



TOWN OF ELIZABETH

MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS MAY 13, 2024

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, May 13, 2024, at 8:31 AM by Vice President Brandon Jeffress.

ROLL CALL

Present were Vice President Brandon Jeffress and Board Members Michael Hussey, Jeff Struthers, and Kurt Prinslow. President Linda Bulmer was in attendance via Zoom. Members Tedd Lipka and Carrie Wedel were not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Community Development Administrative Assistant Dianna Hiatt, Town Administrator Patrick Davidson, and Deputy Town Clerk Harmony Malakowski.

AGENDA CHANGES

No changes from Staff.

No changes from the Board.

Agenda set.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled public comment.

CONSENT AGENDA

1. Minutes of the Regular Meeting of March 11, 2024

Motion by Mr. Hussey, seconded by Mr. Prinslow, to approve the Consent Agenda.

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

NEW BUSINESS

2. Discussion regarding Gesin Lot RFP



TOWN OF ELIZABETH

Director Higgins provided a staff report. After much discussion, the Board provided direction to Staff.

3. Discussion regarding Historic Property parking requirements

Director Higgins provided a staff report.

Motion by Mr. Hussey, seconded by Mr. Struthers, to recommend to the Board of Trustees the removal of minimum parking requirements on properties located within the potential Historic District or are on the Local Historic Register.

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

4. Discussion regarding Historic Main Street 5K and Color Run

Planner/Project Manager Cramer provided an update to the Board regarding this year's 5K and Color Run.

STAFF REPORTS

- Director Higgins provided updates regarding:
 - Streetscape Design.
 - Mr. Hussey provided an updated ornament design.
 - Mr. Struthers had a question regarding the utility marks on Main St.
 - Director Higgins provided his takeaways from the Main Street Conference he attended.
 - Reminder of the next joint workshop dates.
 - Façade Grant applications will start to be accepted in June.
 - Locable website is being built. Soft launch is anticipated by Thursday's networking event.
 - Main Street flowers need to be bought and coordinated with Public Works. Mr. Hussey will start to work on this with Staff.
 - Vice President Jeffress had a question about the status of the Town parking lot.

BOARD REPORTS

- President Bulmer provided information regarding an upcoming discussion about people providing a haunted tour on Main Street.



TOWN OF ELIZABETH

ADJOURNMENT

Motion by Mr. Hussey, seconded by Mr. Struthers, to adjourn the meeting at 10:14 AM.

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

President Linda Bulmer

Deputy Town Clerk Harmony Malakowski