



TOWN OF ELIZABETH

**TOWN OF ELIZABETH
MAIN STREET BOARD OF DIRECTORS
Thursday, November 10, 2022 at 8:30 AM
Town Hall, 151 S. Banner Street**

CALL TO ORDER

ROLL CALL

AGENDA CHANGES

UNSCHEDULED PUBLIC COMMENT

CONSENT AGENDA

- [1.](#) Minutes of the Regular Meeting of October 13, 2022

NEW BUSINESS

2. DOLA Main Street Program Discussion
- [3.](#) Discussion regarding Main Street Streetscape Feedback
- [4.](#) Discussion regarding 2022 Ornaments
- [5.](#) Discussion regarding 2023 Schedule
6. Discussion and possible action regarding December 2022 meeting date
7. Discussion regarding BOT quarterly update

REPORTS

- [8.](#) Staff Report
9. Board Reports

ADJOURNMENT

**There will be a Workshop following the meeting
to include a tour of Main Street**



**MAIN STREET BOARD OF DIRECTORS – RECORD OF PROCEEDINGS
OCTOBER 13, 2022**

CALL TO ORDER

The Regular Meeting of the Main Street Board of Directors was called to order on Thursday, October 13, 2022, at 8:30 AM by Vice President Linda Bulmer.

ROLL CALL

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

Also present were Community Development Director Pam Cherry, Planner/Project Manager Zach Higgins, Deputy Town Clerk Harmony Malakowski, Community Development Administrative Assistant Dianna Hiatt, and Assistant Public Works Director James McErnie.

AGENDA CHANGES

No agenda changes from staff or board members. Agenda set.

UNSCHEDULED PUBLIC COMMENT

There was no unscheduled public comment.

CONSENT AGENDA

Minutes of the Regular Meeting of September 8, 2022

Motion by Mr. Hussey, seconded by Mr. Jeffress, to approve the minutes from September 8, 2022. The vote of those Board Members present was unanimously in favor. Motion carried.

NEW BUSINESS

Discussion Main Street Streetscape

Mr. Higgins presented the information and direction provided by the Board of Trustees regarding the Streetscape project. Discussion also occurred regarding the upcoming public check-in meeting.

Discussion regarding CORE add service



Mr. Higgins introduced the PSA for Core add services and including the design options for streetscape.

Discussion regarding 2023 schedule

Dates and times for 2023 were provided to the Board. Discussion occurred for changing the meeting days to Mondays. Further discussion will occur at the next regularly scheduled meeting.

Discussion regarding Work Plan and DOLA visit

Mr. Higgins provided the Board with an updated work plan and budget. Direction was provided to staff for changes to the budget.

Vice President Bulmer provided an update regarding the Mayor's Tree Lighting event.

STAFF REPORTS

- Mr. Higgins provided an update regarding the Historic Preservation Code.
- Discussion regarding the Gesin lot.
- 2022 Christmas ornament distribution to businesses have begun.
- Mr. Higgins provided more information to the Board regarding upcoming training opportunities.
- 3rd quarter stats will be submitted by Monday.

BOARD REPORTS

- Mr. Higgins read Board Member Kurt Prinslow's comments regarding items on the agenda and information he gathered regarding statues in Marysville, Kansas.
- Board Member Jeff Struthers posed a question regarding sales tax revenue on Main Street. Discussion followed.
- Ms. Bulmer informed the Board that she is in discussion with Public Works regarding a facelift for the parking area off Elm Street.

ADJOURNMENT

Motion by Mr. Hussey, seconded by Mr. Jeffress, to adjourn meeting at 10:37 AM.

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



TOWN OF ELIZABETH

President Tedd Lipka

Deputy Town Clerk Harmony Malakowski



TO: Town of Elizabeth
FROM: Elizabeth Main Street Station, LLC
DATE: October 25, 2022
SUBJECT: Main Street Streetscape Project

We attended the October 13th Main Street Streetscape Project Meeting at Town Hall. The project team did a great job fielding questions and soliciting involvement in the discussion with the attendees. Per the project team's request for input, we wish to submit our comments on beautification and placemaking, outdoor seating, drainage and detention, Spruce Street, and the project timeline. We respectfully request the Board of Trustees and project team take our input into consideration as you move forward with this project. We appreciate the opportunity to submit feedback and thank you for pursuing this project which we believe will be a great benefit to Main Street and the community at large.

Beautification and Placemaking

We wanted to provide input that the beautification and placemaking aspects of the project are of great importance to us. Angled parking is the preference, and we'd encourage the Town to look at an angle that allows for a larger amenity/pedestrian zone and mitigates some of the transitioning impacts that were discovered during the engineered design portion of this process. We don't believe a rail adjacent to the property will be necessary, but that's still something we'd like to avoid.

Elements such as bump-outs, landscaping/plantings, street trees, lighting, and banner fixtures are all vital components of this project that and will enhance the value derived from this project. We understand that there are currently no concepts that are on the table for feedback in these areas, with the exception of bump-outs. We would like to make sure these elements remain as part of the project, as this is the kind of public investment that is sure to drive private investment for years to come. Likewise, these are the elements that will ensure Main Street remains unique and the heart of the community, especially with the new development which will include a great amount of private investment and innovative design.

