



Town of Elizabeth

Workshop on Budget
Wednesday, November 12, 2025, at 6:00 PM
Board of Trustees Regular Meeting
Wednesday, November 12, 2025 at 7:00 PM
Town Hall, 151 S. Banner Street

Conferencing Access Information: This is viewing-only access.

[Zoom link to view meeting](#)

Join via phone: 1 669 900 9128 **Meeting ID:** 884 8317 7820

Meeting Passcode: 549021

Call to Order

Roll Call

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.

Agenda Changes

Consent Agenda

1. Minutes of the Regular Meeting of October 28, 2025

New Business

2. Discussion and possible action on Resolution 25R35, a Resolution approving the Resignation Agreement between the Town of Elizabeth and Patrick Davidson – Michelle Oeser

Action may be taken on any and all items listed on the agenda.

Accommodations for disabilities may be made upon request.

3. Discussion and possible action on Resolution 25R36, a Resolution authorizing the Mayor to enter into a Personal Services Agreement between the Town of Elizabeth and Patricia Ann Fontenot to Provide Victim Advocate Services to the Town of Elizabeth – Jeff Engel
4. Discussion and possible action on Resolution 25R37, a Resolution approving the Town of Elizabeth Emergency Evacuation Plan – Jeff Engel
5. Discussion and possible action on Resolution 25R38, a Resolution authorizing the Mayor to execute a License Agreement with Elizabeth Brewing company regarding the Friday Night Market at Running Creek Park for the Year 2026 – Alex Cramer

Public Hearing

6. Proposed 2026 Budget - Hannah Bruce

New Business

7. Discussion and direction on the Proposed 2026 Budget – Hannah Bruce

Management Monitoring Reports

8. Management Monitoring Reports

Board of Trustees Report

9. Board Reports

Minutes

10. Minutes of the Historic Advisory Board Meeting of July 7, 2025

Adjournment

Action may be taken on any and all items listed on the agenda.
Accommodations for disabilities may be made upon request.

Meeting Protocol and Standards of Conduct

Public Participation

Public comment is encouraged and will be listed as an agenda item at every regular Board meeting.

Each individual wishing to be heard during the public comment period will be given up to three (3) minutes to make a comment.

The public comment period will not be used to make political endorsements or for political campaign purposes.

Questions from the Board will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments made but, rather, for listening to the comments of citizens without taking any formal action.

The Board may direct the Town Administrator to provide information requested by a speaker during the public comment period.

Speakers are not allowed to make belligerent, accusatory, impertinent, slanderous, threatening, abusive, or disparaging comments.

The Mayor may elect to defer public comment on a specific issue that appears on the regular agenda until that specific item is addressed.

The Mayor may call for order when sidebar conversations occur in the audience. Those conversations are distracting from the Board addressing the topics at hand.

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further participation at that meeting or removed from the Board Chambers pursuant to the Elizabeth Municipal Code and Colorado Revised Statutes.

Action may be taken on any and all items listed on the agenda.
Accommodations for disabilities may be made upon request.



Town of Elizabeth

Board of Trustees Regular Meeting - Updated 10/27/25

Tuesday, October 28, 2025 at 7:00 PM

Town Hall, 151 S. Banner Street

Conferencing Access Information: This is viewing-only access.

[Zoom link to view meeting](#)

Join via phone: 1 669 900 9128 **Meeting ID:** 829 5319 5353

Meeting Passcode: 614795

Call to Order

The Regular Meeting of the Board of Trustees for the Town of Elizabeth was called to order on Tuesday, October 28, 2025, at 7:01 pm by Mayor Angela Ternus.

Roll Call

Present:

Mayor Angela Ternus

Mayor Pro Tem Tracy Hutchins

Trustee Loren Einspahr

Trustee Michael Schroder

Trustee Steve Gaither

Trustee Cynthia Thye

Absent:

Trustee Dave Conley

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

Planner / Project Manager Alexandra Cramer

Finance Officer Hannah Bruce

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.

Kerry Moore- Elbert County Resident
Josh Freer- 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 October 14, 2025

Motion by Trustee Einspahr, seconded by Michael Schroder, to approve the Minutes of the Regular Meeting of October 14, 2025.

Voting Yes: Mayor Ternus, Trustee Einspahr, Trustee Schroder, Trustee Gaither, Trustee Thye

Abstain: Mayor Pro Tem Hutchins

Voting No: None

Motion Passed Unanimously (5-0)by Mayor Angela Ternus.

New Business

2. Discussion on request for an Ordinance change — Town Resident Brooke Jacobson

The Board directed Staff to pursue drafting an Ordinance to update the Town code in reference to pot-bellied pigs.

3. Discussion and Direction on Compensation Study – Patrick Davidson

The Board directed Staff to pursue a 30% pay increase for Staff.

Determination that the compensation study will be used as a guide moving forward.

4. Discussion and possible action on Ordinance 25-12, an Ordinance amending the following Sections of the Elizabeth Municipal Code: Sections 2-2-90; 2-4-80; 2-6-20; 2-6-30; 2-9-40; 7-1-10; 7-1-110; 7-1-120; 7-3-10; 7-3-120; 7-4-10; 7-5-10 through 7-5-50; 7-6-40; 7-6-50; 8-1-10; 8-3-20; 10-5-130; 11-4-50 through 11-4-80; 11-6-10 through 11-6-30; 13-2-120; 13-2-125; 13-2-170; 13-4-100; 13-6-20; and 13-6-60 - Patrick Davidson

Motion by Mayor Ternus, seconded by Trustee Schroder, to approve Ordinance 25-12, an Ordinance amending the following Sections of the Elizabeth Municipal Code: Sections 2-2-90; 2-4-80; 2-6-20; 2-6-30; 2-9-40; 7-1-10; 7-1-110; 7-1-120; 7-3-10; 7-3-120; 7-4-10; 7-5-10 through 7-5-50; 7-6-40; 7-6-50; 8-1-10; 8-3-20; 10-5-130; 13-2-120; 13-2-125; 13-2-170; 13-4-100; 13-6-20; and 13-6-60 as amended.

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

Voting No: None

Motion Passed Unanimously (6-0)

Management Monitoring Reports

5. Management Monitoring Reports

- Town Administrator Patrick Davidson:
 - Nothing to add.
- Police Chief Jeff Engel:
 - Harvest Festival was a great success. Ms. Donatelli and Ms. Fontenot did an outstanding job this year.
 - Discussed an accident on County Road 13 between the Elizabeth High School and the Middle School.
 - Trustee Einspahr discussed the updates to the Police Department building.
- Planner/Project Manager Alexandra Cramer:
 - Discussion on Mr. Moore's request.
- Public Works Director Mike DeVol:
 - Trustee Schroder asked how many wells the Town operates.
- Town Clerk Michelle Oeser:
 - At this time there has been no interest in the Student Liaison position.
 - Discussion about the Annual Elizabeth High School Thanksgiving Dinner Party.
 - Ms. Oeser discussed attending the Colorado Municipal Clerks Association Fall Conference.
 - Discussion on Ms. Ritter's Rookie of the Year Award.
 - Discussion on the success of the Board's table at the Boo Bash, and how much the Board members enjoyed themselves.
 - Discussion on having a permanent spot at Main Street Events.
 - The Board thanked Public Works and the Clerks Office for helping set up and take down the Board tent at the Boo Bash.

Board of Trustees Report

6. Board Reports

- Trustee Loren Einspahr:
 - Discussion on the cost to the Town participating in events on Main Street.
- Trustee Steve Gaither:
 - Discussion on the cost and deadlines for Special Event applications.
 - Enjoyed all the interesting costumes at Boo Bash.

Minutes

7. Minutes of the Main Street Board of Directors Meeting of July 14, 2025

Executive Session

8. To consider personnel matters, pursuant to C.R.S. § 24-6-402 (4)(f) regarding the Town Administrator Review, and to hold a conference with the Town's attorney to receive legal advice regarding issues arising from the Town Administrator's review pursuant to C.R.S. § 24-6-402(4)(b).

Motion by Mayor Ternus, seconded by Trustee Einspahr, to close the Regular Meeting at 8:56 pm, and open an Executive Session to consider personnel matters, pursuant to C.R.S. § 24-6-402 (4)(f) regarding the Town Administrator Review, and to hold a conference with the Town's attorney to receive legal advice regarding issues arising from the Town Administrator's review pursuant to C.R.S. § 24-6-402(4)(b).

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

Voting No: None

Motion Passed Unanimously (6-0)

Motion by Mayor Pro Tem Hutchins, seconded by Mayor Ternus, to adjourn the Executive Session and return to the Regular Meeting at 9:46 pm.

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

Voting No: None

Motion Passed Unanimously (6-0)

Adjournment

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to approve adjourning the meeting at 9:46 pm.

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

Voting No: None

Motion Passed Unanimously (6-0)

Town Clerk, Michelle M. Oeser

Mayor, Angela Ternus

RESOLUTION 25R35

A RESOLUTION APPROVING THE RESIGNATION AGREEMENT BETWEEN THE TOWN OF ELIZABETH AND PATRICK DAVIDSON

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

Section 1. The Resignation Agreement between the Town and Patrick Davidson, attached to this Resolution, is hereby approved by the Board of Trustees of the Town of Elizabeth and the Mayor is authorized to execute the same.

PASSED, APPROVED, and ADOPTED this 12th day of November 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

Angela Ternus, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

RESIGNATION AGREEMENT AND RELEASE

THIS RESIGNATION AGREEMENT AND RELEASE is made and entered into this 12th day of November, 2025, by and between Patrick Glenn Davidson ("Davidson") and the Town of Elizabeth, Colorado (the "Town"). Davidson and the Town are collectively referred to as "the Parties."

RECITALS

A. Davidson was employed by the Town as the Town Administrator appointed by the Board of Trustees in accordance with the terms of an Employment Agreement dated November 9, 2021, effective December 13, 2021 (the "Employment Agreement"), as most recently amended by the Third Amendment thereto, dated November 21, 2024.

B. Davidson desires to resign, and the Board of Trustees on behalf of the Town desires to accept his resignation subject to the terms and conditions of his Employment Agreement, subject to the terms and conditions set forth below.

TERMS OF AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and covenants as set forth below, the sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Resignation. Subject to the terms and conditions set forth below, Davidson resigns as of November 12, 2025 (the "Resignation Date").

2. PTO Payment. By November 17, 2025 via direct deposit, the Town will pay Davidson Twenty-Seven Thousand One Hundred and Sixty-One Dollars and Fifty-Four Cents (\$27,161.54) consisting of 320 hours of accrued paid time off.

2. Severance Payment. Davidson and the Town agree that Davidson shall be entitled to Severance, as defined in this Section 8 of the Employment Agreement, in a lump sum cash payment equal to nine (9) months and two (2) weeks base salary in the amount of One Hundred Thirty-Nine Thousand Two Hundred and Two Dollars and Eighty-Seven Cents (\$139,202.87).

3. Waiver, Release and Discharge by Davidson.

a. Davidson acknowledges and agrees that by entering into this Agreement, he: (a) understands the language used in this Agreement and the Agreement's legal effect; (b) gives up the right to sue the Town or file a charge of discrimination against the Town for age discrimination under the Older Workers Benefit Protection Act and Age Discrimination in Employment Act; (c) will receive compensation and consideration under this Agreement; (d) has been informed to consult with an attorney before signing this Agreement; (e) was given no less than twenty-one (21) days to consider whether to sign this Agreement; and (f) was given seven (7) days after signing this Agreement to revoke or cancel the Agreement for any reason (the "Revocation Period"). Davidson understands and agrees that any revocation of this Agreement by him must be in writing and served on

Town Attorney Corey Hoffmann on or before November 11, 2025, at 511 16th Street, Suite 610, Denver, Colorado 80202, or via email at cyhoffmann@hpwclaw.com. If Davidson does not revoke this Agreement within seven (7) calendar days after he signs it, this Agreement shall become final and binding and shall be irrevocable.

b. Davidson knowingly and voluntarily waives, releases and discharges the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents, from any and all claims, demands, or liabilities whatsoever, whether known or unknown to exist by Davidson, which Davidson ever had or may now have against the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents, as to any claims, demands, or liabilities in connection with Davidson's relationship or employment with the Town, and the resignation of that employment, or pursuant to any federal, state or Town employment or discrimination laws, regulations, or other requirements.

c. Davidson further knowingly and voluntarily waives, releases and discharges the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents from any and all claims, demands, or liabilities, or rights whatsoever, whether known or unknown to exist by Davidson, which Davidson ever had or may now have, or may in the future have, against the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents, arising under Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 1983, the Civil Rights Act of 1991, the Employee Retirement Security Act of 1974, any applicable Colorado Act, the Americans with Disabilities Act of 1990, the Rehabilitation Act of 1973, the Family and Medical Leave Act, as well as common law and other actions for claims, including, but not limited to, breach of contract, breach of good faith and fair dealing, breach of implied contract, and promissory estoppel, as such claims may relate to Davidson's present relationship or employment with the Town. In the event that Davidson has filed any charge or complaint with any local, state, or federal agency or court against the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents, Davidson shall indemnify and hold harmless the Town from the imposition of any judgment or penalties against the Mayor and Board of Trustees, and the Town and its employees, officers, officials and agents resulting from Davidson's filing of charges or complaint.

d. This release shall not affect Davidson's ability to enforce any of the rights and obligations created by this Agreement or to file for and be awarded unemployment compensation under applicable state law as provided herein.

4. Miscellaneous.

a. Successors and Assigns. This Agreement shall be binding in all respects upon the successors and assigns of the Parties.

b. Governing Law. This Agreement shall be governed by the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Elbert, State of Colorado, and the parties waive any right to remove any action to any other court, whether state or federal.

c. Severability. In the event that a court or arbiter of competent jurisdiction enters a final judgment or decision holding invalid any nonmaterial provision of this Agreement, the remainder of this Agreement shall be fully enforceable.

d. Counterparts. This Agreement may be executed in counterparts, all of which shall have full force and effect.

e. Integration. This Agreement and its exhibits constitute the entire agreement of the Parties and a complete merger of all prior negotiations and agreements. This Agreement shall not be modified except in writing signed by the Parties or their authorized representatives.

f. Headings. The headings of paragraphs herein are intended solely for the convenience of reference and shall not control the meaning or interpretation of any of the provisions of this Agreement.

g. Gender and Number. Whenever applicable, the pronouns designating the feminine, masculine or neuter shall equally apply to the feminine, neuter and masculine genders; the singular shall include the plural and the plural shall include the singular.

IN WITNESS WHEREOF, this Agreement has been executed on the date first above written, to be effective on such date.

Town of Elizabeth, Colorado

Angela Ternus, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

Patrick Glenn Davidson



Date Signed: 11/04/2025



TOWN OF ELIZABETH

CHIEF OF POLICE JEFF ENGEL

To: *Mayor Angela Ternus, Mayor Pro Tem Hutchins, and Board of Trustees*

From: *Jeff Engel, Chief of Police*

Subject: Contractual Service Agreement with Patty Anne Fontenot

Date: December 9, 2025

SUMMARY:

Victim Advocates provide essential support when a crime or municipal ordinance, as governed under the Victim Bill of Rights, occurs, and the victim requests such services. The State of Colorado, under Colorado Revised Statute 24-4.1-302.05 (3), encourages municipalities and municipal courts to adopt policies that grant crime victims their rights at the municipal court level.

Within the Elizabeth Police Department, Victim Advocacy extends beyond the services outlined in the Victim Bill of Rights. Advocates not only assist victims in navigating the judicial process at the municipal court level but also provide critical resources to citizens facing significant crisis situations. Additionally, they actively participate in community events such as Elizabash, Trick or Treat Street, and the Mayor's Tree Lighting, further fostering community engagement and support.

Since 2021, Patricia Ann Fontenot has delivered invaluable victim advocacy services to the residents of the Town of Elizabeth. Her contributions have significantly benefited the community, providing vital assistance and support during challenging times.

Each year, the Elizabeth Police Department and Patricia Ann Fontenot formalize their partnership through a contractual agreement outlining expenditures and terms of service, ensuring the continuity and effectiveness of these essential advocacy services.

STAFF RECOMMENDATION:

The services provided by Patricia Ann Fontenot have been invaluable to both the Elizabeth Police Department and the community. Her expertise and dedication have consistently enhanced the department's ability to support victims and address community needs. The Elizabeth Police Department fully supports the continued partnership with Patricia Ann Fontenot and strongly recommends the approval of the contract.



425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107

Phone: 303-646-4664 Fax: 303-646-0616

Email: Police@townofelizabeth.org

www.townofelizabeth.org



Colorado Association of
Chiefs of Police



TOWN OF ELIZABETH

CHIEF OF POLICE JEFF ENGEL

BUDGET CONSIDERATIONS:

The 2026 budget includes a dedicated line item for victim advocacy services. Funding has been specifically allocated to support the continued work of Patricia Ann Fontenot in providing these essential services to our community.

ATTACHMENT(S)

Resolution 25R36

Contractual agreement

Respectfully,

Jeffery R. Engel

Jeffery R. Engel

Chief of Police



425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107
Phone: 303-646-4664 Fax: 303-646-0616
Email: Police@townofelizabeth.org
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Colorado Association of
Chiefs of Police

RESOLUTION 25R36

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A PERSONAL SERVICES AGREEMENT BETWEEN THE TOWN OF ELIZABETH AND PATRICIA ANN FONTENOT TO PROVIDE VICTIM ADVOCATE SERVICES TO THE TOWN OF ELIZABETH

WHEREAS Colorado Revised Statute 24-4.1-302.05(3) encourages municipalities and municipal courts to provide crime victim services for municipal court actions; and

WHEREAS, since 2021 Patricia Ann Fontenot has provided services to the Town of Elizabeth, and has benefited the citizens of the Town of Elizabeth; and

WHEREAS the 2026 budget anticipated the continuation of this agreement for victim services, and funds have been allocated accordingly.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

SECTION 1. The Board of Trustees hereby authorizes the Mayor to execute and enter into a Personal [Professional] Services Agreement [attached hereto] with Patricia Ann Fontenot to provide victim advocate services for the Town of Elizabeth.

PASSED, APPROVED, and ADOPTED this 12th day of November 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

Angela Ternus, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

PERSONAL SERVICES AGREEMENT BETWEEN PATRICIA ANN FONTENOT AS PROVIDER OR CONTRACTOR
AND THE TOWN OF ELIZABETH

CONTRACTOR The Provider shall perform its duties, Attachment A, hereunder as an independent contractor and not as an employee of the Town of Elizabeth. Neither the provider nor any agent or employee of the Provider shall be or shall be deemed to be an agent or employee of the Town of Elizabeth.

TERM The term of this Agreement shall commence on the 1st day of January 2026 and shall terminate on the 31st day of December 2026 (the "Expiration Date"). For purposes of this Agreement, "Expiration Date" shall also mean and refer to December 31 of subsequent years if the Agreement is renewed as set forth below, unless earlier terminated pursuant to Section IO herein.

AUTOMATIC RENEWAL This Agreement may be renewed on the Expiration Date of each year for up to three (3) additional one (1) year terms, unless either party gives written notice of nonrenewal at least thirty (30) days before the Expiration Date.

COMPENSATION In consideration of the performance of the instruction and/or services provided herein, Contractor shall receive compensation \$1,250.00 per month. A portion of the compensation provided by this agreement is intended to offset the insurances costs of the Contractor, if insurance rates change more than 10% in any given year, the Provider may submit a change rate request 90 days prior to the end of the fiscal year for review.

BILLING The Provider shall provide an invoice by the last working day of the month to the Police Chief for review and approval.

CREDENTIALING

- The Provider agrees to meet credentialing standards.
- The Provider certifies that, at the time of entering into this contract, it has currently in effect all necessary licenses certifications, approved, insurance, etc. required to properly provide the services and/pr supplies covered by this contract. Any revocation, withdrawal or non-renewal of necessary license, certification, approval, insurance, etc. required for the Provider to properly perform this contract, shall be grounds for termination of this contract.
- The Provider further certifies that, if a foreign corporation, a limited liability company, a limited partnership or a limited liability partnership, it currently has a Certified of Good certification shall be provided upon request.

CONFORMANCE WITH THE LAW Adhere to all applicable federal and state law as and regulations (Civil Rights Act, ADA, ADEA, etc.) Comply with all laws and regulations prohibiting discrimination.

PERFORMANCE MONITORING The Provider shall permit the Chief of Elizabeth Police Department, or its authorized designee, to monitor all activities conducted by the Provider pursuant to the terms of this contract. As the monitoring agency, the Town of Elizabeth may, in its sole discretion, perform such

supervision as it deems necessary, such monitoring may consist of internal evaluation, procedures, examination of program data, special analyses, on-site verification, formal audit and examination or any other reasonable procedures. All such monitoring shall be performed in a manner that will not unduly interfere with the Contract work.

CONFIDENTIALITY All records and information by the Provider pertaining to persons served by the program shall remain confidential and shall not be released to anyone other than the person in interest without a specific order of the Court with proper jurisdiction.

HOLD HARMLESS. Contractor shall indemnify, defend and hold harmless the Town, its officers, agents and employees, from and against any and all loss, damage, injuries, claims, or causes of action, or any liability of any kind whatsoever resulting from, arising out of or in connection with the services provided by Contractor pursuant to this agreement.

INSURANCE. Contractor understands and agrees that Contractor shall have no right of coverage under any and all existing or future Town comprehensive or personal injury liability policies, and in that regard, Contractor agrees to provide insurance coverage on behalf of the Contractor, that will sufficiently protect Contractor, and Contractor's agents, servants and employees, in connection with the services which are to be provided by Contractor pursuant to this Agreement, in an amount no less than the limits established by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as the same may be amended from time to time.

IN WITNESS WHEREOF, the parties have executed this agreement as of the dates written opposite their respective signatures.

