



Town of Elizabeth

Main Street Board of Directors Regular Meeting

Monday, August 10, 2026 at 8:30 AM

Town Hall, 151 S. Banner Street

Call to Order

Roll Call

Public Comment

This is a meeting of the Main Street Board of Directors 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 Main Street Board of Directors 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 President will direct Staff to have a response at the next regularly scheduled Board meeting.

Agenda Changes

Consent Agenda

1. Minutes of the March 9, 2026, Meeting
Minutes of the April 6, 2026, Meeting
Minutes of the July 13, 2026, Meeting

New Business

2. Discussion on AARP Livability Grant Idea

Staff Report

3. Staff Report

Board Reports

Adjournment

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

Accommodations for disabilities may be made upon request.



Town of Elizabeth

Main Street Board of Directors Regular Meeting

Monday, March 9, 2026 at 8:30 AM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Elizabeth Main Street Board of Directors was called to order on Monday, March 9, 2026, at 8:33 AM by Vice President Brandon Jeffress.

Roll Call

Present:

Vice President Brandon Jeffress

Director Linda Bulmer

Director Michael Hussey

Director Jeff Struthers

Director David Cox

Director David Colleran

Absent:

President Carrie Wedel

There was a quorum to do business.

Also in Attendance:

Planner/Project Manager Alexandra Cramer

Deputy Town Clerk Allison Ritter

Public Comment

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There was no Public Comment.

Agenda Changes

Administration asked to move Item 2 to the end of the meeting.

No changes from the Board.

Agenda set with change.

Consent Agenda

1. Minutes of the Regular Meeting of February 9, 2026

Motion by Director Hussey, seconded by Director Colleran, to approve the Minutes of the Regular Meeting of February 9, 2026.

Voting Yes: Vice President Jeffress, Director Bulmer, Director Hussey, Director Struthers, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (6-0)

New Business

2. Discussion on the 2026 ornament design

Ms. Cramer gave a Staff report.

Director Hussy agreed to create the final design for the 2026 ornament based on the example given by Staff.

3. Discussion and possible action on the April meeting date - Alexandra Cramer

Ms. Cramer gave a Staff report.

Motion by Director Hussey, seconded by Director Cox, to approve changing the April meeting date to April 6th.

Voting Yes: Vice President Jeffress, Director Bulmer, Director Hussey, Director Struthers, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (6-0)

Staff Report

4. Staff Report

- Planner/Project Manager Alexandra Cramer:
 - Reviewed her submitted report.

New Business

5. Main Street Board of Directors meet with the Elbert County Chamber of Commerce - Alexandra Cramer

Marjorie Engel gave a presentation.

Board Reports

- Director Hussey:
 - Informed the Board of a complaint he received from the owner of Small Town Mini Donuts regarding the setup of tents during events on Main Street.
- Director Bulmer:
 - Asked about plans to have another Feed Lot event.

- Director Struthers:
 - Asked if the lights on Main Street had power yet.

Adjournment

Motion by Director Hussey, seconded by Director Cox, to adjourn the meeting at 9:39 AM.

Voting Yes: Vice President Jeffress, Director Bulmer, Director Hussey, Director Struthers, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (6-0)

Deputy Clerk Allison Ritter

President Carrie Wedel



Town of Elizabeth

Main Street Board of Directors Regular Meeting

Monday, April 6, 2026 at 8:30 AM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Elizabeth Main Street Board of Directors was called to order on Monday, April 6, 2026, at 8:41 AM by Director David Colleran.

Roll Call

Present:

Director Linda Bulmer
Director Jeff Struthers
Director David Cox
Director David Colleran

Absent:

President Carrie Wedel
Vice President Brandon Jeffress
Director Michael Hussey

There was a quorum to do business.

Also in Attendance:

Planner/Project Manager Alexandra Cramer
Deputy Town Clerk Allison Ritter

Public Comment

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There was no Public Comment.

Agenda Changes

No changes from Administration.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes of the March 9, 2026 Meeting

Motion by Director Cox, seconded by Director Struthers, to approve the Minutes of the March 9, 2026, Meeting.

Voting Yes: Director Bulmer, Director Struthers, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (4-0)

New Business

2. Discussion and possible action on the 2026 Ornament Design - Alexandra Cramer

Ms. Cramer gave a Staff report.

