

# DDA

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

## MINUTES OF April 2, 2009

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:01 a.m.  
**Members Present:** Randy Winkler, Michael Langhorne, Tom Stuver, Jay Rickstrew, Jennifer Sanborn, and Jim Voorheis  
**Members Absent:** Jeanice Freeman, Sally Brands, Andrew Legg, and Garrick Frontella  
**DDA Manager Present:** Helen Rogers  
**Guests Present:** Assist. City Manager; Matt Sturgeon, RACC Director, Annick Pruet, Amelia Shelley, Garfield County Library District Director, Government Affairs Director, Mike Braaten.
2. **APPROVAL OF MINUTES:** A motion to approve the minutes of March 4, 2009, was made by Winkler, seconded by Langhorne and approved unanimously.
3. **FINANCIAL REPORT:** The end of year report was not available.
4. **BILLS TO BE APPROVED:** Frontella moved for payment of bills. 1) Mountain News Media: \$12.23; Legal Ad. 2) Budget Line Trash: \$280. 3) Mr. Power S / Sandor Drucker, Sidewalk Pressure Wash: \$750.00 4) Base Camp Café, Storefront Improvements; \$112.76 A motion to approve the bills was made by Rickstrew, seconded by Voorheis. The motion carried unanimously.
5. **CHAMBER UPDATE:** RACC Director, Annick Pruet, presented the Chamber Updates. The Featured Business of the Month is the Kelly's Aloha Spa. The Chamber will be organizing a Rifle Clean-up Day, May 2<sup>nd</sup>. The target area will be Downtown Rifle.
6. **NEW BUSINESS:**
  - A. **Downtown Zoning Progress**

Rogers presented a photo display of downtown building design types. The intent of the Downtown Master Plan is to ensure land use standards are in place to secure the vision identified. The draft document identifies six different Sub-Districts, defining site design standards and building design standards. Matt asked the DDA to meet again on Friday, April 17<sup>th</sup> to discuss this further. No consensus was reached regarding the Historic Sub Area building types.
  - B. **Parking Availability Study**

Langhorne presented an existing survey of the DDA lot located by the Rifle House on Railroad Ave. A retaining wall was discussed as a possible solution along the west side or stairs to access W. 2<sup>nd</sup> St. businesses. A long range plan might need to be developed as well as discussion with nearby business owners. Langhorne will discuss further with City Staff and also develop a parking plan. Preliminary costs are estimated at \$30,000 per the City.

C. East Gateway Workshop

A workshop with Winston and Associates is scheduled for Tuesday, April 14<sup>th</sup>, 7am at City Hall to discuss the East Entry and Round-A-Bouts into downtown Rifle. It includes the exit ramps off Interstate 70 through to Rifle Creek.

D. Rifle Clean-Up

The Rifle Chamber, Rifle Foundation, Alpine Bank (money left over from last years' clean-up) and the DDA will join forces to hold an annual clean-up in the downtown area to be held Sat., May 2<sup>nd</sup>, from 8:30 to 12:30. Rogers will be meeting with Chamber staff and members to help coordinate the event. Stuver made a motion to include graffiti clean-up as well at a cost, not to exceed \$600, for materials. The motion was seconded by Rickstrew and carried unanimously. A written permission slip was suggested and would be obtained from the building owners, completed by City staff or volunteers on behalf of the city to do the cleaning. Rogers will contact Tom Whitmore to discuss what product he uses for park graffiti.

E. Parking Lots: Resurfacing and Striping

Rogers obtained two bids from Lyons and Frontier Paving. The DDA decided upon Frontier Paving as it was the low bid. Rogers will contact them. The work may not start until mid May as the lot pavements need to warm up for the asphalt coating process. A motion was made by Sanborn, seconded by Winkler to accept the Frontier bid, approving unanimously.

F. Planters

Rogers obtained pricing from Rifle Gardens for the hanging baskets in the downtown area. The colors will duplicate Rifle Bears colors of Blue and Yellow at a cost of \$70.00 each. The question of watering still needs to be addressed. Rogers will ask merchants along 3<sup>rd</sup> St. if they are willing to adopt a planter.

G. Signage

No new signage requests were presented.

H. Other Business Brought Before the Board

Sanborn suggested emailing DDA agendas and meeting notes in the future. There was a general consensus to do so.

**7. PROJECTS:**

A. Rifle Creek Theater / Ute Theater Structural Assessment Grant

Rogers reports the assessment work is continuing. A check was received from the State Historic Funds for \$2800 for the initial installment. The architect and engineer would like to be paid for work to date in order to continue. Rogers processed the invoices. They were to be paid by this week. (4.3.09)

B. Pedestrian Crossing on Railroad Ave.

The consensus is that the crossing continues to be a dangerous intersection for pedestrians. City staff is working on obtaining solutions such as larger blinking lights.

C. CLEER Energy Grant Update (Lighting)

Mike Braaten reports City Council approved signing an IGA between the City of Rifle and the BOCC (Garfield County) in order for the county to disburse the money for the LED downcast lighting for 3<sup>rd</sup> St. RFP's will go out soon from the Public Works Dept. Braaten indicated he

doesn't have a cost yet, and may need to ask the Lodging Tax Board for financial assistance for installation.

D. New Benches and Receptacles

Rogers reports the benches and receptacles have arrived. They are staged at the old Valley Lumber site. Rogers will coordinate with the Parks and O & M Dept. for installation as they need to be secure. The old benches may be sold at a later date. Also, the new Community Gardens may be interested in placing a few within their garden.

E. Store Front Facade Improvements

Sanborn and Rogers continue to develop the WPA type murals. A prototype will be done by next meeting. Sanborn and Winkler will meet with Moose representatives to discuss power washing and painting of the south wall.

F. Other Projects

Farmer's Market – Rogers reports creating a map for Metro Park as the vendors were requesting it. The music is set as all Friday nights have been booked. Vendor response is slow. Rogers will contact past vendors.

**8. MAINTENANCE:**

A. Traffic / Pedestrian Issues: Re-striping of East and West Third St. needs to occur. Miller's Dry Goods wrote a letter requesting this be done.

B. Curb Extensions – Planters, Weeds: Planters need to be refreshed and mulched.

C. Parking Lots:

D. Alleys:

E. Street Lights: Frontella to contact Marv's Electric to repair East Ave. Light and another on West 3<sup>rd</sup>. St.

F. Trees:

**10. ADJOURN:** The meeting adjourned at 8:48am.

Respectfully submitted,

Helen Rogers  
DDA Manager