Town of Elizabeth
Angela Ternus, Mayor

Attest:

Contractor
Patricia A Fontenot

Attachment A

Scope of Services

- 1) Provide victims of crime with written information about:
 - The rights enumerated in the Victim Rights Act.
 - The availability of financial resources such as victim compensation benefits and how to apply for those benefits;
 - The availability of protective court orders in order to obtain protection from the person accused of committing the crime;
 - The availability of public records related to the case;
 - Community services such as crisis intervention services, victim assistance resources, legal resources, mental health services, financial services and other support services;
 - Interpretation services, assistance in dealing with creditors due to financial setbacks caused by the crime and childcare to enable a crime victim to cooperate with the prosecution.
- 2) Provide the victim of crime with the business address and telephone number of the district attorney's office, the file number of the case and the name, business address and telephone number of any law enforcement officer assigned to investigate the case.
- 3) Keep the victim of crime informed as to whether a suspect has been taken into custody and, if known, whether the suspect has been released from custody and any bond conditions imposed upon the suspect.
- 4) Update the victim on the status of the case, prior to the filing of charges.
- 5) Upon the request of the victim, return the victim's property within five (5) working days when it is no longer needed for evidentiary reasons.
- 6) Inform victims of crime about decisions not to file charges in misdemeanor cases.
- 7) Inform all victims of cold cases of any change in the status of the case.
- 8) Upon written request, provide victims of cold cases for which the crime has a statute of limitations of longer than three years with an annual update concerning the status of the case.



TOWN OF ELIZABETH

CHIEF OF POLICE JEFF ENGEL

To:	Mayor Angela Ternus, Mayor Pro Tem Hutchins, and Board of Trustees
From:	Jeffery R. Engel, Chief of Police
Subject:	Town of Elizabeth Evacuation Plan
Date:	November 12, 2025

Summary:

Over the past year, Town staff have worked in close partnership with the Elizabeth Fire Department and the Elizabeth Police Department to develop a comprehensive All-Hazard Emergency Evacuation Plan. This plan is designed to guide the Town's response and evacuation procedures in the event of a natural or man-made emergency.

The framework follows a layered approach, addressing each critical phase of emergency management: incident identification, public notification, evacuation coordination, and ultimately, reunification or re-entry. The plan emphasizes interagency collaboration across local, county, and state levels, including the Elbert County Office of Emergency Management, to ensure timely communication and safeguard the well-being of our residents throughout the process.

This initiative represents a proactive and coordinated effort to enhance the Town's overall emergency preparedness and community resilience.

Analysis:

Authority and Decision-Making:

Evacuation decisions are the primary responsibility of the Elbert Office of Emergency Management, based on the size, scale, location, and threat level of an emergency. Hazard characteristics, such as magnitude, speed of onset, and duration, are considered alongside input from subject matter experts and local agencies. The process is dynamic and responsive to changing environmental conditions.

Initial incident response begins at the local level, typically through 9-1-1 dispatch. If circumstances exceed local capacity, coordination shifts to the Elbert County Office of Emergency Management and/or the Sheriff's Office. For major incidents, the County Emergency Management Team coordinates with state and federal agencies, aid organizations, and other partners.

Evacuation Planning and Community Preparedness:

Residents must be prepared to evacuate at any time, regardless of the season or time of day. Public education is essential to ensure familiarity with evacuation routes and procedures. The Town encourages individual responsibility, including knowing neighborhood exit routes and maintaining basic emergency supply kits.



425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107

Phone: 303-646-4664 Fax: 303-646-0616

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TOWN OF ELIZABETH

CHIEF OF POLICE JEFF ENGEL

The evacuation plan provides operational tools and resources that residents should consider or possess in the event of an emergency.

Transportation:

Personal vehicles are the primary mode of evacuation. The Town promotes a “neighbors helping neighbors” approach to support those without transportation.

Traffic Control Measures:

Traffic control during evacuations is managed by local law enforcement. Preplanned evacuation routes are designed for maximum efficiency, but on-scene adjustments may be necessary. During large-scale evacuations, electronic signage and barricades will be deployed to provide real-time guidance.

Evacuation Notices:

Pre-Evacuation Notices may be issued for slowly developing emergencies, allowing residents time to prepare or voluntarily leave. These notices are disseminated via:

- Reverse 911
- CodeRed
- Town sign boards
- Social media (Facebook, X, Nextdoor)
- Town website

Evacuation Notices are issued when immediate evacuation is required. Notification methods include:

- Emergency vehicles using public address systems
- Door-to-door notifications
- Law enforcement sweeps to ensure residents are informed

Residents who choose not to evacuate assume personal responsibility for associated risks.

Evacuation Routes and Quadrants:

The Town is divided into four quadrants for evacuation planning. Boundaries are defined by State Highway 86 (north/south) and Elbert Street (east/west). Each quadrant has designated primary, secondary, and tertiary evacuation routes to facilitate efficient movement out of the danger zone.

Shelter-In-Place Orders:

In certain emergencies, a Shelter-In-Place Order may be more appropriate than evacuation. Guidelines vary by emergency type:

- Severe Weather: Seek shelter on the lowest floor, ideally in a basement.
- Air Quality Hazards: Close all doors, windows, and vents; shelter in a well-sealed area.



425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107

Phone: 303-646-4664 Fax: 303-646-0616

Email: Police@townofelizabeth.org

www.townofelizabeth.org



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Chiefs of Police



TOWN OF ELIZABETH

CHIEF OF POLICE JEFF ENGEL

- Active Shooter Events: Stay calm, barricade in a secure location, silence phones, and await instructions.

Emergency Public Information:

Timely and accurate public messaging is critical. The Emergency Manager and Public Information Officer are responsible for distributing concise, unified warnings and instructions. Residents will be notified when it is safe to return.

Access Control and Security:

Local law enforcement will establish access control points to restrict entry into evacuated areas and conduct patrols to deter unauthorized re-entry or criminal activity. Fire departments will maintain emergency protection services as feasible.

Demobilization and Re-Entry:

Re-entry decisions are made by local authorities once threats have subsided and safety conditions are met. Residents must wait for official notification before returning. Re-entry criteria include:

Roles and Responsibilities:

Emergency operations may require coordination among multiple agencies. Large-scale incidents may activate a Unified Command (UC) structure to support the Incident Command Post (ICP) and Emergency Operations Centers (EOCs). Lead agencies include:

- Elizabeth Police Department
- Town Administrator
- Elizabeth Fire Protection District
- Public Works Director
- Elbert County Sheriff's Office
- Elbert County Emergency Management

Administration and Support:

All large-scale evacuations must be reported to:

- Elbert County Emergency Management
- Colorado State Agencies
- Other affected jurisdictions

The Emergency Manager and Emergency Operations Center (if activated) will maintain:

- Activity Logs documenting decisions and resource deployment
- Cost Records for potential reimbursement, including personnel, equipment, and supplies used



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Staff Recommendation:

It is recommended that the Town of Elizabeth Board of Trustees adopt the proposed Emergency Evacuation Plan as a guiding document for community notification, response, evacuation, and re-entry during emergency events affecting the Town.

Attachment(s)

Resolution 25R37
Draft Evacuation Plan
Evacuation Map
Evacuation Brochure



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RESOLUTION 25R37

A RESOLUTION APPROVING THE TOWN OF ELIZABETH EMERGENCY EVACUATION PLAN

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

Section 1. The Town of Elizabeth Emergency Evacuation Plan, attached to this Resolution, is hereby approved and adopted by the Board of Trustees of the Town of Elizabeth.

PASSED, APPROVED, and ADOPTED this 12th day of November 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

Angela Ternus, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

TOWN OF ELIZABETH EMERGENCY EVACUATION PLAN



EFFECTIVE DECEMBER 1, 2025

PREPARED BY THE TOWN OF ELIZABETH WITH SUPPORT FROM THE ELIZABETH POLICE
DEPARTMENT, AND THE ELIZABETH FIRE PROTECTION DISTRICT

REVIEW AND IMPLEMENTATION

Angela Ternus, Elizabeth Mayor

Town Administrator

Jeff Engel, Chief of Police

TJ Steck, Chief, Elizabeth Fire District

DRAFT

TOWN OF ELIZABETH EVACUATION PLAN

Emergency response activities within the Town of Elizabeth utilize the (NIMS) National Incident Management System. This includes prescribed incident command procedures that will be used by local emergency responders at the scene of emergencies. The following information will describe the structure and role of NIMS, as well as provide Emergency Evacuation information for the Town of Elizabeth.

I. INTRODUCTION

A. Purpose. The purpose of this plan is to provide for the orderly and coordinated evacuation of all or any part of the population of Elizabeth if it is determined that such action is the most effective means available for protecting the population from the effects of an emergency. This plan may serve as a tool for multiple agencies and area residents in understanding the Chain of Command, and how a response to a major emergency may be handled by the Emergency Manager or Local Official.

This plan, and any possible evacuation routes described herein, may be changed based on unfolding conditions. Residents are strongly encouraged to be familiar with all planned evacuation routes but are prepared to follow instructions from emergency personnel and directional signage during an actual evacuation event.

B. Authority. Authority for an evacuation and all other emergency responses are based upon the decision of the Local Official or Emergency Manager.

C. Acronyms and Abbreviations

EM	Emergency Manager
EOC	Emergency Operations Center
ICP	Incident Command Post
ICS	Incident Command System
NRP	National Response Plan
NIMS	National Incident Management System
PIO	Public Information Office or Officer
REOC	Regional Emergency Operations Center
SIP	Shelter-In-Place
SOP	Standard Operating Procedure
UC	Unified Command
IC	Incident Commander

D. Definitions.

Emergency Manager: An “Emergency Manager” organizes disaster response for citizens and governmental personnel during a crisis. The Emergency Manager may serve as an advisor to the local government or may have the authority to make decisions regarding crisis management in the event of a disaster.

For the Town of Elizabeth, the designated Emergency Manager will be the authorized position that holds the most qualified credentials to handle the situation. Individuals for this position may include the Town Administrator, the Chief of Police, the Public Works Director, and the Fire Chief for the Elizabeth Fire Protection District.

Evacuation: The National Incident Management System (NIMS) defines “Evacuation” as an organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Shelter-In-Place: The term “Shelter-In-Place” means finding a safe location indoors and staying there until you are given an “all clear” or told to evacuate. You may be asked to shelter in place because of an unfolding emergency which may include a natural hazard, severe weather, biological hazards, chemical hazards, hazards from threatening people and other unsafe conditions.

Special Facilities: Certain facilities which house or serve populations that cannot care for themselves during emergency situations and/or require unique support services. For the Town of Elizabeth, the following “Special Facilities” are known to exist, and include:

- Schools and day care centers where students require supervision to ensure their safety.

In the future, the Town may also have established the following “Special Facilities”:

- Nursing facilities where patients need specialized health care personnel and equipment to maintain their health, as well as senior living facilities, where residents may not be able to be transported, and where special equipment such as wheelchairs may be required.

Special Needs Population: Individuals in the community with physical, mental, or medical care needs who may require assistance before, during and/or after a disaster or emergency after exhausting their usual resources and support network. Special needs populations may also include economically or culturally isolated populations within the community.

Visitor Population. Individuals visiting or staying in places outside their usual place of residence. The visitor population includes business and leisure travelers present in the jurisdiction, whether for single day or overnight stays.

II. CONCEPT OF OPERATIONS

A. General Information. The Emergency Manager has the general responsibility for ordering an evacuation, when deemed the most suitable means of protecting the public from a hazard. In situations where rapid evacuation is critical to the continued health and safety of the population, the on-scene Emergency Manager may recommend the evacuation of people at risk in and around an incident scene. The Emergency Manager shall direct and control the required evacuation.

1. Evacuation is one means of protecting the public from the effects of a hazard; protection is achieved by moving people away from the hazard. In planning for evacuation, the characteristics of the hazard and its magnitude, intensity, speed of onset, and anticipated duration are all significant factors.

Areas to be evacuated will be determined by those officials with the authority to direct a mandatory evacuation based on the counsel of those individuals and agencies with the necessary expertise to advise on such matters. The use of specialized planning materials or decision aids, the recommendations of local agencies, and, where appropriate, the advice from other subject matter experts, may all be considered in the decision to order an evacuation.

The hazard situation which gave rise to the need for evacuation should be continually monitored for changing circumstances. Such changes may include rainfall, shifting winds, and change to the area of anticipated impact.

2. The community must be prepared during all hours of the day, and during all seasons of the year, to conduct both small-scale and large-scale evacuations. It is important for residents to understand that emergencies may develop in all areas of the Town at any time. Regardless of the nature of an emergency, residents should be familiar with all steps needed to evacuate in a timely manner when asked to do so. Residents are responsible for knowing all the routes in and out of their neighborhoods.

3. General Evacuation Checklist. Please see the attached **Table 3**.

4. Basic Supply Kit List. Please see the attached **Table 4**.

5. Primary and Secondary Emergency Evacuation Routes. Please see the attached **Table 5**.

6. Phases of Emergency Response. Because most emergencies begin at the local level, emergency responses to an incident will also begin at the local level. As an incident grows beyond the capacity of local responders, the incident command duties may be delegated to a more capable organization such as Elbert County or the State of Colorado.

Emergency response and command of an incident may develop as follows:

- The initial response to disasters, emergencies and terrorism related incidents is normally handled by local responders, dispatched by 9-1-1.
- If it appears that the incident grows beyond the capabilities of the Town (local responders), or if more than one local municipality will be involved in the response, the Elbert County Emergency Manager and/or Elbert County Sheriff's Office will assist with coordination of the efforts.
- If County resources are not adequate, the Elbert County Emergency Manager and/or Elbert County Sheriff's Office will turn to other counties in the Eastern Region and/or the state for assistance.

7. Intergovernmental Assistance. As mentioned above, in the case of any emergency that overwhelms the assets and abilities of local municipalities, the Elbert County Emergency Management Team stands ready to take command of any major incident. The Elbert County Emergency Management Plan works in partnership with agencies which may include nearby fire and police departments, a wide variety of state and federal agencies, local and national aid organizations, and other resources as may be needed to address a wide variety of incidents managed at the county level.

For smaller incidents which may be handled within the capacity of Elizabeth resources, the Town has partnership understandings with neighboring municipal and private resources.

B. Evacuation Decisions.

Based on the size, scale, location and threat level of an emergency, the Emergency Manager shall assess the need for an evacuation. Working with local authorities and the Emergency Management Team, the Emergency Manager will plan evacuations, and coordinate support for the evacuation effort.

C. Transportation.

Individuals. The primary means of evacuation for most individuals will be personal automobiles. Residents are strongly encouraged to know their neighbors, understand their needs, and make plans to assist one another as may be necessary.

Emergency Transportation. The Town of Elizabeth recommends neighbors help neighbors with transportation if needed. Residents with school-aged children should refer to school policies and procedures during an emergency evacuation.

D. Traffic Control.

Emergency evacuation traffic movement will be controlled by local law enforcement agencies. Please obey all traffic signage and traffic control devices, even if they are moving traffic away from your desired destination.

1. During an evacuation, the Emergency Manager has the option to direct additional traffic lanes on multi-lane roads to allow for outbound evacuation traffic. It is critical during these lane adjustments that residents follow directions for new traffic flow, keep clear of incoming emergency vehicles, and do not return to Elizabeth once an evacuation has begun. **Please remember that based on the location of the emergency, residents may be directed to leave Town using routes they do not normally use.** Preplanned designated routes are designed to empty the Town in as efficient a way as possible. On-site emergency adjustments to planned routes may be required to meet the on-going demands of the emergency.

2. For large-scale evacuation and as the situation allows, traffic control devices, such as electronic signs and barricades will be used to display information to the public.

E. Evacuation Notices.

1. **Pre-Evacuation Notice.** For slow developing emergency situations, advance Pre-Evacuation Notices may be given to affected residents as soon as an evacuation may be needed. Such advance notice is normally distributed using Reverse 911, Town Sign Boards, social media (Facebook, X, and NeXT door), and the Town website.

Warning will be made to special facilities in a threatened evacuation area as early as possible. Such facilities will be requested to be reviewed and be prepared to implement their evacuation plans. ***If you have children in school, please refer to your school's emergency plan.***

If you are notified that you are in a Pre-Evacuation Area, please either leave the area at that time, or be prepared to leave as soon as an Evacuation Notice is issued.

2. **Evacuation Notice.** An official Evacuation Notice will be distributed to residents in an evacuation area through all available systems at the time that the Emergency Manager orders such evacuation.

In the case of an ordered Evacuation Notice, emergency response personnel may travel through the areas using siren and speaker-equipment to alert residents of the need to evacuate immediately. Door-to-door notification will be considered for apartment and multi-family buildings. On-scene emergency response personnel may directly notify special facilities.

Law enforcement personnel will sweep the evacuation area to ensure all those at risk have been advised of the need to evacuate. ***People who choose not to evacuate when instructed will assume all responsibility for any associated risk or injury.***

3. Evacuation Routes. During evacuation, residents are encouraged to leave Town as quickly as possible using the evacuation routes shown in **Table 5**.

The Town of Elizabeth is divided into four (4) specific quadrants (areas) for emergency declarations, shelter-in-place, or for evacuations. Each quadrant has a specific route designated to move the public outside of the danger zone as quickly and efficiently as possible. The North-South Boundary for quadrants is Colorado State Highway 86 (also known as Kiowa Avenue). The East-West Boundary for the quadrants is Elbert Street in Elizabeth.

The North-West Quadrant shall be known as “Quadrant 1” or “Quad 1”. This Quadrant includes the Elizabeth Middle School, the Elizabeth High School, the Elizabeth Waste Treatment Plant, Gold Creek Commons Subdivision, Hillside Subdivision, and the businesses located in this area.

The primary evacuation route for Quad 1 is North on County Road 13. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 1. The secondary evacuation route for Quad 1 is West on Highway 86, then North on County Road 3. The tertiary evacuation route for Quad 1 is East on Highway 86 then North on County Road 21.

The North-East Quadrant shall be known as “Quadrant 2” or “Quad 2”. This Quadrant includes the Crossroads Business Park, the Garland Subdivision, Winchester Estates, Hillside Villages Subdivision, and the businesses located along the Northern side of Highway 86.

The primary evacuation route for “Quad 2” is East on Highway 86 then North on County Road 21. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 2. The secondary evacuation route for Quad 2 is West on Highway 86, then North on County Road 13.

The South-West Quadrant shall be known as “Quadrant 3” or “Quad 3”. This Quadrant includes the Elizabeth Town Center Shopping Center [Safeway], the Pines and the Plains Library, all housing South of Highway 86 and West of Elbert Street, Elizabeth Acres Subdivision, Gold Creek Subdivision, Legacy Subdivision.

The primary evacuation route for “Quad 3” is North on County Road 13. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 3. The secondary evacuation route for Quad 3 is West on Highway 86, then North on County Road 3. The tertiary evacuation route for Quad 3 is East on Highway 86 then North on County Road 21.

The South-East Quadrant shall be known as “Quadrant 4” or “Quad 4”. This Quadrant includes Running Creek Plaza, Running Creek Park, all South Main Street, and those portions of the Town East of South Elbert Street and South of Highway 86. This Quadrant also includes Running Creek Elementary School, the Elizabeth Town Hall, the Frontier Center [former Frontier High School] and the Elizabeth School District Administrative Offices.

The primary evacuation route for “Quad 4” is East on Highway 86 then North on County Road 21. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 4. The secondary evacuation route for Quad 4 is West on Highway 86, then North on County Road 13.

4. Shelter-In-Place Notice. During certain types of emergencies, the Emergency Manager may determine that a shelter order is more appropriate than an evacuation order.

In a severe weather event, the rule of thumb is to put as many walls between you and the outdoors as possible and head to the lowest floor possible. The basement is the ideal location.

During a Shelter-In-Place Order that involves air quality concerns, residents are advised to close all doors, windows, and vents and take immediate shelter in a location that puts as much shielding between the individual and the hazardous outside air.

In an active shooter situation, most importantly, stay calm. If instructed, barricade yourself in a secure location, turn off all lights, silence all phones, and wait for further instructions. Wait in the safest location possible until you are given the “all clear” or given instructions from authorities.

5. Emergency Public Information and Dissemination. Warning messages distributed through various warning systems alert the public to the threat and provide basic instructions. They are short and to the point. The Public Information Officer or the Emergency Manager will ensure that such information is provided to the media on a timely basis for further dissemination to the public. ***When the incident that generated the need for evacuation is resolved, evacuees will be advised when it is safe to return to their homes and businesses.***

F. Special Facilities and Special Needs Populations.

Special facilities, such as schools, are responsible for the welfare and safety of those in their charge. These facilities should maintain an emergency plan that includes provision for an emergency evacuation.

G. Animal Evacuations.

Owners of pets are responsible for planning for their animals in the event of an evacuation. Depending on the situation and location of the shelter, emergency shelter facilities may or may

not allow evacuees to arrive with pets. Please contact your veterinarian or local animal shelter to determine how to address your pet's needs in the event of an Emergency Evacuation.

H. Access Control and Security.

Law enforcement will establish access control points to limit entry into evacuated areas, and where possible, conduct periodic patrols of such areas to deter theft or re-entry by those on foot. To the extent possible, fire departments will take measures to insure continued fire and other emergency protection.

I. Demobilization and Re-Entry.

Local authorities will normally make the decision to allow residents to return to their homes once all threats have diminished to a safe level. Residents are asked not to return to their homes until instructed that it is safe to do so. Information containing instructions that it is safe to return to an area will be distributed as appropriate. The following conditions will be used to assist in determining if it is safe to return to an evacuated area:

- The threat prompting the evacuation has been resolved or subsided.
- Sufficient debris has been removed to permit travel, and roads and bridges are safe to use.
- Downed power lines have been removed; ruptured gas, water, and sewer lines have been repaired, and other significant hazards have been eliminated.
- Structures have been inspected and deemed safe for occupancy.
- Adequate water is available for firefighting.

III. ROLES AND RESPONSIBILITIES.

A. Organization. The emergency organization will carry out evacuations and the return of people to their homes and businesses. A large-scale evacuation, however, may require the formation of a regional Unified Command (UC) to support the Incident Command Post (ICP) and Emergency Operations Centers (EOCs).

The lead agencies are: The Town of Elizabeth Police Department, the Elizabeth Town Administrator, the Fire Chief for the Elizabeth Fire Protection District, the Elizabeth Public Works Director, the Sheriff of Elbert County, and/or Elbert County Emergency Management.