No action was taken.

3. Discussion on the Main Street Vendor Map - Alexandra Cramer

Ms. Cramer gave a Staff report.

Director Colleran gave a presentation.

Staff Report

4. Staff Report

- Planner/Project Manager Alexandra Cramer:
 - Reviewed her Staff report as presented in the Agenda Packet.
 - Director Colleran asked about having an obstacle course at the 5k/Color Run.
 - Director Bulmer asked who could participate in the BBQ competition at the 250/150 Celebration.
 - Director Colleran asked about vendors at the 250/150 Celebration.
 - Director Bulmer asked about an entry fee for the BBQ competition.

Director Struthers departed the meeting at 9:16 AM.

- Planner/Project Manager Alexandra Cramer:
 - Continue her review of her Staff report as presented in the Agenda Packet.
 - Director Colleran asked for clarification on the changes to the Parking Code.
 - Discussion regarding the selling of the Gesin Lot and promotion of Main Street.

Board Reports

No Board reports.

Adjournment

Motion by Director Cox, seconded by Director Bulmer, to adjourn the meeting at 10:05 AM.

Voting Yes: Director Bulmer, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (3-0)

Deputy Clerk Allison Ritter

President Carrie Wedel



Town of Elizabeth

Main Street Board of Directors Regular Meeting

Monday, July 13, 2026 at 8:30 AM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Elizabeth Main Street Board of Directors was called to order on Monday, July 13, 2026, at 8:32 am by Director David Colleran.

Roll Call

Present:

Director Linda Bulmer
Director Michael Hussey
Director David Cox
Director David Colleran

Absent:

President Carrie Wedel
Vice President Brandon Jeffress
Director Jeff Struthers

There was a quorum to do business.

Also in Attendance:

Community Development Director Alexandra Cramer
Planning Technician Dianna Hiatt
Town Clerk Michelle Oeser

Public Comment

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There was no Public Comment.

Agenda Changes

Administration requested that Agenda Item 3 be moved to Agenda Item 2 and that Agenda Item 2 be moved to Agenda Item 3.

No changes from the Board.

Agenda set.

New Business

1. Discussion on 2026 Main Street Events - Alexandra Cramer

The Board opened discussion on the successes and areas for improvement from the Meet Me on Main Street event.

2. Discussion on Student Art Installation on Main Street - Alexandra Cramer

Ms. Cramer provided a Staff report.

Discussion followed.

Staff Report

3. Staff Report

Ms. Cramer review her written Staff report.

Discussion on the Wendler lot.

Board Reports

Adjournment

Motion by Director Cox, seconded by Director Hussey, to adjourn the meeting at 10:37 am.

Voting Yes: Director Bulmer, Director Hussey, Director Cox, Director Colleran

Voting No: None

Motion Passed Unanimously (4-0)

Deputy Clerk Allison Ritter

Director David Colleran



TOWN OF ELIZABETH

TO: Main Street Board of Directors
FROM: Alexandra Cramer, AICP, Community Development Director
DATED: August 10, 2026
SUBJECT: Discussion of AARP Livability Grant — Project Ideas

SUMMARY

I want to bring a funding opportunity to the Board and get your input on how to use it. Colorado Main Street is partnering with AARP to offer small livability sponsorships to official Main Street communities. We can request **up to \$2,500 with no match required**. AARP pays us directly (PayPal, Venmo, or check) to purchase materials or equipment. Projects should be completed within roughly six to nine months, and the state's deadline to submit a proposal is **August 28th**.

Eligible projects focus on livability and accessibility, especially for residents 50 and older: benches, ADA-accessible tables, parklets, bike racks, little free libraries, crosswalk and trail accessibility, all-ages exercise or playground equipment, solar/LED safety lighting, and minor sidewalk or transit improvements. Because it's a sponsored project, we'd acknowledge AARP on completion through a plaque, social media post, or article in the paper.

The most valuable angle is how this pairs with our existing DOLA mini-grant (MS-MGS2509). That grant includes a **\$10,000 downtown-improvements line that requires a \$2,500 local match**. AARP funds can serve as that match — which means a \$2,500 sponsorship could unlock a **\$12,500 downtown project at essentially no cost to the Town**. So the Board has two paths to weigh: a simple standalone AARP amenity (~\$2,500, quick and fast), or using AARP as the match to fund the larger \$12,500 improvement. The leverage path requires coordinating with staff, regional-manager approval, and a signed mini-grant proposal *before* we spend.

