



August 13, 2024

## Management Team Updates

### ***Community Development – Zach Higgins, Community Development Director***

- Gesin Lot RFP – Staff has met with the DOLA Main Street Program to discuss upcoming projects. DOLA Main Street has provided the Town with ten (10) hours of professional RFP development services with one of their consultants to establish an RFP for the Gesin Lot. Staff has coordinated with the Historic Advisory Board, Main Street Board, and Board of Trustees to create a draft RFP. The RFP has been distributed on BidNet and received good feedback thus far.
- Staff is working with Elizabeth Parks and Recreation District and Elizabeth School District on a joint Planning and Capacity Grant for a Parks, Trails, and Open Space Master Plan. Town Staff is working with the Elizabeth School District and Elizabeth Parks and Recreation District to find a consultant so that the official Master Planning process can begin in September. RFP has been released on BidNET.
- Main Street Monument Sign. DHM has provided the Town with a 60% design set fulfilling their contract obligation. The Town Staff is working on an RFP to finish the design and construct the archway.
- Town of Elizabeth Façade Improvement Grant. The BOT has approved the resolution creating the program and has funded the project at \$40,000 for the first year. All committee members for 2024 have been appointed. Barb McGinn (BOT), Dennis Rodriguez (HAB), and Michael Hussey (MSBOD). Three (3) projects were presented to the HAB in anticipation of full applications. Evaluation of the projects has completed and award notices have been distributed in August.
- Community Development Staff has chosen two (2) Main Street Interns from Elizabeth High School to work with the Town for the 2024 summer and 2024/2025 school year.
- The HAB continues to work on the creation of the first Historic District in Town and updates to the Design Guidelines in relation to Historic and adjacent buildings. June 12th was the second public meeting to get feedback regarding the district and design guidelines. HAB will be pursuing individual property owner feedback. Two (2) HAB members and two (2) staff traveled to Brighton which recently implemented a historic district to get feedback from that community's staff and business owners about the process, overcoming contention, and feedback since implementation. The HAB has begun its efforts to restart this process throughout 2024.
- The HAB has started their Oral History program. Bob Rasmussen is leading this effort and is making great progress.
- The HAB has obtained 15 title reports from historic properties in Town and is working on creating full reports which can be shared with property owners and used to further their preservation efforts.
- Main Street Streetscape. The bid period for the construction contract has closed and the low bidder is recommended for award.
- CDOT has processed the deeds for remnant parcels of land to the Town adjacent to the CR-13 realignment. Staff will now work to annex and zone said parcels.

- The Town's Volunteer program has been launched and is live on the Town's website and volunteersignup.com. A launch event for the program was held on April 11<sup>th</sup> at the Elizabeth High School in the Cafetorium.
- The Planning Commission has completed workshop
- The Town has received confirmation of award from CDOT's Revitalizing Main Street Grant for the Main Street Streetscape Project of \$250,000.00.
- The Town has received confirmation of award from DOLA's EIAF Tier II Grant for the Main Street Streetscape Project of \$1,000,000.00.
- The Neighborhood Block Parties have all been completed. An estimated 15-20% of the Town's population attended these events and gave generally positive feedback about the current direction of the Town.