IV. ADMINISTRATION AND SUPPORT.

Large-scale evacuations shall be reported to Elbert County Emergency Management and Colorado State Agencies and other jurisdictions that may be affected.

1. **Activity Logs.** The Emergency Manager, and if activated, Emergency Operations Center, maintain accurate logs recording evacuation decisions, significant evacuation activities, and the commitment of resources to support evacuation operations.

2. **Documentation of Costs.** Expenses incurred in carrying out evacuation shall be recorded and maintained for possible reimbursement after the event. All departments and agencies maintain records of personnel and equipment used and supplies consumed during large-scale evacuations.

V. FREQUENTLY ASKED QUESTIONS.

What areas of the Town are most at risk and could be subject to an emergency evacuation?

Residents need to understand that all areas of Town are subject to the same level of emergency risk, and therefore subject to emergency evacuation. During emergencies, the Emergency Manager will assess the threat level, and the Incident Commander will make an evacuation decision based on a real-time risk assessment.

What types of risks have been identified for the Town of Elizabeth?

In 2023, the *Elbert County Comprehensive Emergency Management Plan* was updated to assess potential hazards within Elbert County. This update also considered general hazards for the Town of Elizabeth as follows:

Natural Hazards: Flood, Severe Weather [Tornadoes/Lightening/Hail], Wildfire, Winter Storms, Infectious Disease Outbreak.

Technological Hazards: Aircraft Accidents, Communication Failures, Electrical Utility Incident/Failure, Water Utility Failure, Natural Gas/Pipeline Incident.

Human Caused Hazards: Active Threat, Cyber Threat.

What do evacuees need to take with them?

Once an emergency happens, there is little time to pack. Planning and packing an emergency “GO BAG” before an emergency event is critical. Residents should be prepared by prepacking a 72-hour bag containing items necessary for surviving 3 days. [A 5-day GO BAG is strongly recommended.] This bag should be prepared and always available before an emergency ever takes place. **Table 4** provides a list of possible items to include in an emergency “GO BAG”.

What travel routes should be used by evacuees?

Evacuation routes will be based on the location and severity of the incident. The evacuation routes in this plan will be used at the discretion of the Emergency Manager. Please follow all traffic control signage and emergency personnel instructions and information during an evacuation. The Emergency Manager and/or Law Enforcement will identify the most suitable evacuation routes for the community, based on how the incident is progressing. See **Table 5** for Evacuation Routes.

If asked to evacuate, when will evacuation shelters and/or mass care facilities become available to the public?

There are limited facilities in Elizabeth capable of serving as mass evacuation or care facilities. Depending on the nature and the extent of the emergency, evacuees from Elizabeth may need to plan to travel to other communities, and even adjacent Counties for temporary shelter. This is part of the reason having at least a 3-day GO BAG is recommended.

What special transportation will be available for evacuation?

Special transportation will be identified by the Emergency Management Team if needed. Areas of consideration will be given to special needs populations, schools and others requiring special assistance. All residents are encouraged to take time to understand the special needs of neighbors who may not be able to transport themselves during an evacuation.

How will evacuated areas of the Town be secured?

Based on the nature and extent of the evacuation, law enforcement may be able to monitor, and patrol evacuated areas. Please remember it is the responsibility of the homeowner to lock and secure their property before leaving their home.

TABLE 1

**TOWN OF ELIZABETH – EMERGENCY EVACUATION PLAN
CONTACT LIST**

Agency	Contact	Phone
Elizabeth Town Hall	Town Hall Staff	303-646-4166
Elizabeth Police Department	Local Enforcement	303-646-4664
Elizabeth Fire Protection District	Fire Department	303-646-3800
Douglas County Dispatch	Regional 911 Center	303-660-7594
Elbert County Sheriff	Elbert County	303-621-2027
Elbert County Emergency Management	Elbert County	303-805-6132
Elizabeth Public Works	Public Works Staff	303-646-9434

The telephone numbers provided above are designed to provide you with non-emergency contacts. In the event of an emergency, or if people are in immediate danger, CALL 911.

TABLE 2

**TOWN OF ELIZABETH – EMERGENCY EVACUATION PLAN
EMERGENCY CONTACT LIST FOR SUPPORT AGENCIES**

DRAFT

TABLE 3

**TOWN OF ELIZABETH – EMERGENCY EVACUATION PLAN
EVACUATION CHECKLIST**

Review this information now to prepare yourself for a quick and safe evacuation.

INDOORS

- Close all interior doors Leave a light on.
- Turn off all pilot lights.
- Shut down HVAC.
- Turn off gas.
- Close fireplace dampers.
- Close or block off any dog doors.

OUTDOORS

- Place combustible patio furniture in garage.
- Shut off propane at the tank or natural gas at the meter.
- Close all exterior vents, doors, and windows.

PREPARE VEHICLES

- Roll up car windows.
- Place essential items in the car including your basic supply kit.
- If you do not drive, make other arrangements for transportation in advance.

PREPARE FAMILY, PET(S) and LIVESTOCK

- Review all routes out of Town.
- Relay your plans to a contact person.
- Notify local organizations or families if assistance with livestock and pets is needed.
- Pay attention to messaging and reverse 911 notifications.
- Visit the Elbert County Emergency Management website for updates.

FAMILY EMERGENCY PLAN

- Where is our evacuation pack list?
- Do you have a meeting location just in case?
- Will you be staying with your family or looking for a hotel?
- What happens if the route we choose is blocked or unsafe?
- Who oversees securing the pets?
- How will you get in contact if you lose your phones?

TABLE 4

TOWN OF ELIZABETH – EMERGENCY EVACUATION PLAN

ITEMS TO INCLUDE IN A BASIC SUPPLY KIT / GO BAG

- Water, one gallon of water per person, per day for at least three days for drinking and sanitation.
- Trash bags.
- Camping gear.
- Prescription medications and glasses.
- Dentures and hearing aids.
- Infant formula and diapers.
- Complete change of clothing including a long-sleeved shirt, pants, and sturdy shoes.
- Sleeping bags.
- Food, at least a three-day supply of non-perishable food and can opener.
- Fire extinguisher.
- Pet food and water supplies.
- Leashes.
- Matches and lighters.
- Disposable eating utensils, paper towels, plates.
- Pen and paper.
- Flashlight and extra batteries/headlight.
- Cell phone and extra battery chargers.
- Fully stocked first aid kit.
- Whistle to signal for help.
- Dust mask, to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place.
- Moist towelettes, garbage bags and plastic ties for personal sanitation.
- Wrench or pliers to turn off utilities.
- Books, games, puzzles, or other activities for children.

Additional suggestions of “Event Specific” supplies may be found at:

<https://community.fema.gov/ProtectiveActions/s/topic/0TOt0000000GzxNGAS/emergency-supplies>

<https://www.ready.gov/sites/default/files/documents/files/checklist3.pdf>

TABLE 5

TOWN OF ELIZABETH – EMERGENCY EVACUATION ROUTES

Evacuation routes will be based on the location and severity of the incident. The evacuation routes in this plan will be used at the discretion of the Emergency Manager. Please follow all traffic control signage and emergency personnel instructions and information during an evacuation. The Emergency Manager and/or Law Enforcement will identify the most suitable evacuation routes for the community, based on how the incident is progressing.

The Town of Elizabeth is divided into four (4) specific quadrants (areas) for emergency declarations, shelter-in-place, or for evacuations. Each quadrant has a specific route designated to move the public outside of the danger zone as quickly and efficiently as possible. The North-South Boundary for quadrants is Colorado State Highway 86 (also known as Kiowa Avenue). The East-West Boundary for the quadrants is Elbert Street in Elizabeth.

The North-West Quadrant shall be known as “Quadrant 1” or “Quad 1”. This Quadrant includes the Elizabeth Middle School, the Elizabeth High School, the Elizabeth Waste Treatment Plant, Gold Creek Commons Subdivision, Hillside Subdivision, and the businesses located in this area.

The primary evacuation route for Quad 1 is North on County Road 13. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 1. The secondary evacuation route for Quad 1 is West on Highway 86, then North on County Road 3. The tertiary evacuation route for Quad 1 is East on Highway 86 then North on County Road 21.

The North-East Quadrant shall be known as “Quadrant 2” or “Quad 2”. This Quadrant includes the Crossroads Business Park, the Garland Subdivision, Winchester Estates, Hillside Villages Subdivision, and the businesses located along the Northern side of Highway 86.

The primary evacuation route for “Quad 2” is East on Highway 86 then North on County Road 21. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 2. The secondary evacuation route for Quad 2 is West on Highway 86, then North on County Road 13.

The South-West Quadrant shall be known as “Quadrant 3” or “Quad 3”. This Quadrant includes the Elizabeth Town Center Shopping Center [Safeway], the Pines and the Plains Library, all housing South of Highway 86 and West of Elbert Street, Elizabeth Acres Subdivision, Gold Creek Subdivision, Legacy Subdivision.

The primary evacuation route for “Quad 3” is North on County Road 13. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 3. The secondary evacuation route for Quad 3 is West on Highway 86,

then North on County Road 3. The tertiary evacuation route for Quad 3 is East on Highway 86 then North on County Road 21.

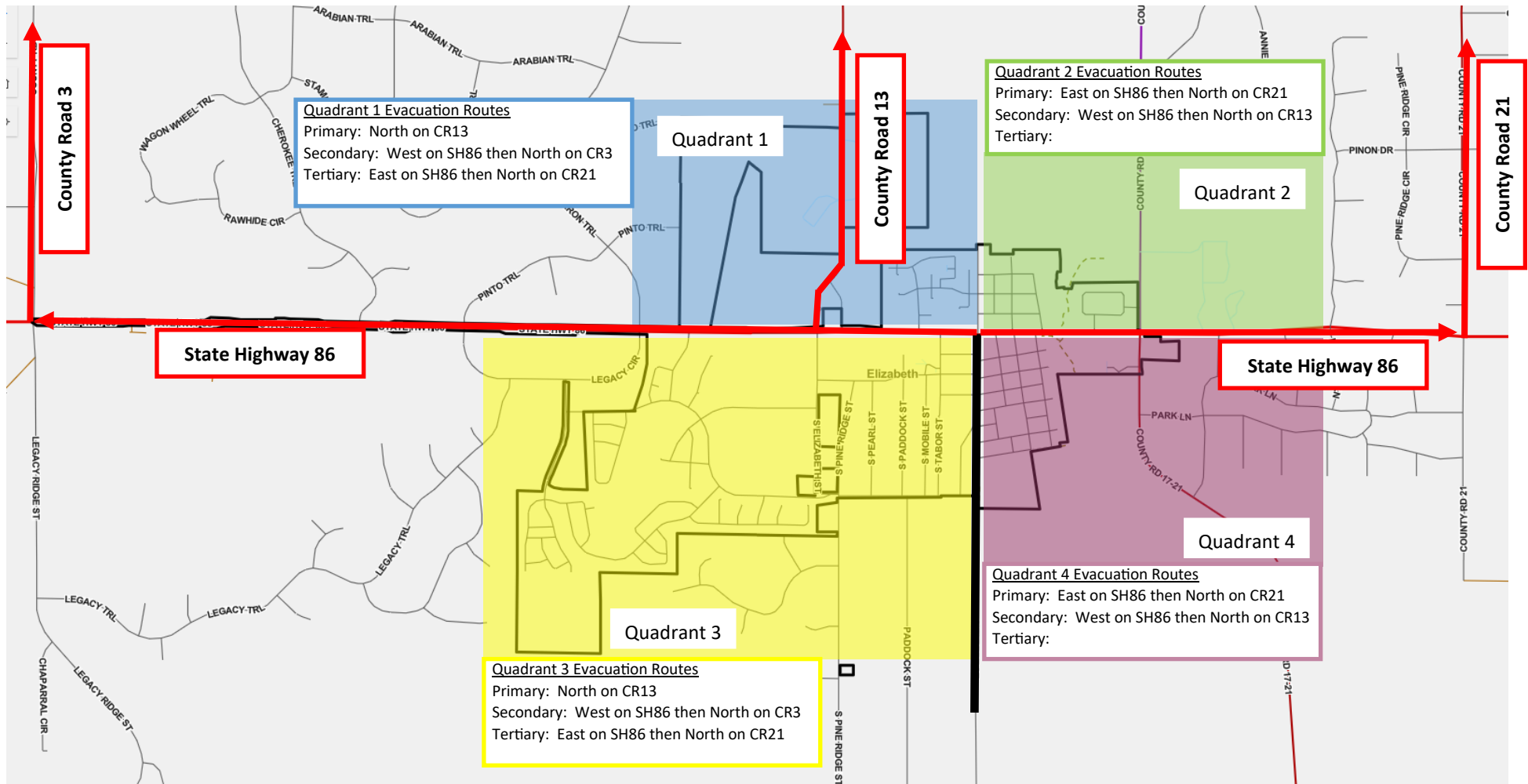
The South-East Quadrant shall be known as “Quadrant 4” or “Quad 4”. This Quadrant includes Running Creek Plaza, Running Creek Park, all South Main Street, and those portions of the Town East of South Elbert Street and South of Highway 86. This Quadrant also includes Running Creek Elementary School, the Elizabeth Town Hall, the Frontier Center [former Frontier High School] and the Elizabeth School District Administrative Offices.

The primary evacuation route for Quad 4 is East on Highway 86 then North on County Road 21. This primary route is the one to be most likely used by Emergency Responders in creating a safe evacuation route for people located in Quad 4. The secondary evacuation route for Quad 4 is West on Highway 86, then North on County Road 13.



TOWN OF ELIZABETH Emergency Evacuation Plan Effective July 1, 2025

DRAFT 04/18/2025



The purpose of this plan is to provide for the orderly and coordinated evacuation of all or any part of the population of Elizabeth if it is determined that such action is the most effective means available for protecting the population from the effects of an emergency. This plan may serve as a tool for multiple agencies and area residents in understanding the Chain of Command, and how a response to a major emergency may be handled by the Emergency Manager or Local Official.

This plan, and any possible evacuation routes described herein, may be changed based on unfolding conditions. Residents are strongly encouraged to be familiar with all planned evacuation routes but are prepared to follow instructions from emergency personnel and directional signage during an actual evacuation event.



Emergency Services



Town of Elizabeth
303-646-4166
townofelizabeth.org



Elizabeth Police Dept
303-646-4664
Dispatch 303-660-7500
townofelizabeth.org/police



Elizabeth Fire District
303-646-3800
elizabethfpd.colorado.gov/



THE TOWN OF
ELIZABETH
COLORADO

Emergency Evacuation Plan

What parts of the Town are most at risk?

All of Elizabeth has the same level of emergency risk, and subject to emergency evacuation.

What types of risks have been identified for the Town of Elizabeth?

Natural Hazards: Floods, Tornadoes, Lightening, Hail, Wildfire, Winter Storms.

Other Hazards: Communication Failures, Electrical Utility Incident/Failure, Water Utility Failure, Natural Gas/Pipeline Incident, Active Threat, Cyber Threat.



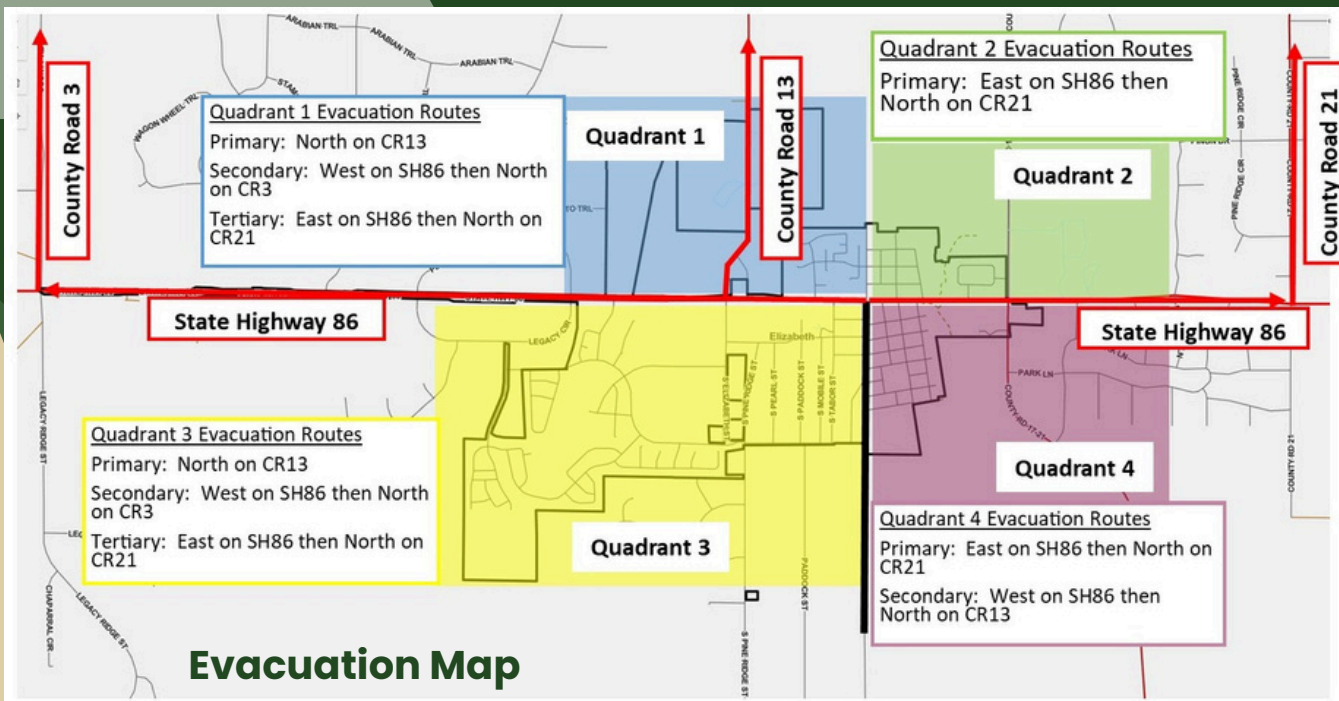
Where do I go?

Evacuation routes will be based on the location and severity of the incident. There are only a few places in Elizabeth able to serve as an emergency shelter. Residents may have to travel to other towns, and even adjacent Counties for temporary shelter. Please take time to understand the special needs of neighbors who may not be able to transport themselves during an evacuation.

What do evacuees need to take?

Once an emergency happens, there is little time to pack. Planning and packing an emergency "GO BAG" before an emergency event is critical. Here are items to consider for your emergency 72-hour bag.

- Water, one gallon of water per person, per day
- Prescription medications and glasses
- Dentures and hearing aids
- Infant formula and diapers
- Complete change of clothing
- Sleeping bags
- Food, at least a three-day supply of non-perishable food and can opener
- Fire extinguisher
- Pet food, water supplies and leashes
- Matches and lighters
- Disposable utensils, paper towels, plates
- Flashlight, extra batteries/headlight
- Cell phone and extra battery chargers
- Fully stocked first aid kit
- Whistle to signal for help
- Dust mask, to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place
- Moist towelettes, garbage bags and plastic ties for personal sanitation
- Wrench or pliers to turn off utilities
- Books, games, puzzles, or other activities for children.



Evacuation Map



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

To: Board of Trustees
From: Alex Cramer, AICP, Planner/Project Manager
Date: November 12, 2025
Subject: Friday Night Market Contract, Resolution

Summary

For several years the Town of Elizabeth has worked with the Elizabeth Brewing Company (EBC) to sponsor the "Friday Night Market". The summer-long, weekly event, includes vendors, live music, and an assortment of food and beverage vendors. EBC has negotiated compensation in the amount of \$20,000 for the 2026 season. This payment from the Town will assist in reserving bands, events/activities for children, and offset marketing to grow the event. These costs are anticipated in the Town's 2026 Budget.

The agreement is nearly identical to last year's, with a special provision in the event flooding or precipitation makes the use of Running Creek Park questionable. In such instances, the Town will work in good faith to obtain an alternative location in a timely manner for the continued success of the event during such times.

Budget Considerations

The costs of the License Agreement are \$20,000 and are anticipated in the Town's 2026 Budget.

Staff Recommendation

Staff recommends approval of the License Agreement as the event has been successful in prior years and anticipates further success in the 2026 summer season.

ATTACHMENT(S)

Resolution 25R38

EBC Friday Night Market Contract

RESOLUTION 25R38

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A LICENSE AGREEMENT WITH ELIZABETH BREWING COMPANY REGARDING THE FRIDAY NIGHT MARKET AT RUNNING CREEK PARK FOR THE YEAR 2026

WHEREAS, the Town of Elizabeth has previously entered into a License Agreement with Elizabeth Brewing Company regarding the "Friday Night Market" to be held in the summer at Running Creek Park; and

WHEREAS it is appropriate to continue the relationship with Elizabeth Brewing Company for the upcoming summer of 2026 for the "Friday Night Market".

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

SECTION 1. The Board of Trustees hereby authorizes the Mayor of the Town of Elizabeth to execute a License Agreement, attached hereto as Exhibit A, between the Town of Elizabeth and Elizabeth Brewing Company for 2026.

PASSED, APPROVED, and ADOPTED this ____ day of _____, 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of _____ for and _____ against.

Angela Ternus, Mayor

ATTEST:

Michelle M. Oeser, Town Clerk

**LICENSE AGREEMENT BETWEEN THE TOWN OF ELIZABETH COLORADO
AND THE ELIZABETH BREWING COMPANY**

THIS LICENSE is made and entered into on this 12th day of November 2025, by and between the TOWN OF ELIZABETH, Colorado whose address is 151 S. Banner Street, P.O. Box 159, Elizabeth, CO 80107 (the "Town") and THE ELIZABETH BREWING COMPANY, whose address is 239 S. Main Street, Elizabeth, CO 80107 ("Licensee").

AGREEMENT

NOW, THEREFORE, it is hereby agreed as follows.

1. **LICENSED PROPERTY, TERM.**

a. The property that is licensed for use and the term provided for in this license is commonly described as Running Creek Park, 500 E. Kiowa Avenue, Elizabeth, Colorado ("Licensed Property"). The Licensed Property is for the use described herein and is subject to all easements and rights-of-way of record.

b. The term of this License shall commence on June 12, 2026, and shall continue each Friday through and including August 14, 2026, from 3:00 P.M. until 10:00 P.M.