A few prompts as you think it through: Where are the accessibility gaps for our older residents? Is there a project we've stalled on because of the match — this is the money that unlocks it? And do we want a fast quick win, or the leverage play that stretches the dollars furthest?

STAFF RECOMMENDATION

No formal action is requested at this time. I'm asking the Board to review our strategic and work plans and come prepared to discuss one or two eligible project ideas — ideally with a rough cost estimate and photo, which are easy to pull from an Amazon or Google search. Once we settle on a direction, I'll prepare and submit the proposal ahead of the August 28th deadline.

ATTACHMENT(S)

2026 Workplan

2024-2027 Strategic Plan



Proposed 2026 MSBOD Work Plan

FOUR POINTS CATEGORY	STRATEGIC PRIORITY	PROJECT	ACTIVITIES TO START	Timing (Q1-Q4)	Lead, Support
Organization	Planning, Operations & Administration	Training	Attend two of the four quarterly trainings provided by DOLA	Quarterly	Staff, Board
			Main Street Manager's Summit	November	Staff
			Main Street NOW Conference	April	Staff, Board
			Downtown Colorado Inc. In the Game Conference	May	Staff, Board
		Annual Main Street Program Planning	Main Street Communities Field Trip	Ongoing	Staff, Board
			Review multi-year strategic plan	Ongoing	Staff, Board
			Annual budget preparation and submission to BOT	August	Staff, Board
			Submit annual workplan to DOLA and BOT	December	Staff, Board
			Quarterly reporting to BOT	Quarterly	Staff, Board
			Election of officers	December	Staff, Board
			Designated meeting posting place	1st meeting in January	Staff, Board
			Submit annual mini-grant application	As needed	Staff
			Redeem annual scholarship from DOLA system	As needed	Staff
			Redeem annual mini grant from DOLA system	As needed	Staff
		Operations/Administration	Host DOLA site visit	November	Staff
			Report quarterly business stats to Main Street Board	Quarterly	Staff
			Submit quarterly reports to DOLA	Quarterly on the 15th	Staff
			Submit annual report to BOT	January	Staff, Board
			Retain membership of National Main Street Center	January	Staff, Board
			Story map	Ongoing	Staff, Board
			Webpage/ social media maintenance	Ongoing	Staff, Board
			Coordination with local stakeholders (SBDC, Parks and Recreation, ENG, ECC, EACC, Elizabeth area business owners and residents)	Ongoing	Staff, Board
			Coordination with local, state, and federal agencies (BOT, ToE advisory boards, Elbert County, CTO, DOLA)	Ongoing	Staff, Board
			Maintain business inventory	Ongoing	Staff
			Maintain property inventory	Ongoing	Staff
			Main Street Networking Event	February, September	Staff, Board
			Meet with Chamber quarterly	Ongoing	Staff, Board
Economic Vitality	Cultivate community wide partnerships to align shared goals and increase impact.	Connect businesses to resources (marketing, grants, education/training, consultants), serve as clearinghouse for small businesses.	Shop Local Campaign - 80107 Campaign	Ongoing	Linda
		Streamline application/review process.	Create comprehensive guide for small business owners	Q1 - 2026	Staff, Board
			Update website with comprehensive information	Q1 - 2026	Staff
		Maintain the Façade Grant Program to support Main Street business improvements.	Committee member to provide feedback on the proram post award decision being made.	Ongoing	Committee Member
			Promotion to eligible properties	2nd and 4th Quarter	Staff, Board
		Continue to foster communications with outside organizations – Value, Activities and Impact of Main Street	Promotion community wide (newspaper, etc)	2nd and 4th Quarter	Alex, Dianna
			Potential for "Closed" exclusive networking event at EBC for partners		
			Attend other organization's Board Meetings (Discuss further with		
			Potential for joint trip to another CO Main Street, Staff could coordinate with the Main Street Manager for a tour (Windsor, Wellington, Brush; HUGO for a quick trip)		
Promotion	Create 80107 awareness of Main Street and promotion to residents.	Support/Lead Community Events	Spring Car Show	May	David, Carrie, Staff
			Fall Car Show	September	David, Carrie, Staff
			Main Street Feed Lot	Ongoing	Linda, Staff
			SK/Family Fun Run:	March-September	Staff, Board
		Leverage area events as an opportunity to attract people to Main Street.	Stampede/Elizabeth	June	Staff, Board
			Meat-In	May	Staff, Board
			Friday Night Market	June-August	Staff, Board
		Continue to develop the Main Street Program website and provide a community calendar of events, promotions and activities along Main Street.	Community Partners to sign up	Ongoing	Staff, Board
			Photography/Promotions	Ongoing	Staff, Jeff
		Collaboate with School District	Maintain and update website	Ongoing	Staff, David
			Promote and interview a summer intern (EHS)	April	Staff
		Main Street Ornament Program	Implement a Senior Walk of Fame along Main Street	May	Staff, Board
			Recap	January	Staff
			Choose Design	April-May	Board
Design, Economic Vitality	Encourage Infill and Reinvestment along Main Street	Promotion of creative streetscape improvements	Order	July	Dianna
			Install an art sculpture along Main Street	Q1-Q2	Staff, Board
			Partner with school on temporary student art installation	Q1-Q2	Staff, Board
		Gesin lot development			
			Promote the Gesin Lot Redevelopment Roadmap	Ongoing	Staff, Board
		Depot Parking Lot	Meet with BOT semi-annually to discuss plans	Q1 & Q3	Staff, Board
			Continue to promote location of parking lot to the public	Ongoing	Staff, Board

