

DDA

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

MINUTES OF June 3, 2009

1. **CALL TO ORDER:** Chairman, Gil Frontella, called the meeting to order at 7:02 a.m.
Members Present: Randy Winkler, Andrew Legg, Garrick Frontella, Jay Rickstrew, Jim Voorheis, Jeanice Freeman, and Sally Brands.
Members Absent: Tom Stuver, Jennifer Sanborn, and Michael Langhorne.
DDA Manager Present: Helen Rogers
Guests Present: RACC Director; Annick Pruett, Garfield County Library District Director; Amelia Shelley, and Ed Arnold.

2. **APPROVAL OF MINUTES:** A motion to approve the minutes of May 6, 2009, was made by Winkler, seconded by Brands and approved unanimously.

3. **FINANCIAL REPORT:** The complete April financial report was unavailable. Rogers did have a Detail Ledger Report from the city's financial dept. and will obtain one monthly.

4. **BILLS TO BE APPROVED:** Frontella moved for payment of bills. 1) Budget Line Trash: \$140 2) Mr. Power S / Sandor Drucker, Sidewalk Pressure Wash: \$750.00, 3rd St. Watering: \$400.00, 3rd St. Hanging Baskets: \$60.00, total \$1210.00, 3) GH Daniels III & Associates, Inc. Balance on Planters: \$374.02, 4) Fastenal, hardware for fastening benches and receptacles: \$88.74, 5) Wayne Manufacturing Co.: 16" Planter Arms for light posts: \$252.87. 6) Soak-N-Wet Sprinklers: Sprinkler Start-up: \$140.00, Backflow preventer by Laundromat \$261.85, Backflow preventers at 4th and West, 4th and Railroad, 4th and East, repaired bubbler on East Ave. Total: \$831.85. 7) Frontier Paving: \$4,621.90 for Museum Lot, \$2708.30 for 4th St. Lot, total: \$7330.20. A motion to approve the bills was made by Rickstrew, seconded by Garrick Frontella. The motion carried unanimously.

The purchase of a shipping container was discussed for storage of the Christmas decorations. Rogers will look into it.

5. **CHAMBER UPDATE:** RACC Director, Annick Pruett, presented the Chamber Updates. The Featured Chamber Member of the Month is Sharon Church. A membership orientation - 5 min. networking event will occur on Thursday, June 18th. Pruett indicated Rifle Gap is 80-90% booked for Fri. and Sat. nights and park users are wanting something to do at night in the Rifle Area.

6. **NEW BUSINESS**

A. **Election of New Chairman and Vice Chairman**

A motion was made by Brands seconded by Voorheis to elect Randy Winkler as Chairman, passing unanimously. A motion was made by Brands, seconded by Winkler to elect Garrick Frontella Vice-Chair, passing unanimously. The positions will start in July.

B. **Downtown Zoning Progress**

Matt Sturgeon was not available to discuss the downtown zoning issues in the Historic Core (HC – CBD) of the Downtown Master Plan. The DDA would like to discuss this further to better define the document to present to City Council for approval, hopefully this summer.

C. Joint Meeting with City Council, June 10th

The annual joint meeting is scheduled for Wed. June 10th at 6pm. Dinner will be served. Topics for discussion might be the Ute Theater, Downtown Zoning, and Pedestrian Crossing.

D. Garfield County Fair Parade – Winkler

Randy Winkler stated the fair parade route may change this year to include all of East and West Third Sts from West Ave. to East Ave. A vintage car show may occur after the parade on East and West Third Sts. as well. The grand marshals will be Sally Brands and John Savage. August 8th is the date of the parade – “Where Town & Country Meet”. Winkler asked if the DDA would like to help sponsor the parade in the future. The general consensus was positive.

E. Flags in the Downtown Area - Brands

Rogers reports she made contact with Mrs. Arnold who in turn stated she would give the bridge screws to the boy scouts. They were not able to hang flags on the bridge over Memorial Day but will be able to do so for future holidays.

F. Signage

Winkler presented a sign bill for Party Central on Railroad Ave. The bill was \$425.00 for the ‘flag’ sign. A motion was made by Brands, seconded by Freeman to reimburse 2/3 of the cost which totals \$283.00. It passed unanimously.

G. Other Matters not on the Agenda

- Library – Amelia Shelley, Executive Director of Garfield County Libraries, presented the latest elevations and floor plans for the new project on East Ave. Preliminary Construction and ground breaking should begin in Sept. The library is going for Gold LEED Certification (Leadership in Energy and Environmental Design) The project includes a photo voltaic system on the roof. The initial phase will contain 24,000 sq. ft. The Heritage Window as well as the Mark Twain Sculpture will hold a prominent place on or within the new site.
- Western Rockies Federal Credit Union – Rogers presented the site plan and building elevations for the exterior renovation and expansion of their building on West Ave. and W. 3rd St. The project includes a new drive-thru to the north with a new pocket park concept on the south facing W. 3rd St. Also, brick and stucco will be the primary surface materials used in the project.

7. PROJECTS:

A. Farmer's Market

Rogers reported Vendors are continuing to sign up for the market. There are 10 so far with others stating they will get their applications in. The music portion has all been booked for the season. A banner has been placed on the park shelter in Metro Park for the market start date.

B. Rifle Creek Theater / Ute Theater Structural Assessment Grant

Rogers reports the assessment work is continuing. Frontella reports meeting with John Hier, City Manager, regarding management and future renovation ideas. The existing contract will end August, 2010. A discussion of creating a non-profit board to help manage the theater came up. There was consensus to discuss future renovation ideas with City Council at the joint meeting.

C. Pedestrian Crossing on Railroad Ave.

The consensus is that the crossing continues to be a dangerous intersection for pedestrians. The topic will be brought up at the joint DDA / City Council Meeting on June 10th.

D. CLEER Energy Grant Update (Lighting)

Rogers reports she spoke with Rod Hamilton regarding painting of the Light Posts on East and West 3rd Sts. He indicated if the DDA would pay for the cost of the paint the city construction crew could paint them before the new LED lamps were put in. The cost for a gallon of P-22 Urethane Enamel is around \$35.00. A motion was made by Brands, seconded by Legg to purchase the paint, not to exceed \$500.00. The motion passed unanimously.

E. Store Front Facade Improvements

Moose Lodge – To be continued. Mural prototype not complete as yet. Rogers will look into brick work repair, power washing and color match for the south wall.

8. MAINTENANCE:

A. Traffic / Pedestrian Issues: Parking re-striping of East and West Third St. is slated to occur by City Staff during early morning hours.

B. Curb Extensions – Planters, Weeds:

C. Parking Lots:

D. Alleys:

E. Street Lights:

F. Trees:

9. ADJOURN: The meeting adjourned at 8:45am.

Respectfully submitted,

Helen Rogers
DDA Manager