2. **COMPENSATION.** Upon execution of this Agreement, the Town will tender a one-time payment to the Licensee to assist in meeting the contractual obligations further set forth herein. The total compensation due and owing by the Town to the Licensee is twenty thousand dollars (\$20,000.00). These funds are tendered to the Licensee to offset the booking of bands, marketing, and assist in the management and oversight of the "Friday Night Market."

3. **INSURANCE.** Licensee shall obtain for itself, its agents, successors, assigns, lessees, licensees and agents, necessary and adequate workman's compensation insurance, personal injury insurance, and property damage insurance, with limits commensurate with the hazards and risks associated with the use of the Licensed Property, but in no event less than the liability limits established by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as now in effect or as hereinafter amended. Neither Licensee nor its agents, successors and assigns shall commence any construction, placement, operation or maintenance of the fixture or structure on the Licensed Property until it has obtained all insurance required under this section and shall have filed a certificate of insurance or a certified copy of the insurance policy with the Town. Each insurance policy shall list the Town as an additional named insured and shall contain a clause providing that coverage shall not be cancelled by the insurance company without thirty (30) days' written notice to the Town of intention to cancel.

4. **USE.** Licensee covenants and agrees that it shall utilize the Licensed Property as follows:

a. Licensee shall provide live music each Friday during the term of the License to include ten

(10) regularly scheduled events. August 21, 2026, is reserved for a “make-up” event in the case that a regularly scheduled Friday Night Market is cancelled during the season.

- b. Licensee shall use the Town’s branding for the event and shall receive approval through Town of Elizabeth before releasing new event market materials.
- c. Licensee shall provide an alcohol vendor on each Friday during the term of the License.
- d. Licensee may use the Town’s special event permit for the initial June 12, 2026, event upon at least sixty (60) days advance written notice of the intent to rely on the Town’s special event permit. Licensee shall apply for, and make use of, a Festival Permit for the remaining Friday Night Markets in 2026. This process, for 2026, will ensure that appropriate licensing is in place for all ten (10) regularly scheduled events. In the event a “make-up” event is required, as detailed in Section 4.a., the Town shall provide the use of its special event permit for this specific date.
- e. Licensee will be allowed to use Town’s supplied power and will not be obligated to remit payment to Town for the use of the electric box during the market. Licensee may not require payment to be remitted by vendors for electric hookup specifically. Food and other vendors who choose to make use of a portable generator shall be located away from the electrical hookups to minimize noise levels near the adjacent apartment building.
- f. Licensee shall facilitate the inclusion of food, merchandise, and produce vendors from 5:00 p.m. until 9:00 p.m. each Friday during the term of the License. Licensee shall be responsible for ensuring that any vendor has obtained a permit from the Town of Elizabeth. Under no circumstances may live animals be sold, gifted, or exchanged during such events.
- g. The Town reserves the right to have one (1) booth space at each market as may be determined by the Town. The Town will coordinate with Licensee regarding the location of the booth space.
- h. Licensee shall coordinate with vendors and bands to limit vehicle traffic to paved areas and designated loading zones. Vehicle access to Running Creek Park shall be limited to loading and unloading purposes only during non-event hours, and all vehicles must be removed from the Licensed Property prior to 5:00 p.m. on event days unless specifically authorized in writing by the Town. Furthermore, Licensee shall be solely responsible to ensure that no unauthorized vehicle, golf cart, 4-wheeler, or motorcycle shall be operated on the Licensed Property.
- i. The Town will provide bandstand lighting and three (3) light poles in Running Creek Park. The Town anticipates increasing lighting during the effective dates of this license.

- j. The Town will provide power directly to the bandstand.
- k. The Town will provide seven (7) portable restrooms and shall incur the costs for the same.
- l. The Town will provide seeding throughout Running Creek Park during the Friday Night Market season as may be determined by the Town's Director of Public Works.
- m. The Town will provide a dumpster to be utilized during the Friday Night Market season. Depending on soil conditions and weather, the dumpster shall be located on Running Creek Park or as reasonably close as may be practical. Both the Town and the Licensee reserve the right to lock the dumpsters during such times the event is not occurring, so long as access is provided to the other party as requested.
- n. Licensee, at the end of each Friday evening event, shall ensure that Running Creek Park is reasonably free from waste, including but not limited to, food waste, wrappers, cups, bottles, and cigarette butts. In the event Town staff is required to perform excess clean-up after the event, the Town reserves the right to seek reasonable compensation for time spent in removing waste.
- o. During each event, the Licensee shall specifically name one or more individuals to be responsible for management and oversight of the event. The name and cellular telephone number for the individual(s) shall be provided to the Elizabeth Police Department prior to the start of the event each evening. Furthermore, said individual(s) shall be reasonably identified using a specific and distinct shirt, hat, or other garment, allowing for the ready identification of the Licensee's event manager in the event of an emergency.
- p. Licensee shall be responsible for making use of TIPS trained individuals to check identifications and issue wrist bands for those over the age of twenty-one (21) years of age. Licensee shall also ensure that no outside alcoholic beverages are allowed within the event, or that alcoholic beverages sold at the event are not to leave Running Creek Park.

5. FESTIVAL PERMIT ADMINISTRATION. The Elizabeth Brewing Company, as Licensee, is hereby granted the authority to: (a) invite any licensed alcoholic beverage manufacturer to participate in events held under its festival permit, provided such participation complies with the limitations set forth in Colorado Revised Statutes § 44-3-404(2.5); (b) remove any licensed alcoholic beverage manufacturer from participation in such events at Licensee's sole discretion, with notice to the Town within five (5) business days of such removal; and (c) submit an updated festival permit application directly to the Colorado Liquor Enforcement Division, without requiring prior approval during a regular meeting of the Town of Elizabeth Board of Trustees, provided that the Licensee notifies the Town of the updated application within five (5) business days of submission. All festival activities shall remain subject to the Colorado Liquor Code and applicable regulations, including restrictions on joint participation by other licensees as outlined in § 44-3-404(2).

6. NOTICE OF NAME OF EVENT. Licensee, in entering into this Agreement, knows and acknowledges that the name of the Friday night event is known as the "Friday Night Market" and will advertise the same as such.

7. RE-ENTRY. Licensee covenants and agrees to permit the Town or its duly authorized representatives to enter upon the Licensed Property, at any reasonable hour of any Friday during the term hereof, for the purpose of inspecting the same, making surveys, showing the Licensed Property to prospective licensees and to do such other acts and things as it deems necessary for the protection of its interests therein.

8. NOTICE. Any notice required under this License shall be in writing and hand-delivered to the respective parties at the address hereinabove given. The Town Clerk shall be the representative of the Town to accept or give any approval, notice or the like provided hereunder. In the event Licensee should change the address hereinabove given during the term of this License, Licensee shall notify the Town in writing of such change of address:

The Town: The Town of Elizabeth
Attn: Elizabeth Town Administrator
151 S. Banner Street, P.O. Box 151
Elizabeth, CO 80107

Licensee: The Elizabeth Brewing Company
239 S. Main Street
Elizabeth, CO 80107

9. NO COVENANT OF TITLE OR QUIET POSSESSION. The rights granted herein are without covenant of title or warranty of quiet possession of the Licensed Property.

10. SUCCESSORS AND ASSIGNS. This License shall insure to the benefit of, and be binding upon, the respective legal representatives, heirs, successors and assigns of the parties.

11. ASSIGNMENT OR SUB-LEASE. Licensee covenants and agrees not to assign this License or to sublet any part of the Licensed Property without first obtaining the written consent of the Town.

12. LICENSED PROPERTY TAKEN "AS IS." Licensee understands and agrees that the Licensed Property is licensed "as is." The Town makes no warranty, written or implied that the Licensed Property is fit for any purpose or that it meets any federal, state, county or local law, ordinance or regulation applying to the Licensed Property.

13. LIABILITY AND INDEMNIFICATION. The Town shall not be liable for any loss, injury, death or damage to any person or personal property which may arise from the use or condition of the Licensed Property including, but not limited to, loss, injury, death, or damage resulting from ice, water, rain, snow, gas, electrical wires, or fire, during the term of the License or any

renewal thereof. Licensee hereby expressly agrees to defend, indemnify and hold harmless the Town, its officers, agents, employees and insurers against any liability, loss, damage, demand, action, cause of action or expense of whatever nature (including court costs and attorney fees) which may result from any loss, injury, death or damage allegedly sustained by any person, firm, corporation or other entity which arises out of or is caused by reason of Licensee's use of the Licensed Property or Licensee's failure to fulfill the terms and conditions of the License.

14. RESERVATION FOR BOARD USE. This License is made under and conformable to the provisions of all Town of Elizabeth regulations as far as applicable. Said provisions are incorporated herein and made part hereof by this reference and shall supersede any apparently conflicting provisions otherwise contained in the License. The Town reserves the right to make full use of the Licensed Property as may be necessary or convenient in the operation of the public streets, drainage infrastructure, or drainageways under the control of the Town and the Town retains all rights to operate, maintain, install, repair, remove or relocate any of its facilities located within the Licensed Property at any time and in such a manner as it deems necessary.

15. HAZARDOUS WEATHER / STORM EVENT. The Licensee acknowledges that Running Creek Park is an unimproved park event facility, which may be impacted by rain, flooding, or related storm events. The Town of Elizabeth will take all steps reasonably necessary to ensure the Licensed Property is available for the Friday Night Market. However, the Town also reserves the right to cancel the event on the Licensed Property if, according to the Town's sole determination, it finds that holding of any Friday Night Market on the Licensed Property may result in substantial damage to the park lands. In such circumstances, the Town of Elizabeth will provide notice to the Licensee as soon as possible and will work in good faith to obtain an alternative location in a timely manner.

16. TERMINATION. The Town may terminate this License Agreement at any time upon thirty (30) days written notice to Licensee. If default shall be made in any of the covenants or agreements herein contained to be kept by Licensee, it shall be lawful for the Town to enter into the said Licensed Property, or any part thereof, either with or without process of law, to terminate the interest of Licensee or of any person or persons occupying the same, and to expel, remove or put out such person or persons, using such force as may be necessary in so doing, without being liable to prosecution or to damages therefor, and the said Licensed Property again to repossess and enjoy as in the first and former estate of the Town. If at any time the License shall be terminated as aforesaid, or by any other means, Licensee agrees to surrender and deliver up said Licensed Property peaceably to the Town immediately upon the termination, and if Licensee shall remain in possession after termination, Licensee shall be deemed guilty of a forcible detainer on said Licensed Property, and waiving all notice, shall be subject to eviction and removal, forcibly or otherwise, with or without process of law.

17. VENUE. For the resolution of any dispute arising hereunder, venue shall be in the courts of Elbert County, State of Colorado.

IN WITNESS WHEREOF, the parties hereto each herewith subscribed the same below.

TOWN OF ELIZABETH, COLORADO

Angela Ternus, Mayor

ATTEST

Michelle Oeser, Town Clerk

Owner/Representative,
The Elizabeth Brewing Company

TOWN OF ELIZABETH



Proposed 2026 Budget

COMBINED BALANCE SHEET
SUMMARY OF 2026 TOTAL BUDGET
2026 PROPOSED BUDGET

	FUND 10 GENERAL FUND	FUND 21 STREET MAINT. FUND	FUND 31 CAP IMP FUND	FUND 32 STREET CAP FUND	FUND 52 WTR SWR FUND	TOTAL BUDGET
Revenues	3,530,345	518,613	1,985,000	1,674,000	1,902,264	9,610,222
Transfer from Other Funds	600,000	-	-	-	-	600,000
SUB-TOTAL	<u>4,130,345</u>	<u>518,613</u>	<u>1,985,000</u>	<u>1,674,000</u>	<u>1,902,264</u>	<u>10,210,222</u>
Beginning Balance	4,798,935	1,547,002	11,904,724	4,978,457	10,926,338	34,155,455
TOTAL REVENUES	<u>8,929,280</u>	<u>2,065,615</u>	<u>13,889,724</u>	<u>6,652,457</u>	<u>12,828,602</u>	<u>44,365,677</u>
Expenditures	(4,089,603)	(476,587)	(2,604,620)	(3,001,080)	(1,599,625)	(11,771,516)
Debt Service	-	-	-	(507,945)	(74,436)	(582,381)
Transfer to Other Funds	-	-	(175,000)	(175,000)	(250,000)	(600,000)
TOTAL EXPENSES	<u>(4,089,603)</u>	<u>(476,587)</u>	<u>(2,779,620)</u>	<u>(3,684,025)</u>	<u>(1,924,062)</u>	<u>(12,953,897)</u>
ENDING FUND BALANCE	<u>4,839,676</u>	<u>1,589,027</u>	<u>11,110,104</u>	<u>2,968,432</u>	<u>10,904,540</u>	<u>31,411,779</u>
EMERG RESERVE	(122,688)	(14,298)	(83,389)	(110,521)	(57,722)	(388,617)
CONSERVATION TRST RES	(156,908)	-	-	-	-	(156,908)
DEBT RESERVE	-	-	-	(143,500)	(74,436)	(217,936)
ARPA RESERVE	-	-	-	-	-	-
Year End Balance	<u>4,560,080</u>	<u>1,574,730</u>	<u>11,026,715</u>	<u>2,714,411</u>	<u>10,772,382</u>	<u>30,648,318</u>

TOWN OF ELIZABETH
GENERAL FUND SUMMARY
2026 PROPOSED BUDGET

	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
REVENUES				
REVENUES	4,182,071	3,378,408	3,779,679	3,530,345
TRANSFER IN	410,000	530,000	530,000	600,000
SUB-TOTAL	4,592,071	3,908,408	4,309,679	4,130,345
BEGINNING FUND BALANCE	3,142,264	3,934,121	3,934,121	4,798,935
TOTAL REVENUES	7,734,335	7,842,529	8,243,800	8,929,280
EXPENDITURES				
EXPENDITURES	(3,800,209)	(3,868,804)	(3,444,866)	(4,089,603)
TOTAL EXPENSES	(3,800,209)	(3,868,804)	(3,444,866)	(4,089,603)
ENDING FUND BALANCE	3,934,121	3,973,725	4,798,935	4,839,676
EMERGENCY RESERVE	(114,006)	(116,064)	(103,346)	(122,688)
CONSERVATION TRUST RESERVE	(155,338)	(167,338)	(166,908)	(156,908)
ARPA RESERVE	(196,807)	(44,550)	-	-
YEAR END BALANCE	3,467,969	3,645,773	4,528,681	4,560,080

**TOWN OF ELIZABETH
GENERAL FUND SUMMARY
2026 PROPOSED BUDGET**

REVENUES		2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-31	Taxes	1,917,293	1,963,798	2,090,033	2,068,263
10-32	Licenses, Fees, and Charges	621,676	308,500	469,445	277,500
10-33	Intergovernmental	20,101	15,600	17,860	14,500
10-34	Grants	-	-	-	-
10-36	Other	1,623,001	1,090,510	1,202,341	1,170,082
10-39	Transfers In	410,000	530,000	530,000	600,000
TOTAL REVENUE		<u>4,592,071</u>	<u>3,908,408</u>	<u>4,309,679</u>	<u>4,130,345</u>
EXPENDITURES					
10-41	Town Clerk	779,990	748,269	715,131	808,553
10-42	Judicial	23,107	39,605	22,034	39,575
10-43	Legislative	33,372	40,255	45,094	61,606
10-46	Police Department	1,781,294	1,921,104	1,771,178	2,232,042
10-49	Parks	259,149	278,845	257,291	287,366
10-52	Twn Adminstr	240,662	242,975	225,824	253,085
10-53	Community Development	682,636	597,751	408,314	407,376
TOTAL EXPENDITURES		<u>3,800,209</u>	<u>3,868,804</u>	<u>3,444,866</u>	<u>4,089,603</u>

**TOWN OF ELIZABETH
GENERAL FUND REVENUES
2026 PROPOSED BUDGET**

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
TAXES:					
10-31-1000	Property Taxes	735,118	853,798	853,798	868,263
10-31-2000	Specific Ownership Tax	103,384	110,000	105,399	110,000
10-31-3100	1% Sales Tax	1,078,791	1,000,000	1,130,836	1,090,000
	SUB-TOTAL	1,917,293	1,963,798	2,090,033	2,068,263
LICENSES, FEES, AND CHARGES:					
10-32-1000	Franchise Tax	115,891	110,000	161,804	160,000
10-32-2000	Building Permit	443,116	150,000	255,470	70,000
10-32-2100	Passport Execution Fees	13,090	10,000	13,431	12,000
10-32-2200	Passport Photo Fees	2,349	2,000	2,486	2,000
10-32-2300	Bag Fees	10,852	6,500	9,472	8,500
10-32-3000	Other Licenses, Fees and Chg	36,378	30,000	26,782	25,000
	SUB-TOTAL	621,676	308,500	469,445	277,500
INTERGOVERNMENTAL:					
10-33-2000	Cigarette Tax	6,230	3,600	6,290	4,500
10-33-3000	Conservation Trust Fund	13,871	12,000	11,569	10,000
	SUB-TOTAL	20,101	15,600	17,860	14,500
10-34-1000	GRANTS:	-	-	-	-
OTHER:					
10-36-1000	Interest	212,520	60,000	199,499	210,000
10-36-3100	Fines and Forfeitures	60,199	67,000	155,076	125,000
10-36-4000	Public Improvement Fee	842,550	786,510	711,851	773,887
10-36-7000	Police Revenue	60,421	20,000	45,123	15,000
10-36-7100	Police Impact Fee Revenue	71,534	36,000	14,741	7,312
10-36-7200	Public Bldg Impact Fee Revenue	73,226	37,000	15,106	3,196
10-36-7300	Parks Impact Fee Revenue	59,455	12,000	4,449	2,595
10-36-7400	Public Works Impact Fee Revenue	128,075	64,000	26,404	13,092
10-36-9000	Other Revenue	115,021	8,000	30,092	20,000
	SUB-TOTAL	1,623,001	1,090,510	1,202,341	1,170,082
	TOTAL REVENUES	4,182,071	3,378,408	3,779,679	3,530,345
TRANSFERS IN:					
10-39-7000	Transfer from Water Fund	200,000	250,000	250,000	250,000
10-39-7003	Transfer from Cap Imp Fund	110,000	140,000	140,000	175,000
10-39-7004	Transfer from Street Cap Fund	100,000	140,000	140,000	175,000
	SUB-TOTAL	410,000	530,000	530,000	600,000
	GRAND TOTALS	4,592,071	3,908,408	4,309,679	4,130,345

**TOWN OF ELIZABETH
GENERAL FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 10 ACCOUNT NUMBER 41

DEPARTMENT: TOWN CLERK

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-41-1100	Salaries & Wages	315,075	330,693	315,327	364,187
10-41-1300	Overtime	805	998	308	1,111
10-41-1400	Workers' Compensation	376	464	316	402
10-41-1500	Health Insurance	82,311	78,010	85,373	99,892
10-41-1550	Retirement	15,494	16,585	15,766	18,265
10-41-1600	FICA	23,566	25,374	23,387	27,945
10-41-1700	Colo Unemployment	632	995	631	731
10-41-1800	Tuition Reimbursement	3,972	7,500	2,647	-
10-41-1825	Memberships - Employee	1,938	2,000	2,373	2,000
10-41-1850	Training, Travel and Lodging	9,850	9,000	7,791	9,000
10-41-2500	Audit	28,000	28,500	28,500	29,000
10-41-3010	Community & Public Relations	6,974	8,750	5,682	6,000
10-41-3020	Mayor's Tree Lighting	12,304	15,500	15,500	16,000
10-41-3030	Birthday Bash	5,250	5,500	3,618	5,500
10-41-3040	Senior Engagement	-	5,000	436	5,000
10-41-3200	Contracted Services	3,996	1,200	440	1,200
10-41-3320	Contributions and Sponsorships	3,000	3,000	4,611	-
10-41-3350	County Treasurer & Other Fees	17,187	23,000	27,278	23,000
*	Merchant / Bank Fees	-	-	-	5,500
10-41-3400	Legal Publications	4,176	3,000	2,108	3,000
10-41-3450	Elections	1,558	-	895	5,000
10-41-4000	Bldg Maint and Repairs	9,990	5,500	6,093	2,500
10-41-4400	Equipment and Maint	8,321	9,500	6,487	7,000
10-41-4500	Furniture	351	500	-	-
10-41-4600	Office Supplies	10,144	11,000	5,052	11,330
10-41-4700	Postage	8,264	8,700	7,766	9,300
10-41-4800	Telephone and Internet	14,339	17,300	22,282	17,300
10-41-4900	Utilities	5,663	8,700	4,793	9,140
10-41-5250	IT - Contracted	14,819	12,000	11,032	12,000
10-41-5300	IT - Hardware	4,100	-	-	1,500
10-41-5325	IT - Software Purchases	91	-	235	150
10-41-5350	IT - Software Contracts	45,637	-	-	-
10-41-5390	Records Management	-	1,000	632	1,000
10-41-5400	Insurance	41,328	38,000	35,641	40,000
10-41-5500	Legal - Contracted	53,063	40,000	35,125	40,000
10-41-5600	Memberships - Town	14,522	15,000	13,949	15,000
*	ECCOG Dues	-	-	-	6,100
10-41-5700	Public Relations	(357)	-	-	-
10-41-5800	Town Hall Events	968	9,500	-	9,500
10-41-5850	Employee Recognition	6,380	3,500	1,337	3,500
10-41-9000	Other	5,905	3,000	21,722	500
SUB-TOTAL		779,990	748,269	715,131	808,553

**TOWN OF ELIZABETH
GENERAL FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 10 ACCOUNT NUMBER 42

DEPARTMENT: JUDICIAL

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-42-1200	Salaries & Wages- Muni Judge	12,080	13,590	10,354	14,400
10-42-1300	Salaries & Wages- Asst Judge	719	4,316	2,466	4,316
10-42-1400	State Comp	357	25	13	21
10-42-1600	FICA	979	1,370	981	1,432
10-42-1700	Colo Unemployment	26	54	26	37
10-42-1825	Memberships - Employee	120	-	-	120
10-42-1850	Training, Travel and Lodging	1,129	3,000	-	2,000
10-42-3200	Court Prosecutor - Contracted	7,648	17,000	8,100	17,000
10-42-9000	Other	50	250	94	250
	SUB-TOTAL	23,107	39,605	22,034	39,575

