



March 26, 2024

## Management Team Updates

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

- 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.
- Staff is presenting to the review committee for the DOLA EIAF Tier II Grant in regards to the \$1,000,000 grant request for the Main Street Streetscape Project.
- The Main Street Board and Staff have given DOLA approval to move forward with the contract with DHM and CORE Engineering to provide services for the Main Street Monument Sign. The first design meeting was held on June 26th at Town Hall. Stakeholders were in attendance to give DHM direction. The second meeting took place on August 14th where the gateway over Main Street option was chosen. The BOT has reviewed and given general direction to proceed with the MSBOD chosen option to complete design under DHM's contract. DHM has provided the Town with a 60% design set fulfilling their contract obligation. The Town will need to put out an RFP to finish the design and construct the archway.
- The MSBOD and HAB have given formal recommendation of a request to include a façade improvement grant in the Town budget for 2024. The BOT has given direction for Staff to work on the creation of the program. Staff have met with both the HAB and MSBOD to get feedback on the guidelines. The BOT has given general direction in regards to the program creation.
- The MSBOD is in the process of strategic planning to update their mission/vision statement as well as update their workplan to better reflect key goals identified by current Main Street Board Directors.
- 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.
- CORE Engineering presented the Streetscape options based on the requested block-by-block analysis on June 27th. The BOT has given a recommendation to update the Cross-Sections based on this analysis. The BOT has formally adopted the updated Cross-Sections on 08/22/2023. CORE is working toward a first quarter 2024 deadline to finish the construction set and put the project out

to bid. CORE has been working to update the construction set to reduce costs, particularly as it pertains to demolition of existing street pavement and storm sewer. CORE has provided updated drawings which will be discussed with the BOT at a future workshop.

- 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.
- Staff have been working on creating a volunteer program and platform for the Town to be launched in Spring of 2024. A soft launch has occurred in the first quarter of 2024.
- The Planning Commission has requested a PUD evaluation to see if any Elizabeth Municipal Code revisions should be made due to commonalities. The intent would be to reduce the need for PUD's to develop within the Town. The Planning Commission has identified two options for code amendments to be reviewed with the BOT at a future workshop.
- The Planning Commission is exploring daycare/nurseries as a Use by Right in Regional Commercial and Commercial Mixed Use zone districts. They are also considering daycare/nurseries as a Use by Right in residential zone districts.
- 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.