



**TOWN OF MILLIKEN
TOWN BOARD
AGENDA MEMORANDUM**

To: Mayor Tokunaga and Town Board of Trustees		Public Hearing Date: July 22, 2015	
From: Shar Shadowen, Lamp Rynearson, and Kent Brown, Town Administrator			
Agenda Item #	Action:	Discussion: x	Information:
Agenda Title: Review Town Hall Parking Lot Improvement Project conceptual drawings and layout.			
Attachments: Town Hall Parking Lot Conceptual Plan and Layout by Lamp Rynearson.			

PURPOSE

To review the conceptual plans and layout of the proposed Town Hall Parking Lot Improvement project and give direction to Lamp Rynearson to develop complete plans and specifications include a bid request for the project.

BACKGROUND INFORMATION

In 2013, the Town approved a professional services contract with Britina to develop Downtown Design Guidelines including the portion known as the Town Square which was redevelopment of the Town Hall parking lot. The plans were completed at the end of 2013; but, were not approved because of some concerns regarding the structure of the parking lot and connections to Heritage House parcel. Concerns were also expressed regarding the total number of spaces remaining in the project. With the completion of the Heritage House project in late 2014 into the early months of 2015, the focus has returned to the redevelopment of the Town Hall parking lot portion of the "Town Square" concept.

With the acquisition of the Bonnie Wulf lot on the north end of the parking lot and the pending project to put the electric line underground that runs between Town Hall and the Heritage House, the metes and bounds of the project were set. Due to previous conversations with Town Board, staff members and the public, staff set the following priorities for the project.

- 1) The parking lot should only have an entrance/exit to Frances Av. between the Town Hall property and the Police Station. The mid block entrance/exit to Broad St. should be eliminated.
- 2) The curbing in the middle of the current parking lot should be removed including the landscaped islands within the parking lot.
- 3) There should be a short wall on the south side of the parking lot separating the sidewalk from the parking area.

- 4) The northwest corner of the intersection of Frances/Broad (which is the southeast corner of the parking lot) should be similar to a plaza node – provide a larger entrance to the project and be visually appealing.
- 5) The parking area boundary should be continuous from the side of the Welcome Center building straight north to the north boundary in order to have a more continuous flow of traffic within the parking lot.
- 6) There should be a walkway within the parking lot to better protect pedestrians as they cross the parking lot – especially seniors as they attend functions within Town Hall.
- 7) Fencing on the north side of the project between the Town’s property and the residence immediately north of the Town’s property. Fencing should provide a backdrop to the parking lot and effectively screen the parking lot from the neighboring property. In addition, the fencing should be unique and hearken back to Milliken’s railroad heritage.

BUDGET IMPLICATONS

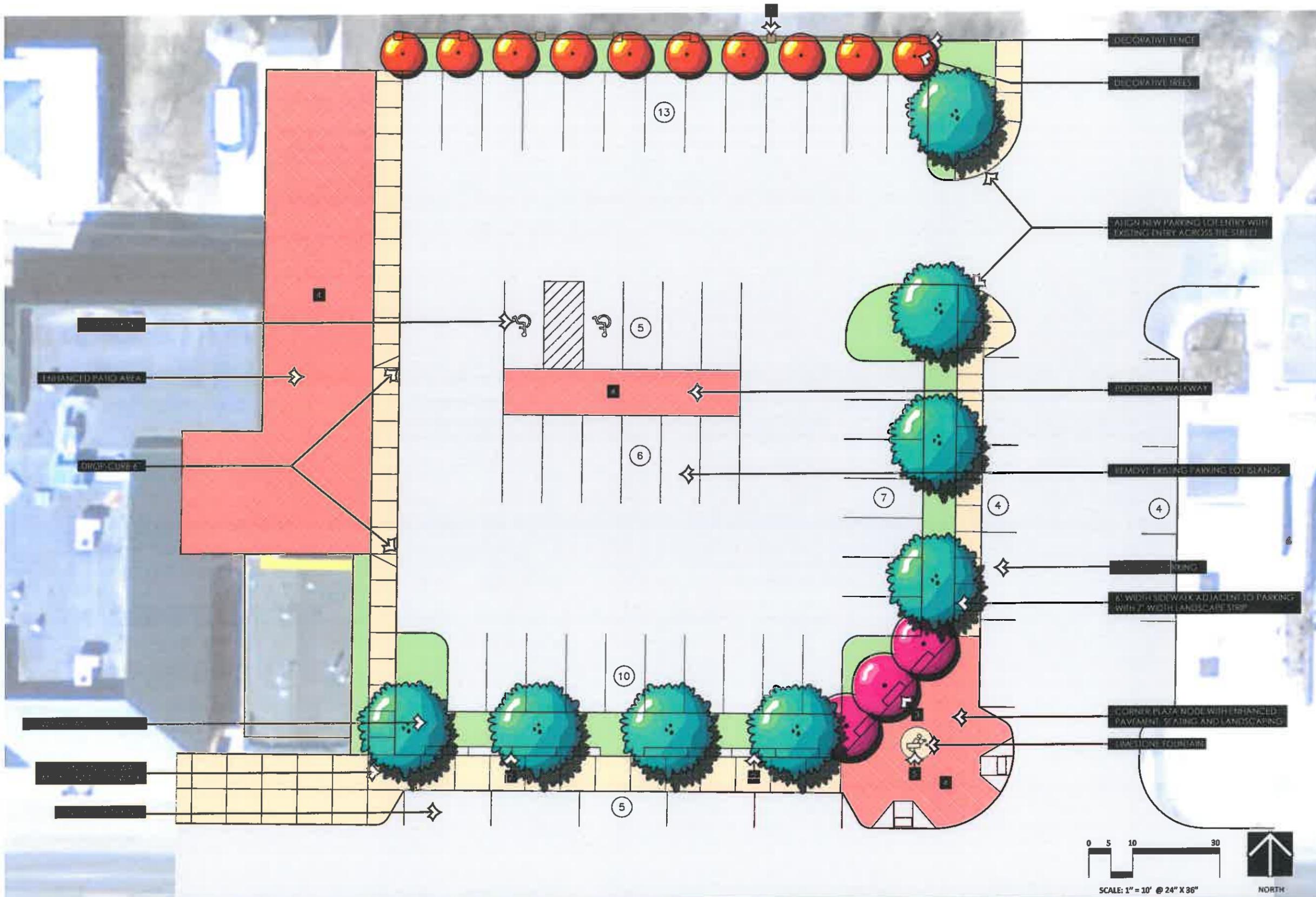
The Board of Trustees identified the Town Hall parking lot as one project to be completed in 2015. The 2015 Budget included a project amount of \$85,000 for the repaving of the Town Hall parking lot. In addition, there were additional funds set aside for Downtown in the 2015 budget.

STAFF RECOMMENDATION

After reviewing the plans, staff recommends that the Board of Trustees give direction to Lamp Rynearson to develop plans and specifications and the resulting bid request for the Town Hall Parking Lot Improvement project.



MILLIKEN, CO PARKING LOT PERSPECTIVE



LEGEND

- SIDEWALK
- LANDSCAPING SPACE
- ENHANCED AREAS

TOTAL STALLS: 54



MILLIKEN, CO - PARKING LOT CONCEPT

55
YEARS

**LAMP RYNEARSON
& ASSOCIATES**

1959-2014

SIC - RSP, JULY 14, 2015