Outdoor Seating

Our understanding is that one of the many benefits to this project is the potential for more outdoor gathering space which is a great draw and quality of life aspect, especially here in Colorado. The project team previously inquired on future outdoor restaurant seating along our property frontage and a portion of the new amenity zone. We are happy to collaborate with the Town on this request, as we believe it would be beneficial for both parties.



Drainage and Detention

We have been asked by the project team to consider the allocation of land for a detention pond that will serve a number of properties on Main Street, in addition to potentially part of the street itself. This request will require engineering work on our part and has already. We have requested information from the Town of Elizabeth so that we can accommodate this request. Information we requested includes what specific properties would be served, how the water would be routed to the detention pond, and if there's a potential to use a portion of the existing, unimproved, Spruce Street right-of-way adjacent to our property to accommodate a portion of the upsized pond. We have been unable to receive a response on these inquiries due to the project being in a holding pattern. That said, we have finalized our engineered design for the site and future pond. We are always open to discussions but need to move forward with our plans for the property.

Spruce Street

Our understanding is the Town is looking further into improving the Main Street "side streets" as part of the Main Street Streetscape project. Per the design and improvement of the other side streets along Main Street, we do not believe that we should be responsible for designing or improving Spruce Street now or in the future. We have discussed briefly with your project team, but again, we have not received anything short of a loose response. We request a more definitive response on your plans for designing and improving this street adjacent to our property.

Project Timeline

Last, but not least, we wish to comment on the project's schedule for both design and construction. Per the October 13th meeting, we understand that the project is delayed and that an updated schedule has not yet been solidified. With a capital improvement of this size and scope, it is completely understandable that setbacks and hurdles may require some pivoting. We would encourage the new schedule for both design and construction be solidified, communicated, and committed to.

Again, thank you for the consideration of our input on this project. We encourage anyone from the project team or Board of Trustees to reach out to our team at any time regarding this feedback or any other questions or concerns you may have. We look forward to continuing to work and collaborate with you.

10/27/2022

To: Town of Elizabeth, Board of Trustees

From:

Ed Beard, The Carriage Shoppes
Russ Berget, Elizabeth Main Street Station
Linda Bulmer, The Nest
Jennifer and Eric Fleming, The Nest
Jeff Struthers, The Section House
Gail Lacinski, The Prickly Pear
Tammy Siewert, Mountain Man Nut & Fruit
Jim Patterson, The Elizabeth Brewing Company

Re:

1. Main Street Program and Streetscape Focus from the perspective of Main Street property owners.
2. Parking plan.
3. Timeline proposal.
4. Bump-out proposal.
5. Beautification proposal.
6. Lighting proposal.
7. Confidence.

Board of Trustees,

First, we thank you for the opportunity to submit input as part of the streetscape project. Each of us in this letter support this project that you are pursuing and are excited for the benefits that the project has the potential to present. Many of us have been closely following this process, as this project directly impacts our properties and businesses. Due to what was presented at the most recent meeting, it may be appropriate to reconnect with the original goal, the vision of the Main Street project, as the goal must remain as the main driver of decisions and timelines.

“To revitalize Main Street Elizabeth through the preservation of its character and history, the promotion of local creativity and economic development, and the enhancement of quality of life in both the lives and workplaces of residents and visitors of the community at large.”

As business owners on Main Street, we ask the Board to consider the following perspectives as partners in the future of the health and vitality of Main Street. These perspectives consider:

- Benefits and barriers to the baseline goal.
- Opinions of business and property owners.

PARKING: Parking is a package deal.

Angle parking comes with narrow sidewalks and sidewalk rails that present a barrier between guests and businesses. That is a direct interference with the goal to “enhancement of quality of lives.....visitors and the community.” Yet, angle parking allows for an increase to close parking access to businesses which is can promote a positive experience for Main Street visitors.

Parallel parking allows for spacious wider sidewalks and is statistically safer (*ie. Safety comparison of Types of Parking on Urban Streets in Nebraska*). The downside is a reduction in parking availability.

MAIN STREET PARKING PROPOSAL: A blend of diagonal and parallel parking.

- Mitigate transitional impacts to the extent possible with the parking option chosen.

TIMELINES: No timeline is not an option of which is the current timeline status. All goals have obstacles. As obstacles surface, timelines are adjusted to address challenges. Putting timelines on hold jeopardizes the prosperity of the baseline goal.

TIMELINE PROPOSAL: For Main Street business owners and the Main Street Board to work in partnership to re-establish the goal timeline.

- Regarding the timeline delay due to the traffic study. It is known what the traffic study determines. It is not known how or why the outcome of this study impacts the goal or inhibits the timeline. Traffic is what it is. Knowing the traffic statistics on Main Street doesn't change anything, therefore, should not be an inhibitor to the Main Street goal or timeline.

TRAFFIC STUDY PROPOSAL: Eliminate the traffic study as a component of the Main Street Program timeline.

