



## TOWN OF ELIZABETH

COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** Honorable Mayor and Board of Trustees  
**FROM:** Alexandra Cramer, Planner/Project Manager  
**DATE:** March 11, 2025  
**SUBJECT:** Resolution 25R15

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### SUMMARY

Staff is requesting approval of a new resolution (25R15) authorizing a 25% town match (up to \$5,000) for the previously approved DOLA Main Street mini-grant mural project. After the Mayor executed the grant proposal, we received notification from DOLA Main Street that the grant requires this match. The attached email from DOLA confirms this oversight in their original guidelines.

### BACKGROUND

The Town of Elizabeth has been awarded \$20,000 in mini-grant funds through the DOLA Main Street program. These funds must be expended by June 2025. The Main Street Board has identified a mural project on the Oddfellows building, located at the intersection of CO-86 and Main Street, as an impactful use of these funds.

Property owners Brandon and Aleta Jeffress have provided approval for the mural installation. We have confirmed that Some Girls and a Mural will be the artist for this project. Following BOT reapproval, the design development process will begin, with installation planned for May to ensure completion by the June grant deadline.

### STAFF RECOMMENDATION

Staff recommends approval of Resolution 25R15 authorizing the expenditure of up to \$5,000 from Town funds as the Town's match for the DOLA Main Street mini-grant mural project.

### ATTACHMENT(S)

Resolution 25R15  
Email from DOLA Main Street regarding match requirement  
Previously approved Resolution 25R10  
Main Street Mini-Grant Project Proposal

**RESOLUTION 25R15**

**A RESOLUTION AUTHORIZING A TOWN MATCH FOR THE MAIN STREET MINI-GRANT MURAL PROJECT THROUGH THE DOLA MAIN STREET PROGRAM**

WHEREAS, the Town of Elizabeth has been awarded \$20,000 in mini-grant funds through the DOLA Main Street program; and

WHEREAS, the Board of Trustees previously approved Resolution 25R10 authorizing the Mayor to execute the Main Street Mini-Grant Project Proposal; and

WHEREAS, the DOLA Main Street program requires a 25% match from the Town for the mini-grant funds; and

WHEREAS, the Main Street Board proposes to utilize these funds for a mural project on 122 S Main Street, Elizabeth, Colorado 80107.

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 expenditure of up to \$5,000 from Town funds as the Town's match for the DOLA Main Street mini-grant mural project.

PASSED, APPROVED, and ADOPTED this 11th day of March 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

**From:** [Stoffel - DOLA, Traci](#)  
**To:** [Alexandra Cramer](#)  
**Subject:** Re: COMS mini-grant  
**Date:** Tuesday, March 4, 2025 3:35:55 PM  
**Attachments:** [image001.png](#)

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DOH!

I just realized a problem with your project proposal - We need you to have a 25% match to our \$20,000 - So, total project of \$25,000.

Hope that isn't a problem on your end ... Happy to chat if needed!  
Traci

**Traci C. Stoffel**  
**Main Street Specialist**



Division of Local Government | Community Development Office | Main Street Program  
C 720.467.4327  
1313 Sherman Street, Room 521, Denver, CO 80203  
[traci.stoffel@state.co.us](mailto:traci.stoffel@state.co.us) | [dlg.colorado.gov/main-street](http://dlg.colorado.gov/main-street)  
Sign up for the [DLG and/or Colorado Main Street newsletters](#).  
she/her\*

*Under the Colorado Open Records Act (CORA), all messages sent by or to me on this state-owned e-mail account may be subject to public disclosure.*

*[\\*Learn more](#) about why my pronouns are displayed.*

On Wed, Feb 12, 2025 at 8:55 AM Stoffel - DOLA, Traci <[traci.stoffel@state.co.us](mailto:traci.stoffel@state.co.us)> wrote:

This is perfect - Thank you!

**Traci C. Stoffel**  
**Main Street Specialist**



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On Wed, Feb 12, 2025 at 8:47 AM Alexandra Cramer <[acramer@townofelizabeth.org](mailto:acramer@townofelizabeth.org)> wrote:

Hi Traci,

See attached signed proposal form. Let me know if there is anything else you need.

Thanks!