ELIZABETH MAIN STREET PROGRAM

2024-2027 STRATEGIC PLAN

Purpose

Elevate. Preserve. Prosper.

Embracing the heart of Elizabeth, historic Main Street

The Elizabeth Main Street Program is led by a Board of Directors comprised of passionate and committed community members, business leaders, and local organization leaders. Our work is driven by and for the community to:

- Elevate our quality of life.
- Preserve small town character/values.
- Ensure that small businesses and the Elizabeth community Prosper.

Our work is closely coordinated through partnerships with the Town, residents, community organizations, regional partners, and local businesses along Main Street and throughout Elizabeth.

The Elizabeth Main Street Program 2024-2027 Strategic Plan defines our organizational purpose and lays out our program focus for the next three years through the identification of four strategic priorities that are organized using the Colorado Main Street Four Point Framework for Community Revitalization. These priorities will be advanced through the implementation of a series of catalytic projects identified below.



Main Street Program Four Point Framework for Community Revitalization

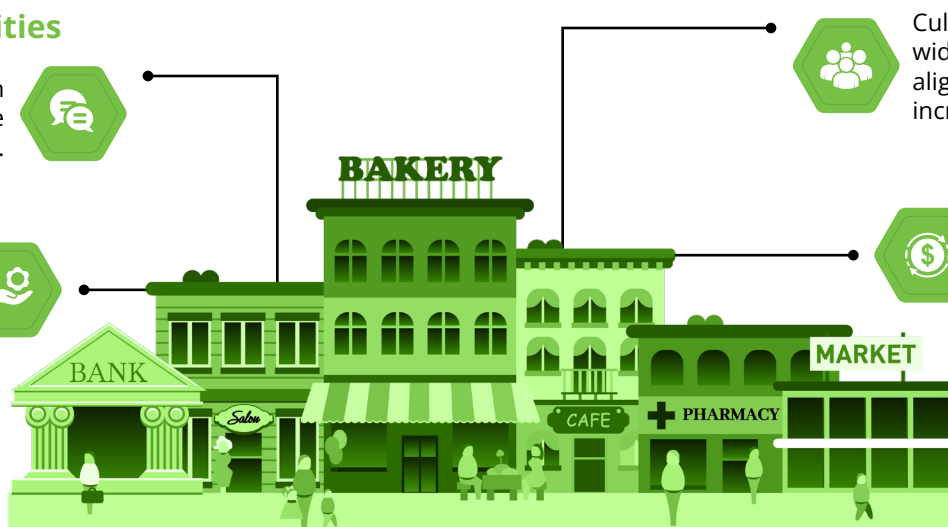


Strategic Priorities

Promote Main Street to the 80107 community.



Support Main Street businesses.