BUMP-OUTS: Bump-outs serve to increase pedestrian safety as well as provide additional room for amenities such as benches and trash receptacles. Bump-outs also reduce liability for vehicle operators, as it's easier to monitor the crossing of pedestrians. It was noted that there is a potential that this element will be eliminated from the project due to the maintenance responsibilities.

BUMP-OUT PROPOSAL: With any capital investment comes maintenance responsibilities. In the case of bump-outs, the pros outweigh the cons. The maintenance issues are secondary to the broader goal. We'd encourage the town to look at how these bump-outs are maintained in other jurisdictions throughout the state.

BEAUTIFICATION ELEMENTS: Concerns with maintenance of beautification elements seem to be delaying discussions and decisions around landscaping and street tree elements. These elements are vital to the beautification and placemaking components of the project. It's our understanding that again there are maintenance concerns in regard to adding plant material.

BEAUTIFICATION PROPOSAL: We propose landscaping and street tree elements be added to the project. Again, the maintenance issues are secondary to the broader goal and long-term vision, and there should be focus on adapting and growing.

LIGHTING: It was mentioned in the meeting that it's not certain if electrical/lighting will be a component of the project. The lights on streetscape were a great temporary solution but do not provide sufficient lighting for future safety, especially when the street is fully activated. Additionally, electrical will allow for connection during outdoor events along the Main Street.

LIGHTING PROPOSAL: We encourage the town to include electrical and lighting as part of this project.

CONFIDENCE:

The Town has an opportunity to benefit from significant private investment on Main Street that to date has never been an opportunity. The risk of private investment is supported by the Town's ability and willingness to stay focused on the goal, and effectively manage the obstacles posing as barriers to that goal.

As Main Street business and property owners, we appreciate our partnership with the Board of Trustees, and the wonderful opportunity to participate in the exciting and vibrant future of Main Street.

2022 Main Street Ornament Sales

Business	Main St	Contact	Type	Phone	# Ornaments Requested	Due	Paid
The Wildflower	122	Tom Knolls	Saddlery/Retail	303 646-3363			
Farmers Insurance Small Town Mini Donuts	166	Don Means	Various Offices	303-646-9701			
Mountain Man Nut and Fruit Co.	207	Tammy Siewert	Retail	303-621-0175	36	252.00	252.00
Randy's Antiques & Art	211 B	Randy Wallace	Retail	303-907-7266			
Powder River Hat Co.	211	Brook Bridle	Retail	303-646-6999			
Elizabeth Brewing Company	239	Tony Briggs	Brewery	719-433-6071			
IC Threads	244	Ione	Retail	720-394-6999			
The Nest (1897 House)	286	Linda Bulmer	Retail	303-550-7051	40	280.00	280.00
Prickly Pear Antiques	338	Gail Lacinski	Retail	303-646-1505	10	70.00	70.00
Antelope Alpacas	360	Kate Blackburn	Retail	303-646-9276			
The Carriage Shoppes	392	Ed Beard	Retail	303-646-4672	15	105.00	105.00
Carriage Shop Tea Room	392 B	Linda Fedraw	Restaurant	303-646-4681			
					101	707.00	707.00



2023 Regular Meeting Schedule

January 09, 2023

February 13, 2023

March 13, 2023

April 10, 2023

May 08, 2023

June 12, 2023

July 10, 2023

August 14, 2023

September 11, 2023

October 09, 2023

November 13, 2023

December 11, 2023

Regular meetings are held at 8:30 AM on the 2nd Monday of each month.



TO: Main Street Board of Directors
FROM: Zach Higgins, AICP Planner/Project Manager
DATE: November 10, 2022
SUBJECT: Staff Report

STAFF REPORT

1. Streetscape Design Update

- a. The Board of Trustees approved the PSA with CORE Engineering for the Streetscape Design on 01/11/2022.
- b. The certified letter was distributed to property owners and business owners on 01/14/2022.
- c. The Revitalizing Main Street Grant application was completed and sent to CDOT on 02/04/2022 before the deadline.
- d. Second Public Meeting occurred on June 30th at 6:00pm.
- e. A second certified letter has been distributed to property owners to notify regarding the second public meeting on June 7th.
- f. The third public meeting has been set for 10/13/2022.
- g. The Board of Trustees have heard progress on the project and provided further direction at their 09/13/2022 workshop.
- h. Streetscape Design Check In meeting was held and feedback received. The feedback received will be presented to the BOT in a memo at their 11/15/2022 meeting.

2. Gesin Lot

- a. The Board of Trustees was presented with a proposal regarding the Gesin Lot by Gene Gregory. The Town is acquiring property valuation before continuing discussions with Mr. Gregory.
- b. The Board of Trustees is exploring additional options for the Gesin Lot before continuing conversations with Mr. Gregory.

3. Ornaments

- a. The initial order of 100 ornaments have been sold out from the Town.

4. Training Update/Reminder

- a. Main Street Now Conference will be held in Boston, MA on March 27-29, 2023.
- b. Please let Staff know if you would like to attend.
- c. The CPI Saving Places Conference will be held in Boulder, CO February 8-10, 2023

5. Third quarter stats have been submitted to DOLA by 10/17.