



Town of Elizabeth

Board of Trustees Board of Trustees Regular Meeting - Record of Proceedings

Tuesday, July 22, 2025 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, July 22, 2025, at 7:01 pm by Mayor Angela Ternus.

Roll Call

Present:

Mayor Angela Ternus
Mayor Pro Tem Tracy Hutchins
Trustee Dave Conley
Trustee Michael Schroder
Trustee Steve Gaither
Trustee Cynthia Thye

Absent:

Trustee Loren Einspahr

There was a quorum to do business.

Also in Attendance:

Town Administrator Patrick Davidson
Town Clerk Michelle Oeser
Public Works Director Mike DeVol
Assistant Public Works Director James McErnie
Police Chief Jeff Engel
Finance Officer Hannah Bruce
Planner / Project Manager Alexandra Cramer
Town Attorney Corey Hoffmann

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.

Paul Schwarzkopf - Town of Elizabeth Resident
Pete Hatfield - 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 8, 2025

Motion by Trustee Schroder, seconded by Trustee Thye, to approve the Minutes of the Regular Meeting of July 8, 2025 with correction.

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

Voting No: None

Motion Passed Unanimously (6-0)

Presentations

2. Gesin Lot Redevelopment Analysis Presentation – Patrick Davidson and Alexandra Cramer

Alexandra Cramer provided a Staff report.

Mike Scholl of Aytres and Associates provided a presentation.

Discussion followed.

3. Audit Presentation – Kevin Kimball

Patrick Davidson provided a Staff report.

Kevin Kimball of the Adams Group Team provided the draft 2024 Audit.

Discussion followed.

Discussion on the GASB report provided by the Town Administrator was tabled to the August 12, 2025, meeting.

4. 501c3 discussion – Sergeant Sean Bigler

Sergeant Sean Bigler provided a Staff report.

Discussion followed.

Management Monitoring Reports

5. Managers Monitoring Reports

- Administrator Patrick Davidson:

- Discussion on the upcoming Duck Race.
- Discussion on Black Hills Energy gas pipeline.
- Discussion on CML Conference vendors.
- Legacy Village is in the hands of Lennar for two more months.
- Update on Emergency Evacuation Plan.
- Mayor Ternus discussed the Town of Kiowa's bridge construction.
- Mayor Ternus discussed the Odd Fellows Building.
- Police Chief Jeff Engel:
 - On Tuesday, July 15, 2025, a lateral candidate interview was conducted.
 - Officer Tucker has been confirmed as the SRO for Elizabeth Middle School.
 - In the event the lateral candidate does not move forward in the hiring process, we will need to open our process up to entry-level officers.
 - Wags and Walks was damaged due to a landspout on Monday, July 14.
 - As a result, and to maintain continuity of operation, Jenny is exploring a secondary location to house found dogs.
 - Staff are participating in driver's training at the Arapahoe County Sheriff's Office driver's track.
 - The Douglas County Sheriff's Office has extended an invitation to train with their agency on Immediate Threat response in the upcoming weeks.
 - The semi-annual report will be included in the next board packet.
 - If any board members are interested in participating in a ride-a-long, we encourage your participation.
- Planner Project Planner Alexandra Cramer:
 - Ms. Cramer provided a written report.
- Public Works Director Mike DeVol:
 - Updated the Board on the new Public Works Employee.
 - Mayor Ternus asked if any additives had been administered to Running Creek Park prior to the Friday Night Market.
 - Mayor Ternus discussed chip and seal on County Road 13.
 - Mayor Ternus asked about the fencing around the parking lot detention pond.
 - Trustee Conley asked about the warranty work on Horsetail Loop.
 - Mayor Ternus asked about the power pole on the North East side of Broadway.
- Town Clerk Michelle Oeser:
 - Informed the Board that Allison Ritter has completed her second year at the Clerks' Institute.
 - Hannah and Patrick have been diligently working on the 2026 budget.
 - Reminder of the upcoming Budget Workshop on Wednesday, July 30th at 6:00 pm.
 - 24 people attended the Senior Luncheon on Monday.
- Town Attorney Corey Hoffmann:
 - Memos will be coming about the legislative updates.
 - Mr. Hoffmann taught a law class at the Clerks' Institute.

Board of Trustees Report

6. Board Reports

- Trustee Cynthia Thye:
 - Completed a Public Works Tour with Mike DeVol.
 - Asked Mr. DeVol about the fence at the new Well House.
- Mayor Pro Tem Tracy Hutchins:
 - Discussion on Wade Park improvements.

Minutes

7. Minutes of the Historic Advisory Board June 2, 2025
8. Minutes of the Main Street Board of Directors May 12, 2025

Executive Session

9. To hold a conference with the Town's Attorney for legal advice pursuant to C.R.S. section 24-6-402(4)(b) regarding property acquisition for public parking.

Motion by Mayor Ternus, seconded by Trustee Gaither, to close the Regular Meeting at 9:35 pm and open an Executive Session to hold a conference with the Town's Attorney for legal advice pursuant to C.R.S. section 24-6-402(4)(b) regarding property acquisition for public parking.

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

Voting No: None

Motion Passed Unanimously (6-0)

Motion by Mayor Ternus, seconded by Trustee Gaither, to adjourn the Executive Session and return to the Regular Meeting at 10:11 pm.

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

Voting No: None

Motion passed Unanimously (6-0)

Adjournment

Motion by Mayor Ternus, seconded by Mayor Pro Tem Hutchins, to Adjourn the meeting at 10:12 pm.

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

Voting No: None

Motion Passed Unanimously (6-0)

Michelle M. Osterborn, Clerk

Angela Ternus Mayor