FUND NO. 10 ACCOUNT NUMBER 43

DEPARTMENT: LEGISLATURE

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-43-1100	BOT - Salaries & Wages	13,700	14,400	14,123	14,400
10-43-1200	PC - Compensation	3,750	4,200	4,029	4,200
10-43-1400	BOT - Workers' Compensation	7	20	6	16
10-43-1450	PC - Workers' Compensation	2	6	2	5
10-43-1600	BOT - FICA	1,033	1,102	1,081	1,102
10-43-1650	PC - FICA	303	321	309	321
10-43-1700	BOT - Colo Unemployment	27	43	28	29
10-43-1750	PC - Colo Unemployment	8	13	8	8
10-43-1850	BOT - Train, Trvl, Lodg	175	3,000	9,209	-
10-43-3700	PC - Train, Trvl, Lodg	1,474	1,500	-	1,500
*	BOT Retreat	-	-	-	3,000
*	STARS Program	-	-	-	500
*	Chamber of Commerce	-	-	-	325
*	Protectors Event	-	-	-	750
*	Student Liason Scholarship	-	-	-	-
*	Aspire Program	-	-	-	300
*	Elizabeth Stampede	-	-	-	-
*	Friday Night Market	-	-	-	20,000
*	Wreaths Across America	-	-	-	350
*	EHS Art School	-	-	-	250
*	1776 / 1876	-	-	-	-
10-43-4400	BOT - Equipment	-	-	-	250
10-43-4450	PC - Equipment	-	-	-	250
10-43-5000	BOT - Meals	732	1,400	419	-
10-43-5100	PC - Meals	105	500	-	-
10-43-5250	IT - Contracted	11,152	12,000	15,017	12,300
10-43-5800	BOT - Awards/Recognition	905	1,000	435	1,000
10-49-5900	PC - Awards/Recognition	-	500	-	500
10-43-9000	BOT- Other	-	250	429	250
	SUB-TOTAL	33,372	40,255	45,094	61,606

**TOWN OF ELIZABETH
GENERAL FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 10 ACCOUNT NUMBER 46

DEPARTMENT: POLICE

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-46-1100	Salaries & Wages	1,011,699	1,066,504	998,939	1,253,970
10-46-1230	HVE Grant Overtime	420	6,000	1,218	6,000
10-46-1240	Contracted Overtime	600	1,000	2,057	1,000
10-46-1300	Overtime	43,616	20,216	34,234	32,939
10-46-1400	Workers' Compensation	27,271	29,022	21,897	28,195
10-46-1500	Health Insurance	207,369	245,224	218,159	289,998
10-46-1550	Retirement	13,602	16,835	12,858	21,927
10-46-1600	FICA	22,211	22,988	21,567	23,993
10-46-1605	FPPA	104,825	134,010	120,457	179,525
10-46-1700	Colo Unemployment	1,964	3,260	1,949	2,574
10-46-1825	Memberships - Employee	999	1,500	2,775	1,500
10-46-1850	Training, Travel and Lodging	14,737	12,500	7,247	12,500
10-46-3000	Community Outreach	1,497	3,500	919	2,000
10-46-3005	Student Academy	3,312	8,000	3,851	3,500
10-46-3200	Contracted Services	23,409	20,000	11,263	15,000
10-46-3205	Victims Advocate	15,000	15,000	15,000	15,000
10-46-3210	ECCA Maintenance	11,694	13,000	13,000	19,500
10-46-3500	Investigative Services	650	5,000	857	1,000
10-46-3505	Investigative & Property Equipment	2,781	2,000	955	1,000
10-46-3510	Rocky Mountain RCFL	540	1,000	-	-
*	Lexipol	-	-	-	5,000
*	Active 911 / SWAT	-	-	-	500
*	SOTAR	-	-	-	1,800
10-46-3600	Mobile Data Laptops	3,341	5,000	3,207	5,000
10-46-3625	Weapons - Lethal	-	-	-	-
10-46-3650	Weapons - Less Lethal	5,267	3,000	5,105	5,000
10-46-3655	Body Cams Contract	27,004	15,510	15,510	16,500
10-46-3660	Tasers Contract	9,600	4,810	4,810	5,200
10-46-3665	Flock Cameras	-	8,500	12,857	12,000
10-46-3675	Other Equipment	220	-	16,655	6,000
10-46-4000	Bldg Maint & Repairs	4,161	3,500	3,415	-
10-46-4300	Drug, Screen, Psy & Poly Test	5,620	525	874	750
10-46-4305	SANE Exams	-	1,000	-	-
10-46-4400	Equipment and Maintenance	5,524	5,500	5,724	5,670
10-46-4500	Furniture	325	1,000	-	-
10-46-4650	Office Supplies	6,073	7,500	5,634	7,500
10-46-4700	Postage	653	600	697	650
10-46-4800	Telephone & Internet	19,379	17,000	26,530	17,000
10-46-4900	Utilities	3,601	7,000	3,553	7,350
10-46-5250	IT - Contracted	40,328	25,000	40,215	43,000
10-46-5305	IT - Hardware	60	-	115	1,500
10-46-5350	IT - Software Contracts	-	-	411	-
10-46-5400	Insurance	85,129	130,000	76,969	130,000
10-46-6400	Training and Ammunition	4,800	6,000	6,047	4,000
10-46-6600	Uniforms	7,960	5,600	5,783	7,500
10-46-8050	Vehicle Maint & Repairs	17,678	20,000	23,245	15,000
10-46-8075	Fuel	23,419	22,000	17,943	24,000
10-46-8090	Fuel Island	-	4,000	4,000	-
10-46-9000	Other	2,956	1,500	2,675	-
SUB-TOTAL		1,781,294	1,921,104	1,771,178	2,232,042

**TOWN OF ELIZABETH
GENERAL FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 10 ACCOUNT NUMBER 49

DEPARTMENT: PARKS

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-49-1100	Salaries & Wages	136,254	144,211	132,408	153,832
10-49-1300	Overtime	2,946	3,132	2,295	2,302
10-49-1400	Workers' Compensation	3,804	4,096	3,139	3,263
10-49-1500	Health Insurance	33,961	36,675	32,894	35,956
10-49-1550	Retirement	2,119	7,367	2,423	7,807
10-49-1600	FICA	10,455	11,272	10,087	11,944
10-49-1700	Colo Unemployment	278	442	269	312
10-49-1850	Training, Travel and Lodging	20	300	7	300
10-49-4000	Bldg Maint & Repairs	11,230	6,000	6,820	5,000
10-49-4100	Equipment Maint & Repairs	8,579	5,000	4,040	5,150
10-49-4800	Telephone and Cellphones	5,167	4,500	5,263	5,500
10-49-4900	Utilities	5,287	8,250	7,168	10,500
10-49-5250	IT - Contracted	1,761	2,500	1,951	3,000
10-49-5300	IT - Hardware	-	-	593	-
10-49-5400	Insurance	2,751	3,500	4,089	5,000
10-49-6100	Parks Maintenace	20,110	23,000	24,533	20,000
10-49-6300	Parts and Repairs	174	-	-	-
10-49-6500	Tree City USA	-	2,500	-	2,500
10-49-6600	Uniforms	452	1,000	330	750
10-49-8050	Vehicle Maint & Repairs	6,519	4,500	5,880	6,500
10-49-8075	Fuel	5,456	4,000	4,000	5,500
10-49-8080	Diesel	1,784	2,500	865	2,000
10-49-8090	Fuel Island	-	4,000	6,857	-
10-49-9000	Other	42	100	1,380	250
SUB-TOTAL		259,149	278,845	257,291	287,366

FUND NO. 10 ACCOUNT NUMBER 52

DEPARTMENT: TWN ADMINSTR

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-52-1100	Salaries & Wages	177,505	185,377	174,610	192,192
10-52-1400	Workers' Compensation	212	260	175	211
10-52-1500	Health Insurance	28,714	28,082	27,139	31,735
10-52-1550	Retirement	15,909	9,269	5,820	9,610
10-52-1600	FICA	12,941	14,181	13,066	14,703
10-52-1700	Colo Unemployment	355	556	349	384
10-52-1825	Memberships - Employee	220	750	1,029	750
10-52-1850	Training, Travel and Lodging	1,868	1,500	575	500
10-52-3900	Cell Phones	1,196	1,200	1,200	1,200
10-52-5250	IT - Contracted	1,740	1,800	1,860	1,800
SUB-TOTAL		240,662	242,975	225,824	253,085

**TOWN OF ELIZABETH
GENERAL FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 10 ACCOUNT NUMBER 53

DEPARTMENT: COMM DEV

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
10-53-1100	Salaries & Wages	239,420	253,675	143,633	164,154
10-53-1300	Overtime Community Development	-	439	-	495
10-53-1400	Workers' Compensation	286	356	141	181
10-53-1500	Health Insurance	53,680	66,573	36,128	41,279
10-53-1550	Retirement	11,576	13,706	6,731	8,232
10-53-1600	FICA	17,960	19,440	10,525	12,596
10-53-1700	Colo Unemployment	479	762	282	329
10-53-1825	Memberships - Employee	816	1,400	523	750
10-53-1850	Training, Travel and Lodging	6,909	8,500	8,459	8,500
10-53-2500	Community Events	19,984	8,000	5,486	2,000
10-53-2505	Friday Night Market	25,361	20,000	29,321	-
10-53-2600	Event Contracted Services	-	10,000	-	-
10-53-3000	Building Permits Pass Through	237,313	100,000	105,313	100,000
10-53-3200	Contracted Services	16,999	35,000	22,402	25,000
10-53-3425	Elizabeth Main Street	17,145	17,000	13,315	13,000
10-53-3435	5k Walk/Run	6,975	8,000	6,887	7,000
10-53-3450	Historic Advisory Board	12,809	16,000	4,144	7,000
10-53-3455	Historic Walk & Talk	2,858	5,000	2,983	4,000
10-53-3475	Marketing Materials & Publ	2,242	4,000	992	2,000
10-53-3700	Travel/Lodging	400	-	-	-
10-53-3900	Cell Phone	1,691	1,800	1,696	1,500
10-53-4400	Equipment and Maintenance	277	500	-	520
10-53-4500	Furniture	13	500	-	500
10-53-4600	Office Supplies	519	750	600	780
10-53-4700	Postage	-	100	-	110
10-53-5250	IT - Contracted	6,247	6,000	6,535	7,200
10-53-5350	IT - Software Contracts	192	-	341	-
10-53-9000	Other	485	250	1,878	250
SUB-TOTAL		682,636	597,751	408,314	407,376
GRAND TOTALS		3,800,209	3,868,804	3,444,866	4,089,603

TOWN OF ELIZABETH
STREET MAINTENANCE FUND SUMMARY
2026 PROPOSED BUDGET

	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
REVENUES				
REVENUES	<u>648,760</u>	<u>416,990</u>	<u>699,043</u>	<u>518,613</u>
SUB-TOTAL	<u>648,760</u>	<u>416,990</u>	<u>699,043</u>	<u>518,613</u>
BEGINNING FUND BALANCE	<u>1,011,820</u>	<u>1,199,447</u>	<u>1,199,447</u>	<u>1,547,002</u>
TOTAL REVENUES	<u><u>1,660,580</u></u>	<u><u>1,616,437</u></u>	<u><u>1,898,490</u></u>	<u><u>2,065,615</u></u>
EXPENDITURES				
EXPENDITURES	<u>(461,132)</u>	<u>(419,012)</u>	<u>(351,488)</u>	<u>(476,587)</u>
TOTAL EXPENSES	<u><u>(461,132)</u></u>	<u><u>(419,012)</u></u>	<u><u>(351,488)</u></u>	<u><u>(476,587)</u></u>
ENDING FUND BALANCE	<u>1,199,447</u>	<u>1,197,425</u>	<u>1,547,002</u>	<u>1,589,027</u>
EMERGENCY RESERVE	<u>(13,834)</u>	<u>(12,570)</u>	<u>(10,545)</u>	<u>(14,298)</u>
YEAR END BALANCE	<u><u>1,185,613</u></u>	<u><u>1,184,855</u></u>	<u><u>1,536,457</u></u>	<u><u>1,574,730</u></u>

**TOWN OF ELIZABETH
STREET MAINTENANCE FUND SUMMARY
2026 PROPOSED BUDGET**

REVENUES		2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
21-31	Taxes	190,947	165,000	189,617	176,000
21-33	Intergovernmental	380,597	198,500	437,463	279,500
21-36	Other Sources	77,217	53,490	71,963	63,113
TOTAL REVENUE		<u>648,760</u>	<u>416,990</u>	<u>699,043</u>	<u>518,613</u>
EXPENDITURES					
21-49	Streets	<u>461,132</u>	<u>419,012</u>	<u>351,488</u>	<u>476,587</u>
TOTAL EXPENDITURES		<u>461,132</u>	<u>419,012</u>	<u>351,488</u>	<u>476,587</u>

**TOWN OF ELIZABETH
STREET MAINTENANCE FUND REVENUES
2026 PROPOSED BUDGET**

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
TAXES:					
21-31-3000	General Sales Tax	161,819	150,000	169,625	163,500
21-31-4000	Use Tax	29,128	15,000	19,992	12,500
	SUB-TOTAL	190,947	165,000	189,617	176,000
INTERGOVERNMENTAL:					
21-33-1000	Highway Users Tax	91,588	60,000	149,191	70,000
21-33-1050	Road & Bridge	277,842	130,000	275,577	200,000
21-33-6100	M.V. Registration (\$1.50)	3,229	3,500	3,638	3,500
21-33-6200	M.V. Registration (\$2.50)	7,938	5,000	9,057	6,000
	SUB-TOTAL	380,597	198,500	437,463	279,500
OTHER:					
21-36-1000	Investment Income	52,053	30,000	50,703	40,000
21-36-4000	Public Improvement Fee	25,164	23,490	21,260	23,113
	SUB-TOTAL	77,217	53,490	71,963	63,113
	TOTAL REVENUES	648,760	416,990	699,043	518,613
	GRAND TOTALS	648,760	416,990	699,043	518,613

**TOWN OF ELIZABETH
STREET MAINTENANCE FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 21 ACCOUNT NUMBER 49

DEPARTMENT: STREETS

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
21-49-1100	Salaries & Wages- Pub Works	173,019	180,374	166,240	191,719
21-49-1300	Overtime	4,870	4,697	2,976	3,942
21-49-1400	Workers' Compensation	6,715	2,975	4,936	2,830
21-49-1500	Health Insurance	41,184	41,879	38,248	41,734
21-49-1550	Retirement	3,872	9,254	4,115	9,783
21-49-1600	FICA	13,372	14,158	12,688	14,968
21-49-1700	Colo Unemployment	356	555	338	391
21-49-1850	Training, Travel and Lodging	3	3,000	7	500
21-49-3200	Contracted Services	7,036	15,000	8,955	25,000
21-49-3500	De-icing Supplies	11,590	5,000	-	8,000
21-49-3650	Lights and Signals	25,899	15,000	17,948	22,000
21-49-4000	Maintenance and Repairs	47,711	42,000	12,087	50,000
21-49-4100	Equipment Maint & Repairs	17,654	20,000	5,472	22,000
21-49-4800	Phones	2,475	2,520	2,378	2,520
21-49-5250	IT - Contracted	1,804	2,000	1,992	2,500
21-49-5300	IT - Hardware	-	-	593	-
21-49-5405	Insurance	4,097	4,400	4,928	5,500
21-49-5800	ROW Maintenance	58,964	30,000	34,779	45,000
21-49-6100	Signs	17,071	9,000	8,249	10,000
21-49-6600	Uniforms	501	1,500	617	1,500
21-49-8050	Vehicle Maint & Repairs	12,044	5,000	11,098	10,000
21-49-8075	Fuel	7,535	4,000	5,196	4,000
21-49-8080	Diesel	3,265	2,500	1,520	2,500
21-49-8090	Fuel Island	-	4,000	4,000	-
21-49-9000	Other	96	200	2,127	200
SUB-TOTAL		461,132	419,012	351,488	476,587
GRAND TOTALS		461,132	419,012	351,488	476,587

TOWN OF ELIZABETH
CAPITAL IMPROVEMENT FUND SUMMARY
2026 PROPOSED BUDGET

	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
REVENUES				
REVENUES	2,478,998	2,185,000	2,375,430	1,985,000
SUB-TOTAL	2,478,998	2,185,000	2,375,430	1,985,000
BEGINNING FUND BALANCE	10,253,003	11,308,291	11,308,291	11,904,724
TOTAL REVENUES	<u>12,732,001</u>	<u>13,493,291</u>	<u>13,683,721</u>	<u>13,889,724</u>
EXPENDITURES				
EXPENDITURES	(1,313,711)	(2,426,000)	(1,638,997)	(2,604,620)
TRANSFER OUT	(110,000)	(140,000)	(140,000)	(175,000)
TOTAL EXPENSES	<u>(1,423,711)</u>	<u>(2,566,000)</u>	<u>(1,778,997)</u>	<u>(2,779,620)</u>
ENDING FUND BALANCE	11,308,291	10,927,291	11,904,724	11,110,104
EMERGENCY RESERVE	(42,711)	(76,980)	(53,370)	(83,389)
YEAR END BALANCE	<u>11,265,580</u>	<u>10,850,311</u>	<u>11,851,354</u>	<u>11,026,715</u>

**TOWN OF ELIZABETH
CAPITAL IMPROVEMENT FUND SUMMARY
2026 PROPOSED BUDGET**

REVENUES		2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
31-31	Taxes	1,909,467	1,650,000	1,896,171	1,760,000
31-34	Grants	-	200,000	-	-
31-36	Other	569,532	335,000	479,259	225,000
TOTAL REVENUE		<u>2,478,998</u>	<u>2,185,000</u>	<u>2,375,430</u>	<u>1,985,000</u>
EXPENDITURES					
31-80	Capital Improvement	1,313,711	2,426,000	1,638,997	2,604,620
31-80	Transfer Out	110,000	140,000	140,000	175,000
TOTAL EXPENDITURES		<u>1,423,711</u>	<u>2,566,000</u>	<u>1,778,997</u>	<u>2,779,620</u>

**TOWN OF ELIZABETH
CAPITAL IMPROVEMENT FUND REVENUES
2026 PROPOSED BUDGET**

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
	TAXES:				
31-31-3000	Sales Tax	1,618,187	1,500,000	1,696,255	1,635,000
31-31-4000	Use Tax	291,280	150,000	199,917	125,000
	SUB-TOTAL	1,909,467	1,650,000	1,896,171	1,760,000
31-34-1000	GRANTS:	-	200,000	-	-
	OTHER:				
31-36-1000	Investment Income	535,638	275,000	479,259	225,000
31-36-9000	Other Revenue	33,894	60,000	-	-
	SUB-TOTAL	569,532	335,000	479,259	225,000
	GRAND TOTALS	2,478,998	2,185,000	2,375,430	1,985,000

**TOWN OF ELIZABETH
CAPITAL IMPROVEMENT FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 31 ACCOUNT NUMBER 80

DEPARTMENT: CAPITAL IMPROVEMENT

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
31-80-0100	Land Purchase	922,136	250,000	203,399	-
31-80-0600	Running Creek Park	-	-	-	35,000
31-80-3400	Facilities Master Plan	78,745	-	-	50,000
31-80-3410	Trails & Park Master Plan	-	50,000	162,213	-
*	PROST Park Improvements	-	-	-	-
31-80-3425	Community Studies	-	-	-	-
31-80-3450	Senior Center	3,240	400,000	-	-
31-80-4000	Equipment	-	30,000	8,584	-
31-80-4005	Hydro-Vac Trailer	14	-	-	-
31-80-4010	Wheeled Tire Loader (Used)	-	-	-	-
31-80-4015	PW Trucks	-	-	-	-
31-80-4020	PD Vehicles	177,296	-	90,699	-
31-80-4025	Storage Trailers	13,458	-	-	-
31-80-4030	Hand Gun & Accessories	12,713	-	-	-
31-80-4035	Long Gun & Accessories	28,314	-	-	-
*	Snow Removal Equipment	-	-	-	-
*	Wayfinding Signs	-	-	-	5,000
31-80-5500	Town Hall Bldg Improvements	3,366	-	-	10,000
31-80-5505	PD Building Improvements	26,559	30,000	-	-
31-80-5510	Banner & Broadway Property	-	-	-	-
31-80-5525	Main Street Monument Sign	-	85,000	-	-
31-80-6500	Trail Systems	4,372	10,000	-	-
31-80-6505	Fiber Installation	-	-	-	-
31-80-6510	444 S. Main/Spruce	37,373	770,000	61,764	-
31-80-6515	Banner & Broadway Parking	-	300,000	-	-
31-80-6520	ADA Technology Upgrade	6,125	3,500	3,857	3,500
31-80-6530	The Depot Parking	-	300,000	993,322	300,000
31-80-6535	Tree Farm	-	5,000	-	-
31-80-6540	Façade Grant	-	7,500	7,714	10,000
31-80-6545	Wade Park Improvements	-	60,000	-	340,000
31-80-6550	Computer Upgrades	-	21,500	5,040	-
31-80-6555	Software	-	103,500	102,405	120,000
*	Police Radio Upgrade	-	-	-	28,000
*	Police Radio Encryption	-	-	-	28,000
*	PD Cradle Points	-	-	-	11,000
*	PD Vehicle Upfit	-	-	-	17,000
*	Hillside Street Repair	-	-	-	1,422,120
*	Design/Engineering Water Reuse	-	-	-	50,000
*	Pre Comp Plan Education/Outreach	-	-	-	25,000
*	Amend Comp Plan	-	-	-	125,000
*	Nuisance Abatement Fund	-	-	-	25,000
31-80-9901	Transfer to General Fund	110,000	140,000	140,000	175,000
SUB-TOTAL		1,423,711	2,566,000	1,778,997	2,779,620
GRAND TOTALS		1,423,711	2,566,000	1,778,997	2,779,620

