



**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS  
NOVEMBER 13, 2023**

**CALL TO ORDER**

The Regular Meeting of the Main Street Board of Directors was called to order on Monday, November 13, 2023, at 8:34 AM by Vice President Linda Bulmer.

**ROLL CALL**

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

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

**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 September 11, 2023

Motion by Mr. Hussey, seconded by Mr. Prinslow, to approve the minutes from October 9, 2023.

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



## NEW BUSINESS

2. Discussion and possible action regarding the MSBOD 2024 Workplan and Budget.

Director Higgins provided an update.

Vice President Bulmer discussed Main Street Station and the updated impact fee schedule. Director Higgins provided background information regarding the new fees. Discussion followed.

Motion by Mr. Hussey, seconded by Mr. Prinslow, to adopt the MSBOD 2024 Workplan and Budget as presented.

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

3. Discussion and possible action regarding the MSBOD 2024 Schedule

Motion by Mr. Prinslow, seconded by Mr. Struthers, to approve the MSBOD 2024 Schedule.

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

4. Discussion regarding event date for the Main Street Networking Event

The Main Street Networking Event for 2024 will be held on May 16<sup>th</sup>, 2024, at The Elizabeth Brewing Company.

5. Discussion and possible action regarding the Main Street Monument Sign/Arch Options

Motion by Mr. Hussey, seconded by Ms. Wedel, to recommend to the Board of Trustees the 3<sup>rd</sup> sign option with the discussed changes.

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

6. Discussion regarding the draft Elizabeth Façade Grant Program

Motion by Ms. Wedel, seconded by Mr. Prinslow, to approve the recommendation to the Board of Trustees the proposed draft of the Elizabeth Façade Grant Program.

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

## STAFF REPORTS

- Director Higgins provided updates regarding:
  - Streetscape Design update and upcoming Grant opportunities
  - Gesin Lot and archway design.



## TOWN OF ELIZABETH

- Upcoming holiday party
- 2023 Christmas ornament inventory
- Training opportunities
- Update on the conference he attended
- Wi-Fi on Main Street
- Hugo Main Street Manager to visit the MSBOD in January
- Reminder of the Open House tonight with DOLA

### BOARD REPORTS

- Vice President Bulmer provided updates regarding:
  - Lines have been repainted on Main Street
  - The bank building will have a new business soon as the current occupant is retiring.
  - Main Street Station
  - Business Open House event held recently

### ADJOURNMENT

Motion by Mr. Hussey, seconded by Mr. Prinslow, to adjourn the meeting at 10:22 AM.  
The vote of those Board Members present was unanimously in favor. Motion carried.

  
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President Tedd Lipka

  
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Deputy Town Clerk Harmony Malakowski

