

# DDA

DOWNTOWN DEVELOPMENT AUTHORITY  
202 Railroad Avenue - P.O. Box 1908 - Rifle, CO 81650  
Phone (970) 625-2121

## MINUTES OF January 6, 2010

1. **CALL TO ORDER:** Chairperson, Sally Brands, called the meeting to order at 7:03 a.m.

**Members Present:** Michael Langhorne, Gil Frontella, Tom Stuver, and Randy Winkler.

**Members Absent:** Andrew Legg, Jay Rickstrew, Jeanice Freeman and Kathy Runia.

**DDA Manager Present:** Helen Rogers

**Guests Present:** Mayor; Keith Lambert, Rifle Area Chamber of Commerce CEO; Annick Pruitt, City Finance Director; Charles Kelty, Assistant City Manager; Matt Sturgeon, City Manager; John Hier.

2. **APPROVAL OF MINUTES:** A motion to approve the minutes was made by Winkler, seconded by Langhorne, and approving unanimously.

3. **FINANCIAL REPORT:** The December Financial Report was available for review. Charles Kelty was available for questions and provided explanations regarding the 'Assets and Liabilities' sections. A motion to approval the November report was made by Stuver, seconded by Frontella, approving unanimously. The December Financial Report was approved unanimously with a motion from Stuver, seconded by Winkler.

4. **BILLS TO BE APPROVED:** Langhorne presented the bills.1) V.I.P. Trash: \$140.00. A motion to approve the bills was made by Stuver, seconded by Langhorne. The motion carried unanimously.

5. **CHAMBER UPDATE:** Annick Pruitt, Chamber CEO, presented the Chamber Updates. 'Business After Hours' will be held at the temporary library site at W. 3<sup>rd</sup> St. on Wed. Feb. 10<sup>th</sup>. The 5<sup>th</sup> State of the Community Luncheon will be held on Thursday, February 4<sup>th</sup> at Columbine Restaurant. The featured Chamber Business of the Month is South Bank Secure Storage. Women in Business will feature Todd Musselman speaking about 'Creating Opportunity One Conversation at a time'.

### 5. **NEW BUSINESS**

#### A. **P & Z Report re: Gated / Bared Storefronts**

Rogers presented the Memorandum from Matt Sturgeon which was presented to the Planning and Zoning Commission January 26<sup>th</sup>. Rogers had recused herself from the session due to her position with the DDA. Sturgeon requested the Planning Commission recommend to City Council they add the following language to Title 16 that would prohibit the use of exterior security systems – specifically burglar bars and security gates/shutters – in the Central Business.

16.7.230 (a) (6)

Security Devices. The use of burglar bars, security gates, security shutters and other similar devices is PROHIBITED on building exteriors in the Central Business District.

Ed Wilkes, owner of the Tradesman, during the P & Z meeting recited several opinions why he should be allowed to place the security devices on the exterior and most of what the Memorandum stated was an 'opinion'.

Also presented was a petition from 24 downtown business owners who were in agreement with the moratorium and text agreement to prohibit these devices.

The P & Z Commission voted to recommend to City Council to approve the Text Amendment, however, they did not oppose an interior application for security devices.

A motion was made by Stuver, seconded by Frontella to support the text amendment, the motion passed with Winkler opposed.

B. Rifle Shopping Incentive Program Update

Rogers reports the City has given out over \$46,000 to merchants participating in the Rifle 'Buck' program. Sales Tax Revenues seemed to increase at the end of the year; however, an exact count has not been generated as yet. Board members were curious as to who participated in the program and generated the most 'bucks'.

C. Downtown Colorado Inc. / Historic preservation Conference

Rogers asked that she be able to attend the conference in Denver. The emphasis is on sustainability and historic preservation and will be held at the Hyatt in Downtown Denver on Feb.4<sup>th</sup> and 5<sup>th</sup>. The conference is paid for by the DCI Main Street program. Mike Braaten is also attending. A motion was made by Frontella, seconded by Winkler to reimburse Rogers up to \$150 to attend. The motion passed.

D. REDC Update, Board Coordination

Langhorne indicated they have hired Johnson Carter Architects to draw up the schematics for the Health and Wellness Center. The site plan continues to change as property is obtained from adjoining properties. A staff level group, comprised of Julie Bjurstrom, Annick Pruitt, Matt Sturgeon, Mike Braaten, Scott Becker, and Helen Rogers met on Jan. 26<sup>th</sup> to relay what each board was working on.

E. Museum Wall Repair Estimate

Rogers presented an itemized estimate of costs and labor from the original artist, Nini Shroyer. The total estimate is \$19,845.46. A motion was made by Stuver, seconded by Winkler to approve \$10,000 for the project with matching funds to come from the Visitor Improvement Fund. Payment will be based on invoices instead of half down for the project. The motion passed. Rogers will follow up with the VIF Board on Feb 10<sup>th</sup>.

F. Kum & Go Site Plan

Sturgeon indicated he would rather present something at the next meeting.

G. New Signage / Building Improvements

Rogers presented a notebook of recent signage reimbursements and rewrote the Building Improvement Incentive Program. The Board will review it at the next meeting.

## **7. PROJECTS:**

A. Downtown Murals, Lease Agreement, Appropriation of Funds

Rogers's reports obtaining the lease agreement from the Moose for the first mural. The frame is complete. With Winkler's help, along with City Crews, the mural will be installed on the East wall of the Moose Lodge.

Rogers presented a proposal for the next two murals. A motion was made by Stuver, seconded by Frontella, to make progress payments up to \$5,000 for half of the two murals. The motion passed. The invoices can be turned in weekly.

- B. New Ute Theater Society (N.U.T.S.) - To be Continued  
From 1.6.10 Meeting (Frontella reports the non-profit board continues to meet and discuss the future operation of the theater as well as planning for façade and interior renovations. An agreement is underway with the City to define the details. Memberships are available and continue to come in, generating several thousands of dollars).
- C. Downtown Zoning – Building Design Committee – To be Continued  
From 1.6.10 Meeting: (Frontella reports the group has met and established guidelines. Matt Sturgeon is working on how the document will be presented to the public).
- D. Graffiti, 9<sup>th</sup> Judicial District Probation Dept. – To Be Continued  
From 1.6.10 Meeting: (Rogers reports she will continue to coordinate with Ed Rosendale, Supervisor for the 9<sup>th</sup> Judicial Probation District and other probation officers to assisted juvenile offenders in removing graffiti as well as participating in general Downtown Clean-up).
- E. Moose Lodge – To Be Continued  
From 1.6.10 Meeting (Rogers and Brands will keep searching for brick layers who might be interested in block repair on the Moose Lodge and Rifle Creek Theater building facades).

## **8. MAINTENANCE**

- A. Traffic / Pedestrian Issues:  
B. Curb Extensions – Planters, Weeds – Rogers would like to obtain pricing for plant containers on 3<sup>rd</sup> and 4<sup>th</sup> Sts.  
C. Parking Lots:  
D. Alleys:  
E. Street Lights:  
F. Trees:  
G. Snow Removal:

**9. ADJOURN:** The meeting adjourned at 8:30 am.

**EnCana presentation by Sher Long followed the meeting.**

Respectfully submitted,

Helen Rogers,  
DDA Project Manager