



TOWN OF ELIZABETH

MAIN STREET BOARD OF DIRECTORS

MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS

December 9, 2024

CALL TO ORDER

The Regular Meeting of the Elizabeth Main Street Board of Directors was called to order on Monday, December 9, 2024, at 8:36 AM by Vice President Brandon Jeffress.

ROLL CALL

Present were Vice President Brandon Jeffress, and Directors Jeff Struthers, Michael Hussey, Kurt Prinslow, and Carrie Wedel. President Linda Bulmer and Director Tedd Lipka were not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Permit Technician Dianna Hiatt, and Deputy Town Clerk Harmony Malakowski.

PUBLIC COMMENT

There was no public comment.

AGENDA CHANGES

No agenda changes from Staff.

Vice President Brandon Jeffress wanted to add an item to the end of the agenda for a presentation to Zach Higgins.

Agenda set.

CONSENT AGENDA

1. Minutes of the Regular Meeting of July 8, 2024

Motion by Director Hussey, seconded by Director Wedel, to approve the Consent Agenda as presented.

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

NEW BUSINESS

2. Discussion with DOLA Main Street via Zoom – Annual Visit



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Representatives from the DOLA Main Street program had their annual visit with the Main Street Board of Directors outlining services they offer and the successes of this past year.

3. Discussion and possible action regarding 2025 meeting schedule

Motion by Director Wedel, seconded by Director Prinslow, to accept the 2025 meeting schedule as presented.

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

4. Discussion and possible action regarding the 2025 Workplan and Budget

Motion by Director Hussey, seconded by Director Wedel, to accept the 2025 Workplan and Budget as presented.

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

5. Discussion regarding Main Street Mini Grant Funds

Motion by Director Wedel, seconded by Director Hussey, to move forward with using the grant funds towards a mural project to be placed on the Oddfellows building.

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

STAFF REPORT

- Community Development Director Higgins provided updates regarding:
 - Streetscape
 - Gesin Lot RFP
 - 2024 Ornaments
 - Training and the upcoming conferences available for attendance
 - Historic Advisory Board historic district
 - This will be his last meeting with Main Street Board of Directors

BOARD REPORTS

- Director Prinslow wanted an update regarding the next steps for the Main Street archway. Discussion followed.
- Vice President Jeffress made a presentation and provided a gift to Director Higgins regarding his service to the Main Street Board of Directors.

ADJOURNMENT

Motion by Director Hussey, seconded by Director Prinslow, to adjourn the meeting at 10:45 AM. The vote of those Directors present was unanimously in favor. Motion carried.



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President Linda Bulmer

Deputy Town Clerk Harmony Malakowski