TOWN OF ELIZABETH
STREET CAPITAL IMPROVEMENT FUND SUMMARY
2026 PROPOSED BUDGET

	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
REVENUES				
REVENUES	1,960,626	2,825,000	3,155,437	1,674,000
SUB-TOTAL	1,960,626	2,825,000	3,155,437	1,674,000
BEGINNING FUND BALANCE	4,519,188	5,301,729	5,301,729	4,978,457
TOTAL REVENUES	<u>6,479,814</u>	<u>8,126,729</u>	<u>8,457,166</u>	<u>6,652,457</u>
EXPENDITURES				
EXPENDITURES	(574,063)	(2,965,000)	(2,832,511)	(3,001,080)
TRANSFER OUT	(100,000)	(140,000)	(140,000)	(175,000)
DEBT SERVICE	(504,023)	(506,198)	(506,198)	(507,945)
TOTAL EXPENSES	<u>(1,178,086)</u>	<u>(3,611,198)</u>	<u>(3,478,709)</u>	<u>(3,684,025)</u>
ENDING FUND BALANCE	<u>5,301,729</u>	<u>4,515,531</u>	<u>4,978,457</u>	<u>2,968,432</u>
EMERGENCY RESERVE (TABOR)	(35,343)	(108,336)	(104,361)	(110,521)
2014 NOTE DEBT SERVICE RESERVE	-	-	-	-
2015 NOTE DEBT SERVICE RESERVE	(504,023)	(506,198)	(188,500)	(143,500)
YEAR END BALANCE	<u>4,762,364</u>	<u>3,900,997</u>	<u>4,685,596</u>	<u>2,714,411</u>

**TOWN OF ELIZABETH
STREET CAPITAL IMPROVEMENT FUND SUMMARY
2026 PROPOSED BUDGET**

REVENUES		2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
32-31	Taxes	1,718,520	1,485,000	1,706,554	1,584,000
32-34	Grants	-	1,250,000	1,250,000	-
32-39	Miscellaneous	242,106	90,000	198,883	90,000
TOTAL REVENUE		<u>1,960,626</u>	<u>2,825,000</u>	<u>3,155,437</u>	<u>1,674,000</u>
EXPENDITURES					
32-49	Street Capital	574,063	2,965,000	2,832,511	3,001,080
32-49	Transfer Out	100,000	140,000	140,000	175,000
32-59	Debt Service	504,023	506,198	506,198	507,945
TOTAL EXPENDITURES		<u>1,178,086</u>	<u>3,611,198</u>	<u>3,478,709</u>	<u>3,684,025</u>

**TOWN OF ELIZABETH
STREET CAPITAL IMPROVEMENT FUND REVENUES
2026 PROPOSED BUDGET**

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
	TAXES:				
32-31-3000	General Sales Tax	1,456,368	1,350,000	1,526,629	1,471,500
32-31-4000	Use Tax	262,152	135,000	179,925	112,500
	SUB-TOTAL	1,718,520	1,485,000	1,706,554	1,584,000
32-34-1000	GRANTS:	-	1,250,000	1,250,000	-
	OTHER:				
32-36-1000	Investment Income	242,106	90,000	198,883	90,000
	SUB-TOTAL	242,106	90,000	198,883	90,000
	GRAND TOTALS	1,960,626	2,825,000	3,155,437	1,674,000

**TOWN OF ELIZABETH
STREET CAPITAL IMPROVEMENT FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 32 ACCOUNT NUMBER 49

DEPARTMENT: STREET CAPITAL

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
32-49-1000	Drainage Improvements	-	50,000	-	50,000
32-49-6600	Right of Way Easements	-	40,000	-	25,000
*	Update Town 2040 Transportation Plan	-	-	-	50,000
32-49-8000	Street Paving	14,488	-	-	50,000
*	Hillside Street Repair	-	-	-	2,641,080
32-49-9000	Concrete Street Repairs	5,354	310,000	-	25,000
32-49-9100	Equipment	170,603	50,000	42,338	-
32-49-9105	Hydro-Vac Trailer	25,209	-	-	-
32-49-9110	Wheeled Tire Loaders (Used)	-	-	-	-
32-49-9115	444 S. Main/Spruce	16,151	630,000	35,654	-
32-49-9120	Main Street Streetscape	169,335	1,525,000	2,748,043	-
32-49-9125	The Depot Parking	-	300,000	6,477	100,000
*	Street Pot Hole Machine	-	-	-	-
32-49-9200	New Curb & Gutter Work	2,750	20,000	-	20,000
32-49-9300	New Sidewalk Construction	-	40,000	-	40,000
32-49-9305	Main St Streetscape Design	170,172	-	-	-
32-49-9310	Transfer to General Fund	100,000	140,000	140,000	175,000
SUB-TOTAL		674,063	3,105,000	2,972,511	3,176,080

FUND NO. 32 ACCOUNT NUMBER 59

DEPARTMENT: DEBT SERVICE

ACCOUNT NUMBER	SOURCE	2,024 ACTUAL	2,025 APPROVED	2,025 ESTIMATED	2,026 PROPOSED
32-59-4000	Paying Agency Fees	300	300	300	300
2015 Refunding Bond					
32-59-9800	Principal	450,000	465,000	465,000	480,000
32-59-9850	Interest	53,723	40,898	40,898	27,645
SUB-TOTAL		504,023	506,198	506,198	507,945
GRAND TOTALS		1,178,086	3,611,198	3,478,709	3,684,025

TOWN OF ELIZABETH
WATER SEWER FUND SUMMARY
2026 PROPOSED BUDGET

	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
REVENUES				
REVENUES	5,018,786	3,295,000	3,483,218	1,902,264
SUB-TOTAL	5,018,786	3,295,000	3,483,218	1,902,264
BEGINNING FUND BALANCE	6,437,855	9,545,168	9,545,168	10,926,338
TOTAL REVENUES	<u>11,456,641</u>	<u>12,840,168</u>	<u>13,028,386</u>	<u>12,828,602</u>
EXPENDITURES				
EXPENDITURES	(1,667,439)	(1,765,044)	(1,777,611)	(1,599,625)
DEBT SERVICE	(74,436)	(74,437)	(74,437)	(74,436)
TRANSFER OUT	(200,000)	(250,000)	(250,000)	(250,000)
TOTAL EXPENSES	<u>(1,941,875)</u>	<u>(2,089,481)</u>	<u>(2,102,048)</u>	<u>(1,924,062)</u>
ENDING FUND BALANCE	9,545,168	10,750,687	10,926,338	10,904,540
EMERGENCY RESERVE (TABOR)	(58,256)	(62,684)	(63,061)	(57,722)
DEBT SERVICE RESERVE	(74,436)	(74,437)	(74,437)	(74,436)
YEAR END BALANCE	<u>9,412,475</u>	<u>10,613,566</u>	<u>10,788,839</u>	<u>10,772,382</u>

**TOWN OF ELIZABETH
WATER SEWER FUND SUMMARY
2026 PROPOSED BUDGET**

REVENUES		2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
52-34	Charges for Services	1,793,064	1,555,000	1,841,426	1,595,000
52-34	Tap Fees	2,701,874	1,590,000	1,147,332	167,264
52-36	Miscellaneous	523,849	150,000	494,460	140,000
TOTAL REVENUE		<u>5,018,786</u>	<u>3,295,000</u>	<u>3,483,218</u>	<u>1,902,264</u>
EXPENDITURES					
52-57	Water Operations	706,824	649,049	572,751	644,955
52-57	Capital Outlay	354,080	435,000	665,209	257,500
52-58	Sewer Operations	485,039	530,995	506,971	559,670
52-58	Capital Outlay	121,495	150,000	32,679	137,500
52-63	Debt Service	74,436	74,437	74,437	74,436
52-58	Transfer Out	200,000	250,000	250,000	250,000
TOTAL EXPENDITURES		<u>1,941,875</u>	<u>2,089,481</u>	<u>2,102,048</u>	<u>1,924,062</u>

**TOWN OF ELIZABETH
WATER SEWER FUND REVENUES
2026 PROPOSED BUDGET**

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
CHARGES FOR SERVICES:					
52-34-4100	Water Sales	924,330	770,000	935,280	790,000
52-34-4200	Sewer Sales	<u>868,734</u>	<u>785,000</u>	<u>906,146</u>	<u>805,000</u>
	SUB-TOTAL	<u>1,793,064</u>	<u>1,555,000</u>	<u>1,841,426</u>	<u>1,595,000</u>
TAP FEES:					
52-34-8100	Water Tap Fees	1,168,469	740,000	394,007	75,080
52-34-8120	Renewable Water Fee	520,104	330,000	267,101	33,408
52-34-8200	Sewer Tap Fees	<u>1,013,301</u>	<u>520,000</u>	<u>486,224</u>	<u>58,776</u>
	SUB-TOTAL	<u>2,701,874</u>	<u>1,590,000</u>	<u>1,147,332</u>	<u>167,264</u>
MISCELLANEOUS:					
52-36-1000	Investment Income	435,884	110,000	427,412	100,000
52-36-9000	Other Revenue	<u>87,965</u>	<u>40,000</u>	<u>67,048</u>	<u>40,000</u>
	SUB-TOTAL	<u>523,849</u>	<u>150,000</u>	<u>494,460</u>	<u>140,000</u>
	GRAND TOTALS	<u><u>5,018,786</u></u>	<u><u>3,295,000</u></u>	<u><u>3,483,218</u></u>	<u><u>1,902,264</u></u>

**TOWN OF ELIZABETH
WATER SEWER FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 52 ACCOUNT NUMBER 57

DEPARTMENT: WATER

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
52-57-1100	Salaries & Wages - Water	126,471	144,404	133,567	170,487
52-57-1300	Overtime	6,594	2,465	5,437	3,644
52-57-1400	Workers' Compensation	3,883	4,450	3,121	4,040
52-57-1500	Health Insurance	32,541	45,511	40,790	52,858
52-57-1550	Retirement	7,176	7,593	6,000	8,707
52-57-1600	FICA	9,898	11,235	10,216	13,321
52-57-1700	Colo Unemployment	267	441	278	348
52-57-1825	Memberships - Employee	676	1,200	274	500
52-57-1850	Training, Travel and Lodging	1	750	93	750
52-57-3200	Contracted Services	101,472	80,000	68,707	80,000
52-57-4800	Telephone and Cellphones	8,507	8,500	7,789	9,500
52-57-4900	Utilities	111,485	120,000	96,059	120,000
52-57-5250	IT - Contracted	2,870	5,000	3,687	5,000
52-57-5300	IT - Hardware	-	-	593	-
52-57-5400	Insurance	15,343	13,000	11,774	15,000
52-57-6000	Maintenance and Repairs	229,385	130,000	158,933	100,000
52-57-6100	Equipment Maint & Repairs	12,140	10,000	649	10,300
52-57-6600	Uniforms	508	2,500	-	1,500
52-57-7500	Chemical Supplies	17,219	20,000	5,508	20,000
52-57-7550	Water Supplies	12,138	12,000	10,007	12,000
52-57-8050	Vehicle Maint & Repairs	4,310	12,500	1,328	7,500
52-57-8075	Fuel	2,950	8,000	1,900	6,500
52-57-8080	Diesel	625	5,000	87	2,500
52-57-8090	Fuel Island	-	4,000	6,857	-
52-57-9000	Other	365	500	(902)	500
SUB-TOTAL		706,824	649,049	572,751	644,955

FUND NO. 52 ACCOUNT NUMBER 57

DEPARTMENT: CAPITAL OUTLAY

ACCOUNT NUMBER	SOURCE	2,024 ACTUAL	2,025 APPROVED	2,025 ESTIMATED	2,026 PROPOSED
52-57-9700	Water Tank Improvements	311,600	315,000	315,000	100,000
*	Water/Sewer Master Plan	-	-	315,001	37,500
52-57-9900	Water Line Upgrade	42,480	120,000	35,208	120,000
SUB-TOTAL		354,080	435,000	665,209	257,500

**TOWN OF ELIZABETH
WATER SEWER FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 52 ACCOUNT NUMBER 58

DEPARTMENT: SEWER

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
52-58-1100	Salaries & Wages - Sewer	122,927	144,404	133,569	170,487
52-58-1300	Overtime	6,594	2,465	5,437	3,644
52-58-1400	Workers' Compensation	2,463	2,996	2,387	2,455
52-58-1500	Health Insurance	35,425	45,511	40,789	52,858
52-58-1550	Retirement	4,291	7,593	6,000	8,707
52-58-1600	FICA	9,550	11,235	10,215	13,321
52-58-1700	Colo Unemployment	408	441	420	348
52-58-1825	Memberships - Employee	150	500	274	500
52-58-1850	Training, Travel and Lodging	1	750	93	750
52-58-3200	Contracted Services	130,462	100,000	188,211	100,000
52-58-4800	Telephone and Cellphones	9,697	9,600	11,421	9,600
52-58-4900	Utilities	68,576	70,000	58,877	73,500
52-58-5250	IT - Contracted	2,870	5,000	3,687	5,000
52-58-5300	IT - Hardware	-	-	593	-
52-58-5350	IT - Software Contracts	456	-	-	-
52-58-5400	Insurance	11,738	13,000	11,774	15,000
52-58-6000	Maintenance and Repairs	64,199	80,000	19,914	80,000
52-58-6100	Equipment Maint & Repairs	706	-	649	-
52-58-6600	Uniforms	508	2,500	-	1,500
52-58-7500	Sewer Supplies	6,212	5,000	3,391	5,000
52-58-8050	Vehicle Maint & Repairs	4,310	12,500	1,328	7,500
52-58-8075	Fuel	2,950	8,000	1,900	6,500
52-58-8080	Diesel	303	5,000	87	2,500
52-58-8090	Fuel Island	-	4,000	6,857	-
52-58-9000	Other	242	500	(902)	500
SUB-TOTAL		485,039	530,995	506,971	559,670

FUND NO. 52 ACCOUNT NUMBER 58

DEPARTMENT: CAPITAL OUTLAY

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
*	Water/Sewer Master Plan	-	-	-	37,500
52-58-9400	WTP Upgrades	121,495	150,000	32,679	100,000
SUB-TOTAL		121,495	150,000	32,679	137,500

**TOWN OF ELIZABETH
WATER SEWER FUND EXPENDITURES
2026 PROPOSED BUDGET**

FUND NO. 52 ACCOUNT NUMBER 63

DEPARTMENT: DEBT SERVICE

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
52-63-6300	2007 CWRPDA Pymt- Principal	64,758	67,210	67,210	69,754
52-63-6400	2007 CWRPDA- Interest	9,678	7,227	7,227	4,683
	SUB-TOTAL	74,436	74,437	74,437	74,436

FUND NO. 52 ACCOUNT NUMBER 65

DEPARTMENT: CAPITAL OUTLAY

ACCOUNT NUMBER	SOURCE	2024 ACTUAL	2025 APPROVED	2025 ESTIMATED	2026 PROPOSED
52-65-9900	Transfer to General Fund	200,000	250,000	250,000	250,000
	SUB-TOTAL	200,000	250,000	250,000	250,000
	GRAND TOTALS	1,941,875	2,089,481	2,102,048	1,924,062



TOWN OF ELIZABETH POLICE DEPARTMENT

ACCOUNTABILITY•INTEGRITY•RESPECT•TEAMWORK•EXCELLENCE

Town of Elizabeth Police Department Monitoring Report

October 28, 2025

Staffing updates:

- No updates to report.

Departmental Updates:

- “Bites and Blue” Sgt. Allen’s community outreach and Elizabeth PD open house is scheduled for December 14, 2025, from 12:00 PM until 2:00 PM.
 - The topic of “Bites and Blue” is preventing holiday fraud and theft.
- Members of the Elizabeth Police Department and the Elbert County Sheriff’s Office have been awarded the Distinguished Citizen Award by the Daughters of the American Revolution (DAR). This honor is in recognition of exemplary conduct and service on October 15, 2024, during a warrant service in the Town of Elizabeth.
 - This recognition celebrates individuals and groups who have demonstrated exceptional service in defending, promoting, and preserving the American heritage of freedom.
 - The award is conferred upon those who exemplify honor, service, courage, leadership, and patriotism.
 - Eligible recipients include first responders, healthcare professionals, active-duty military personnel, and veterans.
 - Nominations are submitted through each state’s National Defense Chairperson, with only one group per chapter selected annually for this award.
 - This commendation reflects the dedication of our local law enforcement agencies to uphold the values and freedoms that define our nation.
- The Police Department's 5-year Strategic Plan has been completed. Once finalized, the Board of Trustees will be provided with a copy for review and reference.
- Members of the Elizabeth Police Department assigned to the 23rd Judicial District Critical Incident Response Team (CIRT) provided support during an Officer-Involved Critical Incident that occurred on October 20, 2025, in the Town of Parker. The investigation remains active and ongoing.
- Records and Evidence Manager Mandy Donatelli and Evidence Technician Officer Daisy Tucker conducted an evidence audit requesting disposal/destruction over 50 pieces of evidence dating back to 2001.

425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107

Phone: 303-646-4664 Fax: 303-646-0616

Email: Police@townofelizabeth.org

www.townofelizabeth.org



Colorado Association of
Chiefs of Police



TOWN OF ELIZABETH POLICE DEPARTMENT

ACCOUNTABILITY•INTEGRITY•RESPECT•TEAMWORK•EXCELLENCE

- A majority of evidence requesting to be disposed of or otherwise destroyed are municipal cases.
- The disposal and destruction process must adhere to strict evidence-handling protocols, which can be time-intensive due to the detailed compliance requirements.

Departmental Training:

- The police department is wrapping up the training calendar year. All members will comply with Colorado POST standards.



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Colorado Association of
Chiefs of Police



Elizabeth Police Department

Special Report

FOR INTERNAL USE ONLY

Report Date	Report Time	Date Occurred	Time Occurred	Primary Jurisdiction	Case Number
11/01/25	2136	10/31/2025	2112	Elizabeth Police Department	25-6761

Location of Occurrence

☐ Major Criminal Event	☐ Transportation Incident	☒ Notable Incident/Arrest
☐ Inmate Injury	☐ Police Vehicle Accident	☐ General Information Item
☐ Death Investigation	☐ Discharge of Police Weapon	☐ Other

☐ After Action Report Completed (required for all incidents involving natural or man-made disasters, pandemics, civil disturbances, mass arrests, credible bomb threats, hostage or barricaded person situations, acts of terrorism, and other unusual incidents)
--

On Friday, 10/31/2025, at approximately 2112 hours, Officers with the Elizabeth Police Department (EPD), responded to _____, within the Town of Elizabeth.

While En Route, Dispatch advised the patient, later identified as _____ was in active seizure.

Officers arrived on scene, and heard the reporting party (RP), identified as _____, frantically telling them to come inside the residence. She directed us to an upstairs bedroom.

Elizabeth Fire Rescue (EFR) arrived on scene and began to medically evaluate _____. At that point, _____ began to display an elevated level of agitation. He began to try to sit up, kick his legs, try to hit responders, and yelling nonsensical things.

Officers controlled _____ hands and feet to attempt to prevent him from striking responders. _____ did strike Sergeant Bigler several times with his right hand, until EFR was able to restrain his right arm.

Deputy/Supervisor Name & Number Sergeant Sean R. Bigler #1504	Page 1 of 2
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EFR administered an unknown medication and Officers assisted EFR by getting in a “mega mover”, then assisted in getting down the stairs and into EFR Medic 271.

was transported to the hospital.

Nothing further to report at this time.



TOWN OF ELIZABETH POLICE DEPARTMENT

CHIEF OF POLICE JEFF ENGEL

ELIZABETH POLICE DEPARTMENT ACTIVITY STATISTICS REPORT

Period: 10/19/2025 to 11/01/2025



ELIZABETH POLICE DEPARTMENT'S MISSION STATEMENT:

"The Elizabeth Police Department is committed to service excellence in protecting life and property, impartial enforcement of law, and building community with those who live, work, and visit, the Town of Elizabeth."

The following is an informational breakdown of EPD police activity from **10/19/2025 at 12:01 a.m. to 11/01/2025 at 11:59 p.m.** This information is compiled from our Records Management System (RMS), identified as New World (NW), as well as Douglas County Regional Dispatch (DCRD) records.

***All suspects/defendants are presumed innocent until proven guilty in a Court of Law. ***



425 S. Main St., P.O. Box 1527, Elizabeth, Colorado, 80107
Phone: 303-646-4664 Fax: 303-646-0616
Email: Police@townofelizabeth.org
www.townofelizabeth.org



Colorado Association of
Chiefs of Police



TOWN OF ELIZABETH POLICE DEPARTMENT

CHIEF OF POLICE JEFF ENGEL

Total Calls for Service:

260

Traffic Stops:

Total Stops:

**Penalty Assessments
Issued:**

Warnings Issued:

54

19

35

Other Calls for Service:

Call Type:	Number of Calls:
911 Rapid SOS	5
Alarm-Bank	1
Alarm-Business Burglary	1
Animal Complaint	4
Animal Cruelty	2
Assault	1
Assist to Other Agency	8
Business Check	13
Child Abuse	2



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TOWN OF ELIZABETH POLICE DEPARTMENT

CHIEF OF POLICE JEFF ENGEL

Citizen Assist	13
Citizen Contact	9
Civil	1
Crime Prevention	7
Criminal Tampering	1
Dead Animal	1
Domestic Violence-Verbal	1
Drug Offense	1
Fireworks	1
Flock	2
Follow Up	26
Found Property	1
Harassment	1
Homeless Contact	1
Increased Patrol	45
Informational Report	1
Juvenile Complaint	1
Medical Assist	4
Menacing	1
Motorist Assist	3
Municipal Ordinance Violation	3



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Motor Vehicle Crash with Property Damage	4
Motor Vehicle Crash with Unknown Injuries	2
Park Check	1
Report Every Drunk Driver Immediately	1
Restraining Order Violation	1
Sex Offense	1
Special Assignment	5
Suicidal Subject	1
Suspicious Circumstance	3
Suspicious Vehicle	8
Theft	2
Traffic Complaint	5
Traffic Hazard	3
Traffic Stop	53
VIN Verify	2
Welfare Check	4
Wildlife	2



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Open Patrol Division Criminal Investigations:

Case Number:	Call Type:	Details:
25-1130	Financial Crimes	Investigation into fraud of a resident.
25-5281	Financial Crimes	Investigation into a fraud involving cryptocurrency.
25-6472	Criminal Mischief	Investigation into vandalized property in Town.
25-6479	Financial Crimes	Investigation into fraud of a business.
25-6771	Sex Offense	Investigation into a sex offense involving juveniles.

