-3-140, and establishing and approving a revised Main Street Cross Section

Mr. Higgins provided a Staff report.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R26, a Resolution repealing Resolution 23R34 regarding the prior approval of the Main Street Cross Sections pursuant to Elizabeth Municipal Code Section 16-3-140, and establishing and approving a revised Main Street Cross Section.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

12. Discussion and possible action on Resolution 24R16, a Resolution dividing the Town of Elizabeth into three Wards and, therein, changing the Board of Trustees from At-Large Positions to Election by Ward

Mr. Davidson provided a Staff report. Mr. Hoffman provided information to the Board. Discussion by the Board followed.

Motion by Trustee McGinn, seconded by Mayor Pro Tem Secrist, to approve Resolution 24R16, a Resolution dividing the Town of Elizabeth into three Wards and, therein, changing the Board of Trustees from At-Large Positions to Election by Ward.

By a roll call vote, the vote of those Trustees present was 5 in favor and 2 opposed. Trustees Mayer-Opl and Schroder opposed. The motion passed.



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13. Discussion and possible action on Ordinance 24-03, an Ordinance dividing the Town into three Wards for purposes of Electing Members to the Board of Trustees, with two Trustees representing each Ward and a Mayor representing the Town At-Large

Motion by Trustee McGinn, seconded by Mayor Pro Tem Secrist, to approve Ordinance 24-03, an Ordinance dividing the Town into three Wards for purposes of Electing Members to the Board of Trustees, with two Trustees representing each Ward and a Mayor representing the Town At-Large.

By a roll call vote, the vote of those Trustees present was 5 in favor and 2 opposed. Trustees Mayer-Opl and Schroder opposed. The motion passed.

14. Discussion on Holding an Election to approve the Division of the Town into Wards
Removed as a topic for discussion due to the passing of the previous two agenda items.

15. Discussion and possible action on Ordinance 24-04, an Ordinance to submit a Ballot Question on whether the Town should be permitted to Publish Ordinances by Title only and fixing the Ballot Title for said Referred Measure

Mr. Davidson provided a Staff report. Mr. Hoffman provided information to the Board. Discussion by the Board followed.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Ordinance 24-04, an Ordinance to submit a Ballot Question on whether the Town should be permitted to Publish Ordinances by Title only and fixing the Ballot Title for said Referred Measure.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

16. Discussion and possible action on Resolution 24R27, a Resolution amending Town of Elizabeth Resolution 23R27 and authorizing the Town Administrator and /or his designee to execute change orders

Mr. Davidson provided a Staff report. Mr. DeVol provided information to the Board. Discussion by the Board followed.

Motion by Trustee Belongia, seconded by Trustee Einspahr, to approve Resolution 24R27, a Resolution amending Town of Elizabeth Resolution 23R27 and authorizing the Town Administrator and /or his designee to execute change orders.

By a roll call vote, the vote of those Trustees present was 7 in favor and 0 opposed. The motion passed unanimously.

MANAGEMENT REPORTS



TOWN OF ELIZABETH

- Town Administrator Patrick Davidson.
 - Mayor Payne asked about the hours for DOLA RFP assistance.
 - Trustee Einspahr asked if things were moving forward with an agreement on purchasing gasoline from the Elizabeth School District.
- Community Development Director Zach Higgins.
 - Mr. Higgins discussed the dates and locations for the upcoming Block Parties dates and locations.
 - Mr. Higgins stated they are working towards the completion of the Streetscape project.
- Public Works Director Mike DeVol.
 - Mr. DeVol let the Board know that the Clarifier has been put back together.
 - Assistant Public Works Director James McErnie.
 - Mr. McErnie let the Board know that the trail has been repaired and is back open.
 - Discussion on the trail followed.
- Town Clerk Michelle Oeser.
 - Ms. Oeser went through her report.
 - Ms. Oeser discussed whether the Board would like to be a sponsor for the Protectors of Elizabeth event.

STUDENT LIAISON REPORT

- Shaye Lovato was not in attendance.

BOARD OF TRUSTEE REPORTS

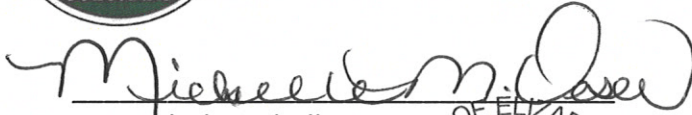
- Trustee Schroder
 - Discussed why he voted as he had on the Ward questions.
- Mayor Payne
 - Met with Ms. Oeser to plan out the Holiday Senior Basket schedule.

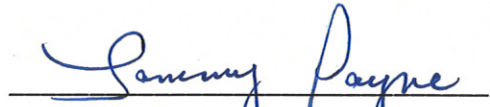
ADJOURNMENT

Motion by Trustee Einspahr, seconded by Trustee Belongia, to adjourn the meeting at 9:41 p.m. The vote of those Trustees present was unanimously in favor. Motion carried.



TOWN OF ELIZABETH


Town Clerk Michelle Oeser


Mayor Tammy Payne