*Alexandra Cramer*

**Planner / Project Manager**

Elizabeth, CO. 80107

Phone: 303-646-4166

[acramer@townofelizabeth.org](mailto:acramer@townofelizabeth.org)



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**From:** Stoffel - DOLA, Traci <[traci.stoffel@state.co.us](mailto:traci.stoffel@state.co.us)>  
**Sent:** Friday, January 31, 2025 9:32 AM  
**To:** Alexandra Cramer <[acramer@townofelizabeth.org](mailto:acramer@townofelizabeth.org)>  
**Subject:** COMS mini-grant

Good morning!

Did I let you know that we have formal approval for the mural?

All we need now is for you to complete and get signatures on the attached and return to us.

Thanks so much, and have a fantastic Friday!

Traci

**Traci C. Stoffel**

**Main Street Specialist**



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C 720.467.4327

1313 Sherman Street, Room 521, Denver, CO 80203

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**RESOLUTION 25R10**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MAIN STREET MINI-GRANT PROJECT PROPOSAL THROUGH THE DOLA MAIN STREET PROGRAM**

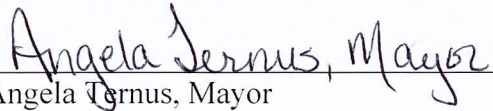
WHEREAS, the Town of Elizabeth has been awarded \$20,000 in mini-grant funds through the DOLA Main Street program; and

WHEREAS, the Main Street Board proposes to utilize these funds for a mural project on 122 S Main Street, Elizabeth, Colorado 80107.

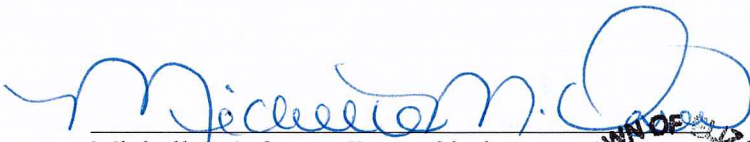
NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ELIZABETH, COLORADO AS FOLLOWS:

SECTION 1. The Board of Trustees hereby authorizes the Mayor to execute the Main Street Mini-Grant Project Proposal.

PASSED, APPROVED, and ADOPTED this 11th day of February 2025, by the Board of Trustees of the Town of Elizabeth, Colorado, on first and final reading, by a vote of 7 for and 0 against.

  
Angela Ternus, Mayor

ATTEST:

  
Michelle M. Oeser, Town Clerk





**FIVE-YEAR MINI-GRANT CONTRACT, 2020-2025**  
 LATEST APPLICATION DATE: JUNE 30, 2024

# MAIN STREET MINI-GRANT: PROJECT PROPOSAL

Town of Elizabeth

City or Town

Alexandra Cramer

Planner/Project Manager

Principal Representative/Main Street Manager

Title

acramer@townofelizabeth.org

303-646-4166 ext. 503

Email

Phone

Patrick Davidson

Town Administrator

Responsible Administrator (from Local Government)

Title

p davidson@townofelizabeth.org

303-646-4166 ext. 504

Email

Phone

## QUESTIONS

1. How is this project part of your transformational strategy? Is it included in your annual work plan?

This mural project aligns with our priorities to increase awareness of 80107 and Main Street by creating an eye-catching visual at a key downtown intersection. Installing public art on the Oddfellows building also demonstrates our commitment to encouraging investment in Main Street properties. The project will be added to our revised 2025

2. In no more than 200 words, provide a brief description of the proposed project (scope of work), planned outcomes, and benefit to your downtown district.

The project will create a public art mural on the historic Oddfellows building at Highway 86 and Main Street. Town staff, in collaboration with the property owner, will oversee artist selection and facilitate theme development through our Main Street and Historic Advisory boards. The selected artist will develop three design concepts for public review this spring, followed by CDOT permitting and installation in late May when weather conditions are optimal.

The timing of this mural project is significant as it aligns with the completion of our major streetscape improvements and the Oddfellows building's upcoming transformation into a vibrant gathering space our downtown needs. This artistic addition will celebrate how far we've come with the streetscape project while pointing to the exciting changes ahead

## BUDGET AND MATCHING FUNDS

Please contact DOLA staff if you believe a match waiver is merited.

Project Task/Item	Total Cost	DOLA Funds	Local Match
Artist Fee and Design Process	\$15,000	\$15,000	
Materials and Installation	\$5,000	\$5,000	
<b>Totals:</b>	<b>\$20,000</b>	<b>\$20,000</b>	

## SIGNATURES

Angela Jernus, Mayor  
 Chief Elected Official

Carrie Wedel  
 Local Main Street Chair/President