Cultivate community wide partnerships to align shared goals and increase impact.



Encourage Infill and reinvestment along Main Street.

Projects

The Elizabeth Main Street Program Board of Directors has identified key projects that they will implement over the next three years to support execution of each strategic priority. They will partner closely with the Town, local businesses, and other community stakeholders to ensure that project outcomes are broadly supported.



Support Main Street businesses.

Projects

- Support/Lead Community Events: Friday Night Markets, Main Street 5K/Family Fun Run, and the Mayor's Tree Lighting.
- Leverage area events as an opportunity to attract people to Main Street.
- Continue to develop the Main Street Program website and provide a community calendar of events, promotions, and activities along Main Street.
- Design and install street light banners along Main Street.
- Design and purchase Main Street promotional SWAG for giveaways/sale at events.
- Secure an intern to support social media marketing and management.
- Investigate (with CDOT) highway name place signage for historic Elizabeth Main Street.
- Support the Main Street Ornament Program.

Cultivate community wide partnerships to align shared goals and increase impact.

Projects

- Continue to foster communications with the Board of Trustees to inform them of the activities, value and impact of Main Street.
- Build and leverage partnerships with the Chamber, Parks & Recreation, Elbert County, the Town, Elizabeth Schools, churches and nonprofit organizations.
- Develop an Annual Report to summarize the activities & results of the Elizabeth Main Street Program.
- Hold an annual networking event along Main Street.
- Support the Historic Advisory Board in creating Historic Design Guidelines and a Historic District on Main Street.

Encourage Infill and reinvestment along Main Street.

Projects

- Construct streetscape plan improvements.
- Develop and issue an RFP for the Geisen lot development.
- Advocate for development of the Main Street Station.
- Support development of the Town owned parking lot.
- Complete the archway/gateway signage design and construct improvements.
- Support the Town's Parks, Trails, and Open Space Master Plan/ Running Creek Park improvement projects.
- Identify partners to provide equipment and support watering for the Main Street Flower Plantings.



TO: Main Street Board of Directors
FROM: Alexandra Cramer, AICP, Community Development Director
DATE: August 10th, 2026
SUBJECT: Staff Report

STAFF REPORT

1. Ornaments

- a. 2026 ornaments have been delivered. Main Street businesses have been notified to pick up their batches up.

2. Training Update/Reminder

- a. Alert Staff of any trainings you feel are relevant.
- b. DOLA Main Street Program provides monthly trainings online.

3. Gesin Lot

- a. The Gesin Lot RFQ is being published on August 14th.

4. HAB Update.

- a. Historic Walk and Talk will take place on September 26th, 2026.

5. Main Street Flowers

- a. Staff recently worked with volunteers to plant annuals in the large planter box on block 2 of Main Street (near EBC). Come this fall, volunteers will help plant perennials to replace the annuals.
- b. Members from the local DAR Chapter have been volunteering to weed and prune the flower beds.
- c. Signs for blocks 1 and 2 have been placed in the planters thanking our volunteers for their work.

6. Town of Elizabeth - Façade Grant

- a. The Façade Grant Program received 6 applications this grant round. There was a total of approximately \$17,200 in grant requests.
- b. The review committee met on August 5th to decide on awards.
- c. Award letters will be sent out to property owners this week.

7. Locable

- a. Staff continues to update business pages on Locable and encourage business participation.

8. 5K and Color Run

- a. Date will be August 29th, 2026.
- b. Staff met with Amanda Love and confirmed her services as event coordinator for the 2026 event.
- c. The theme of this year is the America 250/Colorado 150 celebration.
- d. The giveaways this year are socks, face gaiters and medals.



- e. Volunteer work from the MSBOD for this event will mainly be checking in participants from 7-10am, and clean up from 11am-12pm.

9. Elizabeth Backyard BBQ Tasting Experience

- a. As part of the Town's 250/150 celebration, we are hosting a BBQ event at Running Creek Park on August 29th, following the 5K and Color Run. This will take place at the park from 12-4pm.

10. 2027 Business Summit

- a. Staff is seeking to gauge MSBOD interest in collaborating with other local organizations to host a business summit in 2027. Preliminary research indicates that successfully planning an event of this type takes approximately 6–8 months, so early direction from the Board would allow staff to begin outreach and coordination on an appropriate timeline.