Open Community Services Division Municipal Ordinance Violations:

Case Number:	Call Type:	Notes:
25-6665	Municipal Ordinance Violation	Investigation into a property that is not in compliance with Town Code
25-6381	Municipal Ordinance Violation	Investigation into a property that is not in compliance with Town Code

**Please note that limited information regarding open investigations is available. This is to protect the integrity of the investigations. **



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Closed Case/Incident Reports:

Case/Incident Number:	Call Type:	Details:
25-6424	Drug Offense/Warrant Arrest	EPD Officers located a vehicle associated with a warrant. After locating and stopping the vehicle, Officers identified the driver of the vehicle as the wanted party. The party was arrested and booked into the Elbert County Jail. Officers then observed drug paraphernalia in plain view. A search of the vehicle was conducted. Drugs and additional paraphernalia were located.
25-6297	Motor Vehicle Theft	EPD closed a case of a reported motor vehicle theft. After investigation, there was insufficient evidence to pursue criminal charges.
25-6517	Warrant Arrest	EPD received an anonymous tip regarding a wanted party being at a local business. The party was wanted for numerous charges out of several jurisdictions. EPD Officers located the party and arrested them. The party was booked into the Elbert County Jail.
25-6518	Subject with a Weapon	EPD Officers responded to a local apartment complex on a report of a subject with a handgun, who was trespassing in a construction site. EPD Officers were able to safely detain the party. After investigation, it was determined that the party was experiencing a medical episode and no criminal charges were sought.
25-2958	Municipal Ordinance Violation	EPD Community Services Unit closed out a long-standing case for a property that was in noncompliance. After collaborating with Community Services, the property is now in compliance.



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25-5384	Harassment	EPD responded to a local school on a reported harassment. After investigation, there was insufficient probable cause to support criminal charges. The case was turned over to school administration for discipline.
25-6573	Assault & Elber Abuse	EPD responded to a residence on a reported assault. After investigation, it was discovered that an elderly victim had been assaulted. The suspect was arrested and booked into the Elbert County Jail on numerous charges.
25-6556	Assist to Parker Police C.I.R.T. Callout	Several of EPD members on the 23 rd Judicial District Attorney's Office, Critical Incident Response Team (C.I.R.T.) responded to assist in the investigation of an Officer Involved Shooting (OIS) within the Town of Parker.
25-6649	Assist to Douglas County	EPD responded to a residence in Town to speak to a victim of a menacing that had occurred in Douglas County.
25-6501	Suspicious Circumstance	EPD responded to a local residence on a dead cat. The owner was concerned that the cat had been killed by a human and not an animal. After investigation, it was inconclusive as to whether a human or a predator killed the cat. There was insufficient evidence or leads to continue to pursue the case.
25-6302	Fraud	EPD closed a case regarding fraud. After investigation, the matter was deemed to be civil in nature.



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25-6479	Theft	EPD responded to a local business on a reported theft. The investigation yielded that over \$14,000 of equipment was stolen by a scammer. While EPD could not identify the suspect, EPD was able to recover all of the stolen property and return it to the business.
25-6670	Lost Property	A citizen turned in property that had been found. EPD was unable to locate the owner of the property.
25-6657	Motor Vehicle Crash Vehicle vs. Pedestrian	EPD responded to a local school zone on a report of a vehicle vs. pedestrian crash. The pedestrian, a juvenile, was not seriously injured and was treated and released from the hospital. The suspect was charged, and a crash report was completed.
25-5367	Motor Vehicle Theft	EPD closed an investigation into a stolen motor vehicle. A suspect was identified, and a warrant is active for their arrest.
25-6356	Municipal Ordinance Violation	EPD Community Services Unit closed a case regarding a property within Town that was out of compliance with Town code. The property owner came into voluntary compliance.
25-6194	Criminal Mischief	EPD closed a case regarding criminal mischief. After investigation, there was insufficient evidence to pursue criminal charges.
25-4999	Illegal Dumping	EPD closed a case regarding illegal dumping on public property. A suspect was identified and issued a municipal summons.



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25-6719	Suicidal Subject	EPD responded to a report of a suicidal party who had a firearm. EPD located the party who was then transported to a mental health facility.
25-6260	Shoplifting	EPD closed a case regarding a large group of shoplifters, who had stolen from a local store. After investigation, seven (7) subjects were charged with multiple offenses.
25-6658	Motor Vehicle Crash with Property Damage	EPD responded to a two-vehicle crash. The driver who violated Model Traffic Code (MTC) was issued a municipal summons. A State of Colorado crash report was taken.
25-6660	Motor Vehicle Crash with Property Damage	EPD responded to a two-vehicle crash. There were no injuries, and a State of Colorado crash report was taken.
25-6575	Motor Vehicle Crash with Property Damage	EPD responded to vehicle vs. a deer. There were no injuries to the driver. The deer left the scene. A State of Colorado crash report was taken.
25-6519	Motor Vehicle Crash with Property Damage	EPD responded to a two-vehicle crash involving another law enforcement agency. A State of Colorado crash report was taken.
25-6782	Motor Vehicle Crash with Property Damage	EPD responded to vehicle vs. a deer. There were no injuries to the driver. The deer left the scene. A State of Colorado crash report was taken.



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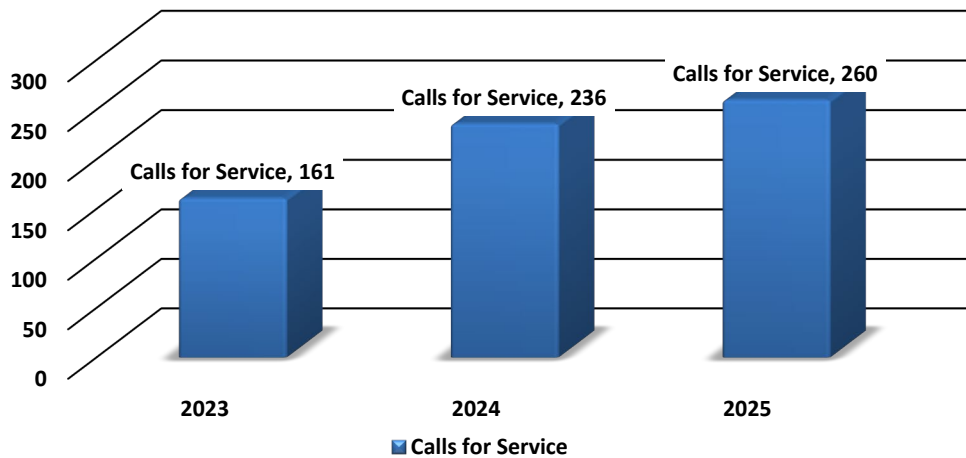


TOWN OF ELIZABETH POLICE DEPARTMENT

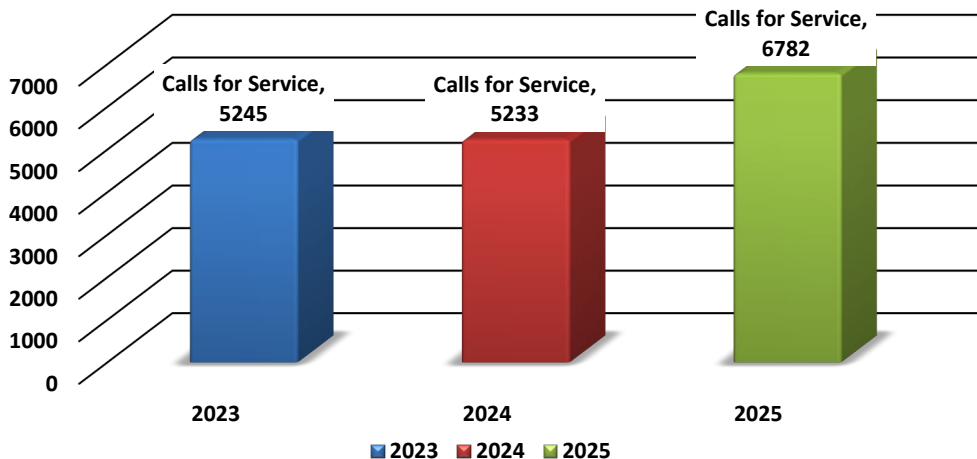
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Historical Data:

Calls for Service For Same Period:



Total Calls for Service Year to Date



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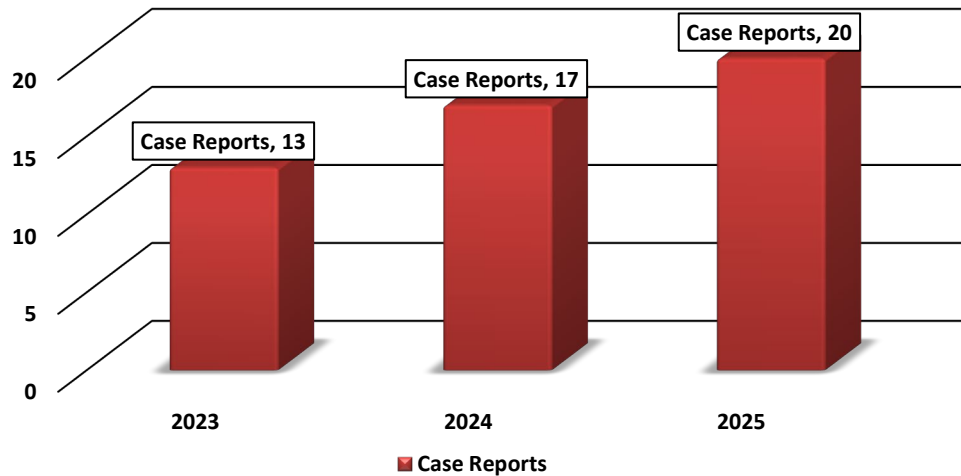
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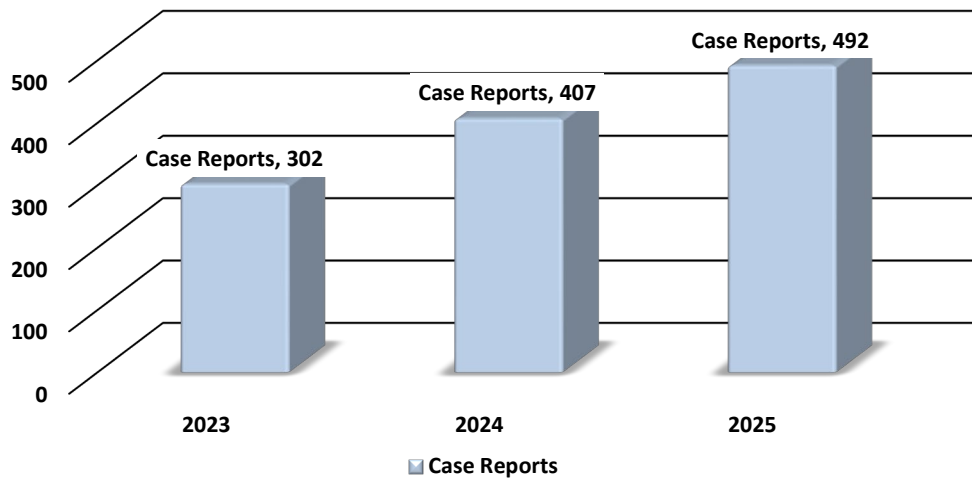
TOWN OF ELIZABETH POLICE DEPARTMENT

CHIEF OF POLICE JEFF ENGEL

Case Reports Pulled For Same Period:



Total Case Reports Pulled Year to Date:



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TOWN OF ELIZABETH

MICHAEL DEVOL/PUBLIC WORKS DIRECTOR

To: Honorable Mayor, Mayor Pro-Tem, and Town Board of Trustees
From: Mike DeVol, Public Works Director
Date: November 12, 2025
Subject: Public Works Monitoring Report

Town Street Paving Improvements Project:

1. Ongoing projects for the year 2025.
2. Receiving Price quotes for Chip Seal County Road 13 from school water tank North.
3. Terracina/Martin and Aztec Survey in Hillside presently to build data for the upcoming re-paving RFP and Wade Park drawings. RFP will be on December 9, 2025 BOT Agenda for approval to post in January 2026.

Town Main St. Decorations:

1. Main Street Banners have been installed on the new Light Poles.

Town Wells, Tanks, and Effluent:

1. Plant Effluent (waste treated outflow) for September 2025 = 5,439,792 gallons; Avg. Daily 181,326 gallons (gpd) or .181 mgd and Plant is rated for 500,000 gpd or .5mgd.
2. Macquire Tank Company has the drawings and approval for the tank vents at 85% completion to satisfy CDPHE and remove our 1- Deficiency Violation during our CDPHE Inspection of all water facilities.
3. Drawings have been submitted by Macquire Tank to CDPHE for review, comments and approval.

Town Water Line (NON) Emergency Repair:

1. N/A

Town Hall Repairs/Landscaping Plan:

1. No report.

Town Walkway Repairs:

1. PW has been completing repairs to various locations throughout town where heaving has occurred.
2. PW has replaced 1 sidewalk areas that received chase drains for sidewalk issues.

Town Street Maintenance/Striping Projects:

1. Stripping for Crosswalk and Stop lines have been completed at CR 13 and Jr./HS. Traffic Light.



TOWN OF ELIZABETH

MICHAEL DEVOL/PUBLIC WORKS DIRECTOR

2. 2- Flashing Cross Walk signs will be placed this week at the Jr/HS crosswalk. These are solar pedestrian signs that will flash continuously around the clock to help bring awareness to drivers and the safety of pedestrians.

Town Snow Plowing and Street Sweeping: SNOW Season is right around the corner.

1. PW has been sweeping the streets and mowing Parks and Right of Ways.
2. PW has completed the cleaning of Storm Sewers ROW areas throughout town.

Town New Wells at Ritoro/Gold Creek Valley:

1. The new well building is complete, and PW is planning an Open House in the Spring of 2026.
2. Landscaping will take place in 2026, and PW will work with the 4 adjacent property owners for their approval of the landscape sketch from Terracina to ensure that we conceal as much of the building as possible from their views.
3. PW has received bids for the staining/painting of the fence around water office yard. PW will likely wait until spring before having this work completed.

Town Trail Project:

1. The Depot Lot is Open for full use.
2. PW has placed a Large Concolor Pine within the Depot Lot for future use as a Christmas Tree.
3. 12 more large Ponderosa Pines will be placed at various locations around town.
4. 3-4 Red Maples will be placed within the Depot lot to allow shade in the summer and snow melting in the winter.
5. Town trails are completely open for use.
6. PW has seen increased parking in the Depot Lot for trail enthusiasts.
7. PW has received several compliments on the addition of "RED" the Moose art on the Depot lot provided on loan from Karyl and Matt Lawrence of Hillside Subdivision. Several citizens complimented the location being close to the Art Studio.
8. PW has contracted with a prairie dog control company for the South 40 Town property. The first round of two or three treatments was completed last week.

Town Police Department:

1. Work at PD has been completed.
2. The incorrect ADA access has been removed. The concrete for the new ADA access will be poured the Monday 13th and Tuesday 14th as per engineered drawings.
3. The ADA Police station access has received engineering approval and the handrails are being installed this week.

Gold Creek Lift Station Improvements:

1. Eligibility surveys for Water and Wastewater Capital projects have been completed for 2025/2026 and accepted by Colorado Department of Public Health and Environment (CDPHE).



TOWN OF ELIZABETH

MICHAEL DEVOL/PUBLIC WORKS DIRECTOR

The eligibility surveys allow the town to be in line for any funding that may be available for future projects.

Gold Creek Wastewater Treatment Plant:

1. No Report

Town Clean-Up Day/Paint Round-Up/Arbor Day:

1. No Report

Town Public Works News: Please Note Speed Limit for Main Street is 15MPH for Pedestrian Safety

1. Public Works delivered the new plat and ROW permit for CORE Electric to complete the electrical tie-in for Main Street Scape and Depot Lot. No
2. Retrofits for the drainage issue at the Hat shop area are installed and have worked flawlessly during several heavy rainstorms, with no effect on shop owners and standing water.
9. Mainstreet Streetscape continues to address punch-list items and scheduling repairs as the CORE/Comcast poles have all been removed.
10. Numerous questions and concerns continue to surface to the point of micromanaging by concerned person(s) on the Mainstreet Streetscape. Below is a partial list:
 - a. Narrow Streets and Bulb-Outs were approved to aid in slowing traffic making pedestrian safety a priority concern and allow for people to visit and gather along Main St to enhance their shopping and easy accessibility. Speed on Main St is posted at 15 MPH.
 - b. The Large Cottonwood tree that was removed from private property at Main St and Broadway St was a Life, Health Safety issue and needed to be removed.
 - c. Public Works resolved several small issues a day along Main St. and will continue to do so until project final acceptance.
 - d. Public Works is continuing to work with property owners at the Oddfellows and Alpaca shops to resolve issues arising from construction.
 - e. Resolution has been reached with CORE Electric for Main St lighting and should begin power line installation and service hook-up within the next 2-3 weeks.
 - f. Items brought to PW attention on main streetscape that are punch list items are being addressed.
 - g. One main street new light fixture will be replaced and is under warranty.

Town Farmers Market:

1. PW and Community development plan on a meeting with Elizabeth Brewing Company and Don Means agency for future events to discuss placement of Solar Lamp Posts, Electrical outlets, and trees to enhance the use for all parties.

Town Parks and Right of Way:

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TOWN OF ELIZABETH

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1. The NEW storm drainage system and detention pond have performed very well during several heavy downpours of rain and small hail over the last two weeks.
2. Seeded areas of the Depot lot and detention have progressed very well with heavy grass showing in all areas. Fencing around the detention pond will commence as weather allows.

Upcoming Projects:

1. PW has completed the 2025 CDPHE Annual Reporting.
2. Annual biosolids sampling will take place in October 2025 for CDPHE (state) compliance.
3. Regulation 85 Nutrient (federal) monitoring will be conducted in October of 2025 for acceptance by CDPHE.
4. PW has completed a round of PFAFs (radiation/radiological). Results have been reported to CDPHE.
5. Water Augmentation and Recording.
6. Water lead and copper sampling.
7. Water constituents for heavy metals sampling.
8. Annual DMR (Daily Monitoring Report) Gold Creek Wastewater Plant.
9. Tree City USA Application accepted and approved by Tree City USA.
10. Trail DOLA findings and inspections. Addition of willow cuttings planted.
11. PW is conducting the Highway User Tax Fund (HUTF) reporting and data processing for 2025.
12. PW has completed lead and copper testing per CDPHE guidelines for 2025.
13. Flushing of entire town's water supply system is completed every 6 months.
14. Cleaning of the Storm Drainage systems.

Mike DeVol
Town of Elizabeth
Public Works Director
GCWWTP Operations
303-913-6453
mdevol@townofelizabeth.org



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

November 12th, 2025

Management Team Updates

Community Development – Alexandra Cramer, AICP, Planner/Project Manager

- Staff is working on identifying areas in the code that are recommended to be updated/revised.
- Consulting Services in the Community Development Department
 - At the workshop on October 20th, a comment was made that suggested eliminating SAFEbuilt consulting services as a budget cut, with the implication that Community Development staff should be doing this work instead. This assumes the work is not already being done in-house, which is incorrect. Community Development manages project coordination, stakeholder communication, code compliance, public engagement, Board presentations, and long-range planning. Consulting services provide technical input on specific matters, not ongoing project management or regular planning review.

Since the Planner/Project Manager position was filled in 2023, Community Development staff has managed and reviewed *all projects*. Multiple projects have been presented to and approved by the Board without any third-party consultation. This includes projects managed after the department was reduced by a third in December 2024. The 350 S Elbert Street Subdivision represents a *specific exception* where the former director established a third-party arrangement in 2022 for project management due to applicant difficulties, and this was kept in place for continuity with both staff and the applicant through the director's departure. With Walnut Grove, SAFEbuilt was used as a planning resource and second opinion through coordination with the applicant, engineering consultants, and staff on how planning and engineering considerations intersected. Plan review against code is *only one small part* of what planning and project management entails.

The reality is that the town's zoning code and PUDs are outdated and create situations that are rarely black and white. Relying on a single planner to interpret these ordinances without peer review at times is not responsible planning. SAFEbuilt has worked with the Town for over eight years and knows how things generally work here. Getting a second set of eyes on *certain* situations is standard practice and ultimately protects the Town.

- Main Street Board of Directors
 - Staff and the MSBOD are working on 2026 workplans.
 - Some members on the MSBOD will be assisting the Elizabeth Chamber of Commerce at their BooBash on October 25th. This cooperation came out of several meetings the
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TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

MSBOD had with Chamber on how to better collaborate and assist with each organization's events and efforts. The MSBOD is also sponsoring a musician to play on Main Street during the event from 11am-1pm to encourage attendees to stay and patronize the businesses.

- **5K and Family Color Run** – The 5K and Family Color Run was a success this year. We had approximately 240 participants. We were sponsored by the following organizations/businesses:

Waste Management, Independence/Craft Companies, Potestio Brothers, Bobo Bars, EBC, EPR District. We partnered with the Elizabeth Chamber of Commerce to help coordinate sponsorships to pay for the t-shirts this year. We received donations from the following businesses: RNK Running & Walking, Sprouts, Mountain Man, Randy's Antiques, IC Threads, The Nest, EBC, The Prickly Pear and Coffee House on Mainstreet, Carriage Shoppes.

We had volunteers from the following organizations: EHS Poms Team, Running Creek PTCO, Boy Scout Troop 636, Elbert Schools Booster Club, Elbert County Fair Royalty, Kiowa Schools, and Redstone Bank.

5K & Family Color Run Budget 2025

Expense Categories		
Item	Budget	Actual 2025
Shirts	\$3,500.00	\$0.00
Bags		\$0.00
Medals	\$4,500.00	\$4,500.00
Signage		\$0.00
Advertisement	\$250.00	\$0.00
Breakfast	\$1,500.00	\$1,002.00
Drinks	\$100.00	\$88.75
Color Run	\$300.00	\$236.54
DJ	\$500.00	\$600.00
Photographer	\$200.00	\$200.00
Face Painter	\$300.00	\$345.00
Event Coordinator	\$3,500.00	\$3,500.00
EMT Services	\$300.00	\$330.00
Colorado Race Timing	\$1,500.00	\$1,166.00
Photo Booth	\$0.00	\$0.00
Miscellaneous	\$250.00	\$0.00

Budget Summary	
Category	Amount
Total Budget	\$8,000.00
Total Projected Expenses	\$16,700.00
Revenue	\$5,552.94
Total Spent to Date	\$6,415.35

- **DOLA Colorado Main Street Manager Summit** – Staff attended the Colorado Main Street Manager Summit in Lyons, where Main Street communities across the state presented their recent work. Notable accomplishments included:

- Windsor received the Colorful Colorado Choice Award for their Downtown Master Plan and launched a new 501(c)(3) Main Street Partnership to expand event programming
- Silverton secured full funding for their Blair Street Revitalization Project after nearly 10 years of work, including \$260,990 from CDOT's Multimodal Options Fund and \$1,043,958 from a DOT TAP grant
- Town of Lyons completed town-wide wayfinding signage fabrication and installation

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TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

- Pagosa Springs supported downtown businesses through a two-year US 160 reconstruction by creating "Coney Z" (their construction mascot), installing additional wayfinding, and raising \$12,500 for their Business Assistance Grant Fund
- Rifle launched "Third Thursday on Third Street," growing attendance from 250 in June to approximately 650 by September
- Wellington completed two new downtown murals and launched their Walk of Fame project, providing custom yard signs to graduating seniors with scholarships funded through the program
- Victor adopted a new Land Use Code to facilitate downtown development and launched a Revitalization Program providing \$7,500 property improvement grants to 10 businesses

The MSBOD will review all accomplishments presented at the summit to identify programs and initiatives that could be adapted for Elizabeth.

- Main Street Car Show -- The Main Street Car Show took place on September 5th, 2025. There were over 80 cars that participated. We had 3 food trucks and a local musician. We received good feedback from both participants and attendees—some that were visiting Elizabeth Main Street for the first time. The MSBOD would like to explore another car show in the spring.
- Colorado Main Street Community of the Year Award – The MSBOD was named the Colorado Main Street Community of the Year in 2024. As part of this recognition, the Town was awarded professional services from DOLA Main Street with Ayres Associates to conduct a development analysis for the Gesin Lot. The analysis was completed in June with the report scheduled for presentation to the BOT in July.
- Oddfellows Building Mural -- Through DOLA mini grant funds, Staff and MSBOD members collaborated to install a mural on the Oddfellows building in May. The public art installation has received positive community reactions.
- Chamber of Commerce Partnership Development -- The MSBOD is working to build stronger partnerships with the Chamber of Commerce. Staff and MSBOD members have met with the Chamber several times over the past six months to identify collaboration opportunities and improve resources for the business community. Staff also coordinated a meeting with DOLA Main Street and the Chamber to further these discussions. All meetings have been successful, with the Chamber moving forward to assist with 5K sponsorships for the first time.



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

- Locable Website Development -- The MSBOD's Locable website continues to grow with approximately 40 local businesses and organizations registered in the directory. The website has been opened to all businesses within Town limits and features numerous events in the calendar. Staff and the MSBOD will continue promoting the website as the Elizabeth area's primary event calendar resource.
- Elbert County Artist Guild Partnership -- The MSBOD has been discussing enhanced partnerships with the Elbert County Artist Guild. Recent meetings between both groups have identified integration opportunities for ECAG participation in Main Street events. As an outcome, ECAG will have a presence at the Main Street Car Show, 5K, and Historic Walk and Talk. The MSBOD is also exploring ways to incorporate local art on Main Street and will continue developing these conversations over the next few months.
- ElizaBash Weekend Promotion -- During ElizaBash weekend, the MSBOD provided Main Street stickers, temporary tattoos, and bags to participating Main Street businesses for patron distribution. The businesses expressed appreciation for these promotional offerings.
- Networking Event -- The MSBOD held a networking event at Elizabeth Brewing Company in May with approximately 50 attendees from various boards, organizations, businesses, and the general public. The event was catered by the Elizabeth High School Culinary Class and was successful.
- Stampede Participation -- The MSBOD attempted to attend the Stampede, but their participation was cut short due to storms and tent malfunctions.
- Historic Advisory Board
 - Staff and HAB are working on 2026 workplans.
 - The HAB is exploring grants to help fund new storyboards on Main Street.
 - **11th Historic Walk and Talk** -- The HAB held their 11th Historic Walk and Talk on September 27th at 9:30am with approximately 100 attendees. The event received positive feedback from both new and returning participants. Highlights included a tour of the Oddfellows building and a first-person historic character enactment performed by a Historic Advisory Board member, who dressed in historically accurate attire and portrayed Elsie Banes through monologue. Staff created brochures focusing on the town's historic figures for distribution at the event. American Legion provided lunch, and Elizabeth Brewing Company featured their "Elizabrew" commemorating the town's 135-year anniversary.

▪ P(



The Founding Vision: A Photo from Main
While Elizabeth bears the name of Elizabeth City, Colorado, it was not here to Colorado Territory Governor John Evans, the Evans family had been

Want to Learn More About Elizabeth's Historical Figures and Families?

If you enjoyed discovering the stories of Elizabeth's pioneers and personalities, explore our ongoing Oral History Collection. We've recorded fascinating interviews with longtime residents like Warren Graham (four generations on the same homestead), Orla Tamm (whose Swedish grandfather donated land for our cemetery), and many other families whose memories bring our town's history to life. These recorded conversations capture firsthand accounts of everything from the devastating 1975 flood to Main Street's bustling businesses, from community dances to severe winter storms, and from family ranching traditions to the evolution of our beloved town.



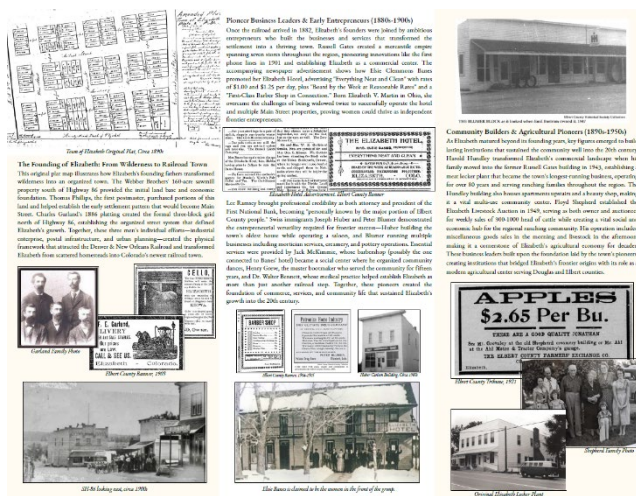
A Guide to Elizabeth's Roots





TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT



- Oral History Program -- The HAB continues to expand their oral history collection available at historichelizabethco.org. Bob Rasmussen and Lynn Mitchell, with the assistance of Dianna Hiatt, have been conducting interviews and compiling oral histories. The website currently features 10 completed oral histories with a backlog of additional interviews to be posted. These have proven to be an effective community engagement tool, with social media generating 250+ engagements on Facebook.
- Historic Building Coloring Contest -- The HAB completed their first historic building coloring contest and received 14 entries. Community voting determined winners from each grade level (K-3rd). The four winners received award bags presented at the First Friday Night Market, and all participants were offered complimentary DQ ice cream cones. The Town thanks the Library District and Elbert County Artist Guild for their partnership on this project. All contest entries can be viewed on the HAB's website.
- Historic Property Research -- Historic property research efforts are ongoing with several properties completed. As research is finalized, properties are added to the virtual walking tour map on the HAB's website. Property owners receive completed packets of research findings. Staff has received positive feedback from property owners expressing gratitude

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TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

for the opportunity to meet with HAB members and learn previously unknown history about their properties.

- Partnership Development -- The HAB is exploring new partnerships with the Library District as well as the Elbert County Historical Society and Museum.
- The HAB recently took a tour of the Elbert County Museum and got to meet some of their board members.
- Greater Elizabeth PROST Master Plan—The master plan was approved by the Town’s BOT, EPR District, and Elizabeth School District.
- 2025 Neighborhood Block Parties -- Neighborhood block parties are underway with three scheduled for 2025. Events are planned for June, July, and August.
- Board Onboarding Packets -- Staff is working on developing onboarding packets for all three boards: Planning Commission, Historic Advisory Board, and Main Street Board of Directors.
- Permit Document Updates -- Staff is updating permit documents and creating a one-stop shop informational packet to streamline the permitting process.
- Planning Commission
 - Strong Towns Workshop Series -- The Planning Commission participated in Strong Towns workshops on 08/20/2024 and 09/03/2024. More information can be found on the Town's website under Community Development and Planning Commission. Key Takeaways include:
 - Cities/Towns, like businesses must run a profit to effectively serve the community
 - It is hard to break even on infrastructure projects (streets, sidewalks, water, sewer, etc) unless the adjacent properties contribute enough/significantly in property and/or sales tax (general rule of thumb is 30:1 private to public investment)(\$1million in public improvements should generate \$30million in private investment)
 - Cash infusions from large development projects create the illusion of solvency but generally don't cover long term maintenance of additional infrastructure (infinite timeframe/life of a Town)
 - Suburban development pattern tends to be a larger scale with less productivity when compared to pre-WWII development pattern
 - Towns, Cities, human settlements have developed in similar ways over thousands of years until post WWII suburban expansion
 - The Federal and some State approaches to development, in particular in response to the Great Depression, were top down and provided fuel for accelerated growth (New Deal)



TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

- The pre WWII development pattern Town/City were complex organisms that could adapt with changing variables vs the suburban development pattern is largely a complicated system which is less adaptable to different inputs (resilient vs fragile)(rainforest vs monocrop)
- Incremental development patterns or "little bets" create flexibility in the system versus large scale developments that are completed to a finished state all at once. (Historic Main Streets versus new outdoor shopping malls on the outskirts of a Town/City)
- Incremental development allows for feedback and adaptation during the maturation and thickening up of the community
- Financial Solvency is ESSENTIAL for long-term prosperity
- Land must NOT be squandered (non-renewable resource)
- Job creation and economic growth are the results of a healthy local economy, not substitutes for one
- Local government is the highest level of collaboration (some of the biggest impacts can be made at local level, not state or national for day-to-day life in your Town)
- Incremental investments or "little bets" are ideal way to see sustainable development occur (small local investments versus top-down large scale investment projects)
- Resiliency is key to Strong Towns over efficiency (may be more cost effective to build extra mile of infrastructure because of economies of scale but you ultimately have to pay to maintain that added infrastructure before you need it) Smaller development scale projects and blocks/neighborhoods with many owners and uses can withstand economic impacts better than large scale projects with single or fewer owners and uses
- Adaptability is key to complex system survival (Towns with the ability to adapt to changing wants and needs over time are more resilient than those that are unable to change with varying conditions) Future and current generations may want or need different working, shopping, or living environments than in 1900, 1950, or 2000. Are we allowing for adaptability?
- Additional PC training will be researched to help prepare them for a potential comprehensive plan update.



TOWN OF ELIZABETH

CLERK'S/FINANCE OFFICE MANAGER'S REPORT

November 12, 2025

The Clerk's / Finance report reflects updates provided by individual Staff members.

Hannah

Allison

- I was very honored to receive the Rookie of the Year award from the Colorado Municipal Clerk's Association. Clerks do so much for their communities and the state-wide association. It means so much to be recognized by my peers. I am proud to be part of such an accomplished team.
- I have been working on renewing some of my certifications. I have completed my CJIS. My Passport Manager Certification is next up.
- We discovered that a malfunction occurred in our billing system which led to only some customers being billed at the increased rate over the last couple of months. This malfunction has been corrected. Those customers who were billed at the higher rate in October and November will be credited with the overage on their December bills. All customers will be billed at the increased rate beginning with the December 2025 billing.

Harmony

- I pulled some more water damaged ordinances from the basement. I'm working on making sure they are scanned and then will be permanently saved in a fireproof cabinet to help avoid any further damage.
- I attended an all-day records management training that focused on advocacy for records programs and their importance. It talked about alternative solutions to traditional recordkeeping than what has been done in the past, especially as Fuji will no longer be making microfiche at the end of 2025.

Michelle

- Planning for the Staff Christmas Party is underway.
- Allison and I are putting the finishing touches on the Mayor's Tree Lighting Event.
- Insurance open enrollment for staff is now underway and will remain open through November 24.
- The remaining 2025 Board meeting dates are somewhat confusing due to changes to the regular schedule.

November 12 – Workshop – 6:00 pm, Regular meeting 7:00 pm

November 20 – Regular meeting 7:00 pm Rescheduled due to holiday

December 9 – Regular meeting 7:00 pm – Last Meeting of 2025

January 13, 2026 – First meeting of 2026



TOWN OF ELIZABETH

CLERK'S/FINANCE OFFICE MANAGER'S REPORT

- Included in the packet in the 2026 tentative calendar, dates are subject to change.
- The Senior Basket Project is really coming together. There will be an article in the Elbert County News, Marjorie and Jen (Senior Luncheon Hosts) are holding a special event at Brew and Blooms, and the Mayor has reach out to Elbert County and they are going to have donation boxes/ possibly a competition for Staff members in all of their buildings. We also have more volunteers this year to sort, assemble, and deliver bags to our seniors. If you know a senior that you feel could use a little pick me up in December, please let me know.
- I believe you all receive an invitation to A Celebration of Service and History. Below is information for reference.

Invitation to A Celebration of Service and History. You are invited to celebrate our Police Department and the Elbert County Sheriff's Department plus experience the American Revolution Traveling Exhibit! Thursday December 4, 2025, at 4:00 pm.

We are very fortunate to have this exhibit travel to Elbert County. If you wish to attend, please RSVP to Gayle@gtdavis57@msn.com .

You are welcome to bring a guest.

f you cannot attend the exhibit will be here from December 4-11-2025 from daily 10:00am to 4:00pm.

Again, please RSVP If you plan to attend.



TOWN OF ELIZABETH

2026 Calendar (meeting and event dates are subject to change)

January 1 – New Year's Day Holiday - Closed

January 5 - Historic Advisory Board

January 6 – Planning Commission

January 8 – Court

January 12 - Main Street Board of Directors

January 13 – Board of Trustees

January 19– MLK Day Holiday - Closed

January 20 – Planning Commission

January 27 – Board of Trustees

- Workshop 6:30

February 2 – Historic Advisory Board

February 3 – Planning Commission

February 5 – Court

February 6 – Court / Trials

February 9 – Main Street Board of Directors

February 10 – Board of Trustees

February 16 - Presidents Day Holiday – Closed

February 17 – Planning Commission

February 24 – Board of Trustees

- Workshop 6:30



TOWN OF ELIZABETH

March 2 – **Historic Advisory Board**

March 3 – **Planning Commission**

March 5 – **Court**

March 9 – **Main Street Board of Directors**

March 10- **Board of Trustees**

March 17 – **Planning Commission**

March 24 – **Board of Trustees**

- **Workshop 6:30**

April 2 – **Court**

April 3- **Court / Trials**

April 6 – **Historic Advisory Board**

April 7– **Planning Commission**

April 13 – **Main Street Board of Directors**

April 14- **Board of Trustees**

April 21 – **Planning Commission**

April 28 – **Board of Trustees**

- **Workshop –6:30 pm**

May 7 – **Court**

May 4 – **Historic Advisory Board**

May 5– **Planning Commission**

May 9 –

- **Clean Up Day**



TOWN OF ELIZABETH

May 11 – Main Street Advisory Board

May 12- Board of Trustees

May 16 –

- Meat In

May 19 - Planning Commission

May 25 – Memorial Day Holiday - Closed

May 26 – Board of Trustees

- Workshop –6:30 pm.

May 28 – Court

May 29 - Court / Trials

June 1 – Historic Advisory Board

June 2 – Planning Commission

June 6 –

- Elizabash
- Flower Sale

June 8- Main Street Board of Directors

June 9 – Board of Trustees

June 12 –

- Friday Night Market Kick off of Summer

June 16 – Planning Commission

June 19–

- Friday Night Market

June 23– Board of Trustees

- Workshop –6:30 pm.



TOWN OF ELIZABETH

June 25 – Court

June 26 –

- Friday Night Market

July 4 – July 4th Holiday - Closed

July 3 –

- Friday Night Market

July 6 – Historic Advisory Board

July 7 – Planning Commission

July 10-

- Friday Night Market

July 13 – Main Street Board of Directors

July 14- Board of Trustees

July 21 - Planning Commission

July 17-

- Friday Night Market

July 28 – Board of Trustees

- Workshop –6:30 pm.

July 22 – Staff BBQ

July 24 –

- Friday Night Market

July 31 –

- Friday Night Market

August 3 – Historic Advisory Board

August 4 – Planning Commission



TOWN OF ELIZABETH

August 6 – Court

August 7 – Court/Trials

August 7-

- Friday Night Market

August 10 – Main Street Board of Directors

August 11 – Board of Trustees

August 14-

- Last - Friday Night Market

August 18 – Planning Commission

August 25 – Board of Trustees

- Workshop –6:30 pm.

September 1 – Planning Commission

September 3 – Court

September 5 –

- Car Show?

September 7- Labor Day Holiday – Closed

September 8 –Board of Trustees

September 12 –

- Main Street 5k?
- Protectors of Elizabeth / Chili Cookoff

September 14-

- Main Street Board of Directors
- Historic Advisory Board Meeting
-

September 15 – Planning Commission

September 18-



TOWN OF ELIZABETH

- **Birthday Bash Movie Night 6:30 pm?**

September 22 – Board of Trustees

- Workshop –6:30 pm

September 26 –

- **Elizabeth Walk and Talk?**

October 1 – **Court**

October 2 - **Court/Trials**

October 5– **Historic Advisory Board**

October 6 – **Planning Commission**

October 12 – **Main Street Board of Directors**

October 13– Board of Trustees

- Workshop – HAB Quarterly Report 6:30pm

October 15 –

- Draft budget due to Board and available online

October 20 – **Planning Commission**

October 24 –

- **Harvest Festival**

October 27– Board of Trustees

- Workshop –6:30 pm.

November 2 – **Historic Advisory Board**

November3 – **Planning Commission**

November 5 – **Court**

November 9 - **Main Street Board of Directors**

November 10 – Board of Trustees



TOWN OF ELIZABETH

November 11 – Veterans Day Holiday - Closed

November 17 – Planning Commission

November 24 – Board of Trustees - Moved to November 18th?

November 26-27 – Thanksgiving Holiday - Closed

December 1 – Planning Commission

December 3- Court

December 4– Court/Trials

December 5 -

- Mayor's Tree Lighting

December 7 – Historic Advisory Board

December 8 – Board of Trustees

December 14 – Main Street Board of Directors

December 11-

- Tentative Staff Christmas Party

December 15 – Planning Commission

December 22– Board of Trustees CANCELED

December 24th and 25th - Christmas Holiday - Closed

January 1 – New Year's Day Holiday - Closed

Legend

Black – Board of Trustees

Purple – Town Holiday's

Pink – Town Events

Green – Staff Meetings / Events

Orange – Events in Town

Olive – Planning Commission

Light Blue – Historic Advisory Board

Aqua – Main Street Board of Directors

Red - Court / Trials



Town of Elizabeth

Historic Advisory Board Regular Meeting

Monday, July 7, 2025 at 4:30 PM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Elizabeth Historic Advisory Board was called to order on Monday, July 7, 2025, at 4:33 pm by Vice Chair Jacque Hallett.

Roll Call

Present:

Vice Chair Jacque Hallett
Historian Bob Rasmussen
Member Lynn Mitchell
Member Jeff Lehman
Member Gayle Gardner

Absent:

Chair Dennis Rodriguez

There was a quorum to do business.

Also in Attendance:

Planner/Project Manager Alexandra Cramer
Town Clerk Michelle Oeser

Public Comment

This is a meeting of the Historic Advisory Board 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 3 minutes. The Historic Advisory Board may not respond to your comments during this meeting. Rather, they may 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 Chair will direct Staff to have a response at the next regularly scheduled Board meeting.

There was no Public Comment.

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes from the Regular Meeting of June 2, 2025

Motion by Historian Rasmussen, seconded by Member Mitchell, to Approve the Consent Agenda.

Voting Yes: Vice Chair Hallett, Historian Rasmussen, Member Mitchell, Member Lehman, Member Gardner

Voting No: None

Motion Passed Unanimously (5-0)

New Business

2. Discussion on 2025 Historic Walk and Talk

Alexandra provided a report. Discussion followed.

Staff Report

- Alexandra Cramer:
 - Oral History update.
 - Thanked the Board for attending the Coloring Contest Award Night.
 - Discussion on an Elbert County Museum Tour.
 - Discussion on a partnership with the Pines and Plains Library.
 - The Board of Trustees and Historic Advisory Board Workshop is scheduled for October 14, 2025.
 - John Quest submitted his resignation.

3. Staff Report

Board Reports

Member Gardner discussed the historic news project she is currently working on.

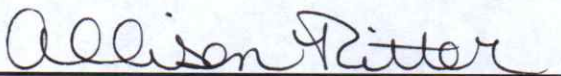
Adjournment

Motion by Member Mitchell, seconded by Member Lehman, to Adjourn the meeting at 5:44 pm.

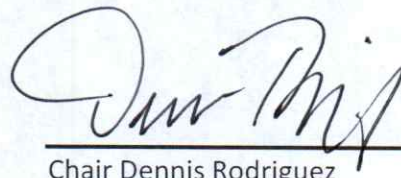
Voting Yes: Vice Chair Hallett, Historian Rasmussen, Member Mitchell, Member Lehman, Member Gardner

Voting No: None

Motion Passed Unanimously (5-0)



Assistant Town Clerk Allison Ritter



Chair Dennis Rodriguez